



**Regional District of Central Kootenay
SPECIAL (BUDGET) BOARD MEETING
Open Meeting Minutes**

The **second** Special (Budget) meeting of the Board of the Regional District of Central Kootenay in 2024 was held on Friday, February 16, 2024 at 9:00 a.m. through a hybrid meeting model.

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	
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 M. McFaddin	City of Castlegar	In-Person
Director D. Dumas	Town of Creston	
Director S. Hewat	Village of Kaslo	In-Person
Director A. McLauren-Caux	Village of Nakusp	In-Person
Director R. Logtenberg	City of Nelson	In-Person
Director L. Casley	Village of New Denver	
Director D. Lockwood	Village of Salmo	In-Person
Director L. Main	Village of Silverton	In-Person
Director J. Lunn	Village of Slocan	

ELECTED OFFICIALS

ABSENT

Director A. DeBoon	Town of Creston
Director K. Page	City of Nelson

STAFF PRESENT

S. Horn	Chief Administrative Officer
A. Lund	Deputy Corporate Officer
Y. Malloff	Chief Financial Officer/General Manager of Finance, Information Technology and Economic Development
J. Chirico	General Manager of Community Services
S. Sudan	General Manager of Development & Community Sustainability Services
U. Wolf	General Manager of Environmental Services
H. Smith	Finance Manager
C. Stanley	Regional Manager Operations & Asset Management
T. Davison	Regional Manager Recreation & Client Services
M. Friesen	Financial Analyst
T. Dool	Research Analyst
D. Elliott	Communications Coordinator

1. WEBEX REMOTE MEETING INFO

To promote openness, transparency and provide accessibility to the public we provide the ability to attend all RDCK meetings in-person or remote (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=md29d89aa4786b302bdecb1bdc48af83d>

Join by Phone:

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

Meeting Number (access code): 2774 226 5209

Meeting Password: S5iMH3qqbj4 (75464377 from phones)

In-Person Location:

Nelson Office - 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:

114/24

The agenda for the February 16, 2024 Special (Budget) Board meeting be adopted as circulated with the addition of the addendum.

Carried

2.3 ADOPTION OF THE MINUTES

Moved and seconded,

And Resolved:

115/24

The minutes from the January 19, 2024 Special (Budget) Board meeting be adopted as circulated.

Carried

3. NEW BUSINESS

The 2024-2028 DRAFT Financial Plan, has been received.

CFO Malloff indicated that the 2024-2028 Financial Plan is still considered a draft.

3.1 Public Budget Information Session Schedule

CFO Malloff provided an overview of the dates for the public information sessions.

3.2 West Transit Services

Tom Dool, Research Analyst, provided an overview of the West Transit Services.

Tom discussed the following for the Castlegar and Areas I and J Service S237:

- approximately 74, 193 rides provided in 2023;

- conventional ridership has increased 32% since 2021 and is anticipating to exceed 2019 levels by 2025;
- Custom Ridership has increased 24% since 2021 and is anticipated to exceed 2019 levels by 2025;
- 400 additional operating hours will be added in 2024/25 to address increased demand in the Grandview Heights Neighbourhood;
- 6% Contract lift related to new Operations Contract;
- Significant alignment between the current 5-Year Financial Plan and the proposed one;
- S237 5 Year Financial Plan; and
- S237 Residential and Actual Rates.

Tom answered the Board's questions regarding Castlegar and Areas I and J Service S237.

Tom discussed the following for the North Shore and Slocan Valley Transit Service S238:

- North Shore Transit funds 56 #10 North Shore trips weekly;
- Slocan Valley Transit funds 66 Kootenay Connector #99/20 trips weekly as well at a portion of the #52 Nakusp - Playmor;
- These services provide about 120,129 rides per year;
- Ridership has increased 64% since 2021 and is anticipated to exceed 2019 levels in 2024;
- 400 Operating hours will be added in 2024/25 to extend the #10 4:04 to Balfour ;
- 700 Additional Operating hours added to fund expansion on the #99;
- Contract Lift of 20% due to - Increased operations costs (wages) - Increased facility costs related to expanded interchange - Expanded service on the 99 and 10 - Increased maintenance costs;
- The costs associated with the service are proposed for reapportionment in 2025;
- S238 North Shore Transit - Budget;
- S238 Slocan Valley Transit - Budget; and
- S238 North Shore Slocan Valley Aggregate Requisitions

Tom answered the Board's questions regarding North Shore and Slocan Valley Transit Service S238.

Tom discussed the following for the Kootenay Lake West Transit Service S239:

- This service funds about 12,387 operating hours;
- These services provide about 143,290 rides per year;
- Routes funded by this service include both the portions of the #10 North Shore, and #20 Slocan Valley, 62 weekly trips on the #99, and most smaller connector services;
- 900 additional operating hours will be added in 2024/25 to provide 2 additional weekday 99 roundtrips;
- 22% increase to the municipal share of operating costs driven by - Change of Contractor - Increased Operations Costs (wages) - Increased Facilities Costs (interchange) - Service Expansion;
- The annual requisition for the service is anticipated to increase by 12.5% in 2024
- The costs associated with this service are proposed for reapportionment in 2025
- S239 Kootenay Lake West - Budget
- S239 Kootenay Lake West – Requisition

Tom answered the Board's questions regarding Kootenay Lake West Transit Service S239.

Tom provided the transit services aggregate requisition for the 2024-2028 Financial Plan.

Tom answered the Board's questions regarding all West Kootenay Transit Services.

**RECESS/
RECONVENED**

The meeting recessed at 10:25 a.m. for a break and reconvened at 10:40 a.m.

Moved and seconded,
And Resolved:

116/24

That the Board direct staff to increase transfer from reserves from the Kootenay Lake West Transit Service S239 from \$85,000 to \$185,000 and reduce requisition accordingly.

Carried

Moved and seconded,
And Resolved:

117/24

That the Board direct staff to have a 0% increase in requisition for Castlegar and Areas I and J Service S237 for 2024 budget.

Carried

3.3 A101: Emergency Consolidated Services

CAO Horn provided an overview of the Emergency Consolidated Services A101.

CFO Malloff and CAO Horn discussed the following regarding the Emergency Consolidated Services A101:

- the requisition changes in 2024;
- Budget changes for the seven (7) services in 2024; and
- provided the service A101 highlights for 2024.

CFO Malloff and CAO Horn answered the Board's questions.

3.4 911 Emergency Communication Service

CFO Yev discussed the following for the 911 Emergency Communications Services S156:

- an increase in taxation (\$548K in 2024 vs \$505K in 2023) due to costs increase and revenue decreases;
 - Increased contract services costs for 911 dispatch (South Okanagan: \$80K to \$115K) and Fire Dispatch (Fraser Fort George: \$273K to \$297K);
 - Fluent Information Management System - \$7K addition starting in 2024; and
 - \$45K for GIS Services to integrate Next Generation 911 (NG911) in 2024.

3.5 Core Services Refresher

CFO Malloff gave a refresher on the core services and the 2024 budgets for:

- General Administration Service S100;
- Rural Administration Services S101;
- Building Inspection Service S103;
- Planning & Land Use Service S104; and
- Geospatial Information System Service S102.

CFO Malloff answered the Board's questions.

**ORDER OF AGENDA
CHANGED**

The Order of Business was changed to address public time, Item 4 Public Time was considered at this time.

4. PUBLIC TIME

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

Member of the public provided comments and questions regarding the following:

- Staffing requests;
- West Transit Services;

- additional TV screen in Boardroom for public; and
- CPI increase calculations; and
- 2024-2028 budget.

**RECESSED/
RECONVENED** The meeting recessed at 11:54 a.m. for lunch and reconvened at 1:03 p.m.

**ORDER OF AGENDA
RESUMED** Item 3.5 was continued at this time.

DIRECTOR ABSENT Director Lunn left the meeting at 1:03 p.m.

Moved and seconded,
And Resolved:

118/24 That the Board direct staff to reduce the proposed contribution in the Building Inspection Service S103 to zero in reserve for 2024 and reduce requisitions by \$113,000.

Carried

Directors Newell and Hewat recorded opposed.

Moved and seconded,
And Resolved:

119/24 That the Board approve that the salaries and benefits of staff and the Director's stipends be moved as presented in the 2024 Financial Plan document as they follow Board's policies and Employment Contracts.

Carried

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

Moved and seconded,
And Resolved:

120/24 That the Board direct staff to reduce the rural Directors' annual allowance from Rural Administration Service S101 to \$1,000/year from 2024 to 2028.

Carried

**RECESS/
RECONVENED** The meeting recessed at 2:22 p.m. for a break and reconvened at 2:37 p.m.

3.6 2024 Overall Financial Plan Refresher

Chair Watson indicated that the 2024 Overall Financial Plan refresher has been discussed throughout the meeting and the Board will consider Item 3.7 RDCK Staffing Requests.

CFO Malloff and CAO Horn answered general questions from the Board regarding the draft 2024-2028 Financial Plan.

3.7 RDCK Staffing Requests

3.7.1 Staffing Request: Development and Community Sustainability - Emergency Program Coordinator - Nelson

The Board Report dated January 4, 2024 from Dan Séguin, Manager of Community Sustainability, seeking Board approval to hire an additional Emergency Program Coordinator - Nelson, has been received.

Moved and seconded,
And Resolved:

121/24

That the following recommendation **BE REFERRED** to the March 21, 2024 Board meeting:

That the Board approve the hiring of a second full-time, permanent Emergency Program Coordinator based in Nelson at an annual amount not to exceed \$103,625.00 in salary and benefits, plus approximately \$7,000 for position-related expenses (IT, education and training, PPE, phone, etc.), this will be prorated in 2024 based on the expected April 1 hiring date to \$77,718.78 salary and benefits, and approximately \$5,250 for position-related expenses; AND FURTHER, that staff include related expenses to fund the position in the 2024 A101 Emergency Program budget.

Carried

DIRECTOR PRESENT Director Lunn joined the meeting at 2:55 p.m.

3.7.2 Staffing Request: Community Services - Regional Park Staff

The Board Report dated January 3, 2024 from Craig Stanley, Regional Manager Operations and Asset Management, seeking Board approval to hire additional regional parks staff, has been received.

Moved and seconded,
And Resolved:

122/24

That the following recommendation **BE REFERRED** to the March 21, 2024 Board meeting:

That the Board approve one seasonal Regional Parks Maintenance worker be made full-time, permanent Regional Parks Maintenance worker at an annual amount not to increase salary and benefits more than \$62,000, plus approximately \$12,500 for position-related expenses (IT, training, PPE, phone, equipment etc.); AND FURTHER, this will be prorated in 2024 based on the expected April 29, 2024 hiring date to \$18,000 for salary and benefits, and approximately \$12,000 for position-related expenses; AND FURTHER, that staff include related expenses to fund the position in the 2024 A104 Community Services Regional Parks budget and to be costed to services as per the Community Services Fees.

Defeated

Moved and seconded,
And Resolved:

123/24

That the Board approve one seasonal Regional Parks Maintenance worker be made full-time, permanent Regional Parks Maintenance worker at an annual amount not to increase salary and benefits more than \$62,000, plus approximately \$12,500 for position-related expenses (IT, training, PPE, phone, equipment etc.); AND FURTHER, this will be prorated in 2024 based on the expected April 29, 2024 hiring date to \$18,000 for salary and benefits, and approximately \$12,000 for position-related expenses; AND FURTHER, that staff include related expenses to fund the position in the 2024 A104 Community

Services Regional Parks budget and to be costed to services as per the Community Services Fees.

Carried

Directors Watson, Graham, Davidoff, McFaddin, Casley and Lockwood recorded opposed.

5. ADJOURNMENT

Moved and seconded,
And Resolved:

124/24 That the meeting adjourn at 3:28 p.m.

Carried

Originally signed by

Aimee Watson, RDCK Board Chair

Originally signed by

Angela Lund, Deputy Corporate Officer