



Regional District of Central Kootenay
NORTH KOOTENAY LAKE SERVICES COMMITTEE
Open Meeting Agenda

Date: Monday, February 26, 2024
Time: 10:00 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:

10:00 a.m. PST

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=md2a4cb4c79a90fa700d68a36b6ca86ea>

Join by Phone:

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

Meeting Number (access code): 2771 383 5198

Meeting Password: uDVuDKUh563 (83883584 from phones)

In-Person Location:

Village of Kaslo Council Chambers
413 4th St., Kaslo, BC

2. CALL TO ORDER

Chair Hewat 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 February 26, 2024 North Kootenay Lake Services Committee meeting be adopted as circulated.

5. RECEIPT OF MINUTES

4 - 7

The January 15, 2024 North Kootenay Lake Services Committee minutes, have been received.

6. DELEGATE

No delegations.

7. STAFF REPORTS

7.1 S221 - Regional Facilities, Recreation And Park Service Budget

8

At the January 15th North Kootenay Lake Services Committee meeting, the Committee requested staff provide an updated budget for the February 26, 2024 meeting.

The updated S221 - Regional Facilities, Recreation And Park Service Budget budget, has been received.

7.2 S280 - Fire Service Budget

At the January 15th North Kootenay Lake Services Committee meeting, the Committee requested staff provide an updated budget for the February 26, 2024 meeting.

NOTE: There have been no changes to the S280 - Fire Service budget that was presented at the December 4, 2023 North Kootenay Lake Services Committee meeting.

7.3 A101 - Emergency Consolidated Services & S162 Emergency Planning - Kaslo And Area D Budgets

9 - 24

At the January 15th North Kootenay Lake Services Committee meeting, the Committee requested staff provide an updated budget for the February 26, 2024 meeting.

The updated A101 – Emergency Consolidated Services budget, has been received.

The S162 Emergency Planning – Kaslo and Area D budget, has been received.

8. NEW BUSINESS

No new business.

9. PUBLIC TIME

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

10. NEXT MEETING

The next North Kootenay Lake Services Committee meeting is scheduled for August 19, 2024 at 10:00 a.m..

11. ADJOURNMENT

RECOMMENDATION:

The North Kootenay Lake Services Committee meeting be adjourned at [Time].



REGIONAL DISTRICT OF CENTRAL KOOTENAY

**NORTH KOOTENAY LAKE SERVICES COMMITTEE
OPEN MEETING Agenda**

MONDAY, January 15, 2024

10:00 am

Location: Hybrid Model - In-person and Remote

Committee Members

Director Suzan Hewat

Director Aimee Watson

Village of Kaslo – Chair

Area D

Staff

Yev Malloff

Linda Tynan

Joe Chirico

Cary Gaynor

Tristan Fehst

Sangita Sudan

Dan Seguin

Christine Hopkyns

Chief Financial Officer - RDCK

Interim Chief Administrative Officer – Village of Kaslo

General Manager of Community Services

Regional Parks Manager

Regional Deputy Fire Chief and

General Manager of Development Services

Manager of Community Sustainability

Meeting Coordinator

1. WEBEX REMOTE MEETING INFO

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

Join by Video:

<https://nelsonho.webex.com/nelsonho/j.php?MTID=m794d7d51b4ca66c56e8195c658831f2c>

Join by Phone:

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

Meeting Number (access code): 2772 295 0409

Meeting Password: 9SGmf2MAUS3 (97463262 from phones)

In-Person Location: Village of Kaslo Council Chambers, 413 4th St, Kaslo, BC

2. CALL TO ORDER

RDCK General Manager of Community Services, Joe Chirico, called the meeting to order at 10:02 a.m.

3. ELECTION

3.1 ELECTION OF CHAIR

CALL FOR NOMINATIONS (3 Times)

RDCK General Manager of Community Services, Joe Chirico, called for nominations.

Director Watson nominated Director Hewat.

RDCK General Manager of Community Services, Joe Chirico, called for further nominations two times.

DECLARATION OF CHAIR

RDCK General Manager of Community Services, Joe Chirico ratifies the appointed Director Hewat as Chair of the North Kootenay Lake Services Committee for 2024.

4. CHAIR’S ADDRESS

Chair Hewat thanked the Committee.

5. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT

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

6. ADOPTION OF AGENDA

MOVED and seconded,
AND Resolved:

The Agenda for the January 15, 2024 North Kootenay Lake Services Committee meeting, be adopted as circulated.

Carried

7. RECEIPT OF MINUTES

The December 4, 2023 North Kootenay Lake Services Committee minutes, has been received.

8. DELEGATES

No delegations.

9. OLD BUSINESS

9.1 2023 KASLO SEARCH AND RESCUE – BUDGET

At the December 4, 2023 meeting, the Committee requested the whole Kaslo Search and Rescue budget be brought back to the January 15, 2024 meeting.

The Kaslo Search and Rescue Society 2023 Annual Budget has been received.

9.2 S221 - REGIONAL FACILITIES, RECREATION AND PARK SERVICE

The S221 - Regional Facilities, Recreation and Park Service budget request has been received.

Joe Chirico, General Manager of Community Services and Cary Gaynor, Regional Parks and Trails Manager, presented the updated 2024 Regional Facilities, Recreation and Park Service

budget. Joe noted that staff are still waiting on the some budget reconciliations that may affect to surplus from 2023.

Direction to Staff: That staff bring the updated 2024 Regional Facilities, Recreation and Park Service budget to the February 26th, 2024 North Kootenay Lake Services Committee meeting.

9.3 FIRE SERVICES RECRUITMENT UPDATE

At the December 4, 2023 meeting, the Committee requested staff provide an update at the January 15, 2024 meeting.

Tristan Fehst, Regional Deputy Fire Chief provided an update to the Committee regarding recruitment:

1. Kaslo Fire Chief – a posting for this position has been sent out.
2. Volunteer Firefighters – there was a recruitment drive on Friday, January 12, 2024. Two new members have been recruited. Staff continue recruiting effort through a social media recruitment drive.

Director Watson requested staff pass on recruitment material to the committee members to help assist in recruitment efforts.

Direction to Staff: That staff bring back an updated S280 - Fire Service budget to the February 26th, 2024 North Kootenay Lake Services Committee meeting.

9.4 EMERGENCY SERVICES BUDGET & PROGRAM UPDATE - LARDEAU EVENT

At the December 4, 2023 North Kootenay Lake Services Committee meeting, the follow motion was passed:

That the Emergency Services Budget & Program Update - Lardeau Event item BE REFERRED to the January 15, 2024 North Kootenay Lake Services Committee meeting.

Dan Seguin, Manager of Community Sustainability, provided an update to the Committee regarding the event in Lardeau that resulted in a 90 hour power outage. 'He shared that there was a community debrief, where they learned the impact on residents and what can be done differently in the future. Dan also shared there was a debrief with response agency's to discuss how to improve coordination. Two focuses came from this meeting, one is to update the emergency response contact list and the other was to identify the triggers – what would be the trigger to activate an emergency response.

Dan Seguin provided an overview to the Committee regarding the A101 Emergency Consolidated Services budget with the Committee. He provided some background and reviewed expenses. He shared the adjustments are still being made to the budget due to Creston allocation.

Direction to Staff: That staff bring the updated A101 Emergency Consolidated Services budget to the February 26th, 2024 North Kootenay Lake Services Meeting.

9.5 MCDONALD CREEK CONTRACT

At the December 4, 2023 North Kootenay Lake Services Committee meeting, the following motion was passed:

*That the McDonald Creek Contract item **BE REFERRED** to the January 15, 2024 North Kootenay Lake Services Committee meeting.*

Staff are in preliminary discussions regarding the McDonald Creek contract and are requesting referral to a future meeting.

MOVED and seconded,
AND Resolved:

That the McDonald Creek Contract item **BE REFERRED** to the August 19, 2024 North Kootenay Lake Services Committee meeting.

Carried

10. NEW BUSINESS

No items.

11. PUBLIC TIME

The Chair will call for questions from the public at 11:20 a.m.

- Public asked a question regarding the January 8th letter to Premier Eby from some members of Search & Rescue titled Misuse of authority, bullying and other issues concerning government EMCR staff and said she would send a copy to the Committee.
- Public did not have a question but stated they were doing research and wanted to set up a meeting regarding possible new library.

12. NEXT MEETING

The next North Kootenay Lake Services Committee meeting is scheduled for February 26, 2024.

13. ADJOURNMENT

MOVED and seconded,
AND Resolved:

The North Kootenay Lake Services Committee meeting be adjourned 11:25 a.m.

Carried

Digitally approved

Chair Suzan Hewat

Service	Account	Account (T)	Work Order (T)	2023 Budget	2024 Budget	Note
S221	41010	Requisitions		-252,003.00	-263,404.00	
S221	41020	Grants in lieu of Taxes		-1,600.00	-1,600.00	
S221	42030	User Fees		-18,000.00	-15,000.00	
S221	43020	Grants		-108,254.00	-14,030.00	
S221	43025	Grants - Specified	Glacier Creek Park-Operations	-3,800.00	-5,800.00	Community Development grant agreed to by Director Area D - Kiosk Signage
S221	43025	Grants - Specified	Lardeau Regional Park-Operations	-3,000.00	-3,000.00	Community Development grant agreed to by Director Area D - picnic tables, benches, dog waste dispenser
S221	43025	Grants - Specified		-6,800.00	-8,800.00	
S221	43030	Community Works Grants (Internal)		0.00	0.00	
S221	44020	Investment Income & Interest		-200.00	-200.00	
S221	49100	Prior Year Surplus		-60,850.00	-36,612.00	
S221	51010	Salaries		10,500.00	12,220.00	
S221	51030	Benefits		1,100.00	1,680.00	
S221	53040	Advertising		900.00	900.00	
S221	53050	Insurance		2,744.39	2,915.00	
S221	53080	Licence & Permits		400.00	400.00	
S221	54030	Contracted Services		35,000.00	32,500.00	
S221	55010	Repairs & Maintenance		14,700.00	12,800.00	
S221	55020	Operating Supplies		7,750.00	7,200.00	
S221	55025	Chemicals		0.00	0.00	
S221	55030	Equipment		14,250.00	3,750.00	
S221	55035	Radio Equipment		550.00	700.00	
S221	55050	Vehicles		0.00	0.00	
S221	55060	Rentals		0.00	0.00	
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Kaslo Recreation	11,500.00	1,500.00	Request reduced for 2024. Full funding is expected to be need in 2025.
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Arena	54,000.00	56,000.00	Dec 8, 2023 - Grant request to account for 3-5% increase in costs
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Arena	10,000.00	10,000.00	No Change to the request
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Curling Rink	10,000.00	10,000.00	?
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Kaslo Park	10,000.00	10,000.00	No Change to Request
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Argenta Community Hall	7,035.00	7,738.00	INCREASED - Operations November 30
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Argenta Community Hall	1,720.00	4,000.00	NEW INCREASED - Labour/Materials to install Lighting for the Hall & Grounds, Couches, Paint Supplies & Labour.
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Lardeau Community Centre	41,704.00	41,487.00	As per request - December 1, 2023
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Ainsworth Hall	7,000.00	8,000.00	As per request - November 30, 2023
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Johnsons Landing Hall	0.00	0.00	
S221	57010	Grants	Recreation Park - Area D and Kaslo Operation - Johnsons Landing Hall	10,000.00	10,000.00	Chair Denys Lawrence just connected - request will be coming soon - Dec 4, 2023
S221	57010	Grants		162,959.00	158,725.00	
S221	59000	Contribution to Reserve		104,211.00	10,000.00	
S221	59100	Accumulated Operating Surplus		4,612.00	0.00	
S221	59510	Transfer to Other Service - General Admin. Fee		4,744.00	4,593.00	
S221	59530	Transfer to Other Service - Community Services Fee		69,244.00	77,233.00	
S221	60000	Capital Expenditures		14,043.00	14,030.00	
S221				0.39	-0.00	
S221				0.39	-0.00	

2024 Draft Financial Plan

A101 Emergency Consolidated Services

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget
42025	Sale of Services - Specified	387.96	0.00	0.00
43020	Grants	55,601.04	0.00	0.00
43025	Grants - Specified	1,681,354.71	2,163,762.39	1,055,265.00
43500	External Contributions & Contracts	0.00	0.00	91,250.00
43505	External Contributions & Contracts - Specified	77,723.54	51,464.00	0.00
45500	Transfer from Other Service	878,928.00	891,073.50	952,596.00
49100	Prior Year Surplus	-1,035,588.20	-1,076,938.38	-99,326.00
Total Income		1,658,407.05	2,029,361.51	1,999,785.00

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget
51010	Salaries	544,524.33	613,000.00	709,820.00
51020	Overtime	28,791.30	1,000.00	2,250.00
51030	Benefits	131,525.74	135,500.00	155,490.00
51050	Employee Health & Safety	1,270.83	510.06	7,120.00
51060	Employee Incentives	1,274.96	2,600.00	6,800.00
51500	Directors - Allowance & Stipend	0.00	0.00	4,000.00
51550	Directors - Expenses	0.00	0.00	1,800.00
52010	Travel	27,689.54	29,655.00	36,939.00
52020	Education & Training	26,697.94	38,041.00	29,330.00
52030	Memberships, Dues & Subscriptions	3,070.58	4,350.00	5,950.00
53020	Admin, Office Supplies & Postage	6,125.70	5,112.91	7,260.00
53030	Communication	15,947.70	40,540.55	32,423.06
53040	Advertising	5,211.91	25,810.00	16,250.00
53050	Insurance	3,076.91	3,130.30	3,400.00
53080	Licence & Permits	1,830.82	1,613.00	3,814.00
54010	Legal	0.00	3,000.00	3,000.00
54030	Contracted Services	426,715.14	543,164.00	477,132.00
54040	Consulting Fees	8,828.86	224,300.00	149,935.00

Account	Description	2023 To Date	2023 Budget	2024 Budget
55010	Repairs & Maintenance	5,978.50	5,646.51	6,275.00
55020	Operating Supplies	11,280.80	15,875.02	957.57
55030	Equipment	3,593.34	38,992.00	4,750.00
55040	Utilities	1,915.21	1,614.27	3,835.00
55050	Vehicles	1,776.85	1,010.00	2,000.00
55060	Rentals	31,705.68	30,438.63	34,405.00
59000	Contribution to Reserve	7,000.00	7,000.00	9,600.00
59100	Accumulated Operating Surplus	0.00	20,000.00	9,672.00
59500	Transfer to Other Service	18,445.00	50,145.92	66,993.00
59510	Transfer to Other Service - General Admin. Fee	60,446.00	60,446.00	96,573.00
59520	Transfer to Other Service - IT Fee	126,867.00	126,867.00	112,011.00
60000	Capital Expenditures	38,988.38	0.00	0.00
Total Expenses		1,540,579.02	2,029,362.16	1,999,784.64
Total Service		117,828.03	-0.65	0.36

2024 Draft Financial Plan

A101 Emergency Consolidated Services

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
42025	Sale of Services - Specified	387.96	0.00	0.00	0.00	0.00	0.00	0.00
43020	Grants	55,601.04	0.00	0.00	0.00	0.00	0.00	0.00
43025	Grants - Specified	1,681,354.71	2,163,762.39	1,055,265.00	750,000.00	750,000.00	750,000.00	750,000.00
43500	External Contributions & Contracts	0.00	0.00	91,250.00	0.00	0.00	0.00	0.00
43505	External Contributions & Contracts - Specified	77,723.54	51,464.00	0.00	0.00	0.00	0.00	0.00
45500	Transfer from Other Service	878,928.00	891,073.50	952,596.00	944,916.00	967,246.00	990,182.00	1,013,743.00
49100	Prior Year Surplus	-1,035,588.20	-1,076,938.38	-99,326.00	1,000.00	1,000.00	1,000.00	1,000.00
Total Income		1,658,407.05	2,029,361.51	1,999,785.00	1,695,916.00	1,718,246.00	1,741,182.00	1,764,743.00

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
51010	Salaries	544,524.33	613,000.00	709,820.00	731,114.60	753,048.04	775,639.48	798,908.66
51020	Overtime	28,791.30	1,000.00	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00
51030	Benefits	131,525.74	135,500.00	155,490.00	160,154.70	164,959.34	169,908.12	175,005.36
51050	Employee Health & Safety	1,270.83	510.06	7,120.00	2,702.00	2,704.02	2,706.06	2,708.12
51060	Employee Incentives	1,274.96	2,600.00	6,800.00	2,800.00	2,800.00	2,800.00	2,800.00
51500	Directors - Allowance & Stipend	0.00	0.00	4,000.00	0.00	0.00	0.00	0.00
51550	Directors - Expenses	0.00	0.00	1,800.00	0.00	0.00	0.00	0.00
52010	Travel	27,689.54	29,655.00	36,939.00	36,990.89	37,043.30	37,096.23	37,149.69
52020	Education & Training	26,697.94	38,041.00	29,330.00	29,645.90	29,971.28	30,306.42	30,651.61
52030	Memberships, Dues & Subscriptions	3,070.58	4,350.00	5,950.00	6,045.50	6,143.63	6,244.48	6,348.12
53020	Admin, Office Supplies & Postage	6,125.70	5,112.91	7,260.00	7,317.10	7,374.77	7,433.02	7,491.85
53030	Communication	15,947.70	40,540.55	32,423.06	18,198.69	18,335.68	18,474.04	18,613.78
53040	Advertising	5,211.91	25,810.00	16,250.00	16,250.00	16,250.00	16,250.00	16,250.00
53050	Insurance	3,076.91	3,130.30	3,400.00	3,420.00	3,440.20	3,460.60	3,481.21
53080	Licence & Permits	1,830.82	1,613.00	3,814.00	2,283.49	2,303.17	2,323.06	2,343.14
54010	Legal	0.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
54030	Contracted Services	426,715.14	543,164.00	477,132.00	335,873.64	325,021.51	313,838.62	302,316.01
54040	Consulting Fees	8,828.86	224,300.00	149,935.00	0.00	0.00	0.00	0.00

Account	Description	2023 To Date	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
55010	Repairs & Maintenance	5,978.50	5,646.51	6,275.00	6,311.75	6,348.87	6,386.36	6,424.22
55020	Operating Supplies	11,280.80	15,875.02	957.57	957.57	957.57	957.57	957.57
55030	Equipment	3,593.34	38,992.00	4,750.00	4,750.00	4,750.00	4,750.00	4,750.00
55040	Utilities	1,915.21	1,614.27	3,835.00	3,873.35	3,912.08	3,951.20	3,990.72
55050	Vehicles	1,776.85	1,010.00	2,000.00	2,020.00	2,040.20	2,060.60	2,081.21
55060	Rentals	31,705.68	30,438.63	34,405.00	34,744.05	35,086.49	35,432.36	35,781.68
59000	Contribution to Reserve	7,000.00	7,000.00	9,600.00	9,652.00	9,705.04	9,759.14	9,814.32
59100	Accumulated Operating Surplus	0.00	20,000.00	9,672.00	0.00	0.00	0.00	0.00
59500	Transfer to Other Service	18,445.00	50,145.92	66,993.00	62,805.50	63,789.66	64,803.35	65,847.46
59510	Transfer to Other Service - General Admin. Fee	60,446.00	60,446.00	96,573.00	98,504.46	100,474.55	102,484.04	104,533.72
59520	Transfer to Other Service - IT Fee	126,867.00	126,867.00	112,011.00	114,251.22	116,536.24	118,866.97	121,244.31
60000	Capital Expenditures	38,988.38	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenses		1,540,579.02	2,029,362.16	1,999,784.64	1,695,916.42	1,718,245.66	1,741,181.72	1,764,742.76
Total Service		117,828.03	-0.65	0.36	-0.42	0.34	0.28	0.24

2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR403 Consolidated Emergency Services

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43505	External Contributions & Contracts - Specified	0.00	51,464.00	0.00	EOC development carry over. Done for 2024.
45500	Transfer from Other Service	199,213.00	199,212.58	162,214.00	Dan Updated Feb 7, 2024
49100	Prior Year Surplus	-101,928.24	-119,111.00	0.00	
Total Income		97,284.76	131,565.58	162,214.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
53020	Admin, Office Supplies & Postage	3,716.22	3,862.91	4,310.00	Common (w 4% CPI)
53030	Communication	2,697.42	3,356.55	3,000.00	Common (w 4% CPI) + Nakusp Landlines
53050	Insurance	1,932.91	1,530.16	2,000.00	Designated for Liability Insurance --> to review
53080	Licence & Permits	376.80	0.00	34.00	
54010	Legal	0.00	3,000.00	3,000.00	
55010	Repairs & Maintenance	3,193.44	3,046.51	3,675.00	Common (w 4% CPI)
55040	Utilities	1,915.21	1,614.27	2,680.00	Common (w 4% CPI)
55050	Vehicles	1,741.85	1,010.00	2,000.00	Fleet vehicle usage
55060	Rentals	4,089.68	4,181.11	5,005.00	Common (w 4% CPI)
59000	Contribution to Reserve	0.00	0.00	2,600.00	Fleet Vehicle Reserve Contr.
59510	Transfer to Other Service - General Admin. Fee	60,446.00	60,446.00	96,573.00	Updated 2-1-24 Cover cost that run from General Admin (HR, Finance, Comms, etc.)
59520	Transfer to Other Service - IT Fee	49,518.00	49,518.00	37,337.00	Updated 2-1-24
Total Expenses		129,627.53	131,565.50	162,214.00	

Total Service	-32,342.77	0.08	0.00
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR501 Emergency Management

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43505	External Contributions & Contracts - Specified	191.47	0.00	0.00	
45500	Transfer from Other Service	347,916.00	337,916.00	371,711.00	Dan Updated January 4, 2024
49100	Prior Year Surplus	-8,916.24	-8,916.00	0.00	
Total Income		339,191.23	329,000.00	371,711.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
51010	Salaries	217,966.77	207,000.00	231,500.00	.107 SS, .5 DS, .6 MBS, .6 JJ, 1 EPC Nelson
51020	Overtime	948.97	500.00	1,500.00	5 year average since 2019 is \$1,750
51030	Benefits	67,584.00	60,000.00	67,200.00	.107 SS, .5 DS, .6 MBS, .6 JJ, 1 EPC Nelson
51050	Employee Health & Safety	15.00	0.00	4,920.00	Will apply for CEPF Grant to Cover --> PPE for EPCs (4x: \$500Haix Station boots, \$600 reflective jacke
51060	Employee Incentives	565.59	1,000.00	5,000.00	\$4K EPC Moving Expenses + Carried over from 2023 to buy hats + celebration related incentives
51500	Directors - Allowance & Stipend	0.00	0.00	4,000.00	EDMA January Workshop Director Stipends (as per Stuart's email Dec 20, 2023)
51550	Directors - Expenses	0.00	0.00	1,800.00	EDMA January Workshop Director Stipends (as per Stuart's email Dec 20, 2023)
52010	Travel	1,326.04	3,900.00	3,939.00	EPC Meetings, NEPP activities
52020	Education & Training	4,102.10	7,000.00	7,630.00	3920DS, 1605JJ (IAEM), 500MBS, 1605EPC Nelson
52030	Memberships, Dues & Subscriptions	50.00	300.00	350.00	BCAEM (\$150 - DS,JJ, EPC N), IAEM (125USD - JJ)
53020	Admin, Office Supplies & Postage	1,090.87	300.00	1,000.00	.6 Common Creston (w 4% CPI) + Rocketbooks
53030	Communication	1,777.42	2,500.00	4,775.00	.6 Common Creston (w 4% CPI) + \$3K cell for DS, EPC N, EPC C + EPC Nelson: new iPhone 14 128GB (
53040	Advertising	1,320.04	3,000.00	3,000.00	EM Prep materials + NEPP to develop online materials
53050	Insurance	0.00	0.00	0.00	Nil
53080	Licence & Permits	0.00	300.00	1,550.00	Monday.com x 4 \$1,250 (DS, EPCN1, EPCN2, MBS) + Adobe pro x 2 \$300
54030	Contracted Services	26,605.09	32,500.00	21,854.00	.6 Common Creston - Janitorial (w 4% CPI)
55020	Operating Supplies	12.31	200.00	200.00	Consumable stuff
55030	Equipment	0.00	500.00	500.00	\$500 regular For EM staff (EPCs, Maya, DS)
55040	Utilities	0.00	0.00	693.00	.6 Common Creston - Utilities (w 4% CPI)
55060	Rentals	150.00	0.00	300.00	4x Hall Rental (Village of New Denver) for Emergency Preparedness Committee Quarterly meeting
59500	Transfer to Other Service	200.00	10,000.00	10,000.00	Transfer to fire for Duty Officer (transfer to OVR172-100 in S101)
Total Expenses		323,714.20	329,000.00	371,711.00	

Total Service	15,477.03	0.00	0.00
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR502 Emergency Operations Center

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43025	Grants - Specified	0.00	33,000.00	0.00	Labelled as Fortis Grant from 2023, but cannot find the grant income anywhere so was removed for
45500	Transfer from Other Service	146,723.00	146,723.00	176,950.00	Dan Updated Feb 7, 2024
49100	Prior Year Surplus	22,745.65	22,745.00	0.00	
Total Income		169,468.65	202,468.00	176,950.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
51010	Salaries	3,384.71	12,000.00	33,000.00	\$15K EOC Stand by + \$18K new EOC Director top-up model
51020	Overtime	2,738.37	0.00	0.00	Nil.
51030	Benefits	653.35	3,000.00	9,570.00	29% Based on Stand by and EOC Director top-up
51050	Employee Health & Safety	140.85	0.00	200.00	Budget for criminal record checks for EOC and Resource Workers
52010	Travel	184.00	250.00	250.00	Activation related travel
52020	Education & Training	929.84	11,000.00	1,000.00	Based on 4 prior year average (NOTE removed carry over from the ICS 300/400)
52030	Memberships, Dues & Subscriptions	2,368.64	1,300.00	2,800.00	Voyent Alert Subscription
53020	Admin, Office Supplies & Postage	166.47	400.00	400.00	Makers, FC paper, EOC logbooks, etc.
53030	Communication	3,935.10	5,757.00	4,200.00	Irridium Go (we have 4, only 1 activated=\$335/month), but 13 in inventory
53080	Licence & Permits	1,454.02	1,313.00	1,600.00	JotForm 12-month Subscription (see for 2025 if it was used)
54040	Consulting Fees	0.00	300.00	0.00	Nil.
55010	Repairs & Maintenance	2,190.16	500.00	500.00	Based on previous years.
55020	Operating Supplies	0.00	1,000.00	0.00	
55030	Equipment	1,121.98	33,400.00	500.00	Based on previous years.
55050	Vehicles	35.00	0.00	0.00	Nil.
55060	Rentals	27,466.00	25,757.52	28,600.00	Common (Kutenai Place)
59500	Transfer to Other Service	17,745.00	40,145.92	56,993.00	GIS expense for 0.25 FTE @ \$31,850 (455 hours at \$70/hour)
59520	Transfer to Other Service - IT Fee	66,345.00	66,345.00	37,337.00	Updated 2-1-24
Total Expenses		130,858.49	202,468.44	176,950.00	

Total Service	38,610.16	-0.44	0.00
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR503 Emergency Supprt Services

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43025	Grants - Specified	10,000.00	36,000.00	1,000.00	2023 CEPF Grant - Amount gets paid after final reporting
43505	External Contributions & Contracts - Specified	56.34	0.00	0.00	Nil ongoing.
45500	Transfer from Other Service	63,445.00	63,445.00	118,598.00	City of Nelson ESS Fee by Service Based Population Allocation
49100	Prior Year Surplus	40,279.33	41,279.00	11,000.00	Incidentals (e.g. possible rental for ESS trailers, etc)
Total Income		113,780.67	140,724.00	130,598.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
51010	Salaries	28,028.32	38,000.00	43,320.00	.1 DS, .4 JJ
51020	Overtime	42.26	0.00	250.00	4 year average since 2019
51030	Benefits	6,653.05	12,000.00	12,570.00	.1 DS, .4 JJ
51060	Employee Incentives	100.00	1,600.00	1,600.00	Annual Volunteer Recognition, 80 volunteers x \$20ea
52010	Travel	966.90	7,000.00	1,750.00	Travel expenses for Jon & ESS volunteers to attend meetings and trainings
52020	Education & Training	367.38	4,200.00	4,200.00	JIBC Reception Centre course. 2 x ESS Director events. Group lodging course.
52030	Memberships, Dues & Subscriptions	1.94	0.00	0.00	Nothing
53020	Admin, Office Supplies & Postage	689.81	200.00	400.00	.4 Common Creston - Admin/Office (w 4% CPI)
53030	Communication	2,431.13	22,700.00	15,234.00	.4 Common Creston - Communications(w 4% CPI)
53040	Advertising	0.00	100.00	1,250.00	No more CRC. So new budgte for targeted recruitment for ESS volunteers (250 FB ads + 1000 poster
53050	Insurance	1,144.00	1,600.15	1,400.00	ESS Trailers
53080	Licence & Permits	0.00	0.00	315.00	Monday.com x 1 \$315 (JJ)
54030	Contracted Services	0.00	15,000.00	410.00	.4 Common Creston - Janitorial (w 4% CPI) + Big change since no more CRC
55010	Repairs & Maintenance	594.90	2,100.00	2,100.00	Annual Maintenance ESS Trailers (\$300 x 7 trailers)
55020	Operating Supplies	11,268.49	14,420.00	500.00	For potential additional vounteers (hats, signage, etc)
55030	Equipment	1,727.42	3,300.00	0.00	Nothing, unless we get a grant.
55040	Utilities	0.00	0.00	462.00	.4 Common Creston - Utilities (w 4% CPI)
55050	Vehicles	0.00	0.00	0.00	Nothing.
55060	Rentals	0.00	500.00	500.00	In case ESS Trailers need to be towed (typicall Fire tows for us)
59000	Contribution to Reserve	7,000.00	7,000.00	7,000.00	For future replacement of ESS trailers
59500	Transfer to Other Service	500.00	0.00	0.00	
59520	Transfer to Other Service - IT Fee	11,004.00	11,004.00	37,337.00	Updated 2-1-24
Total Expenses		72,519.60	140,724.15	130,598.00	

Total Service	41,261.07	-0.15	0.00
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR505 Operational Fuel Treatments

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43025	Grants - Specified	395,503.65	327,549.14	95,786.00	Nil. Project complete.
49100	Prior Year Surplus	-327,549.15	-327,549.14	-51,239.00	Nil. Project complete.
Total Income		67,954.50	0.00	44,547.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
52020	Education & Training	7,500.00	0.00	0.00	Nil. Project complete.
54030	Contracted Services	75,221.29	0.00	34,875.00	Remainder of FPInnovations Post Treatment Evaluations (\$11,625 paid in sept 2023) - Funded by FI
59100	Accumulated Operating Surplus	0.00	0.00	9,672.00	RDCK Admin fee (15%) for FPInnovations Post Treatment Evaluations - Funded by FESBC - to pay fo
Total Expenses		82,721.29	0.00	44,547.00	

Total Service		-14,766.79	0.00	0.00	
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR507 Fire Smart

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43020	Grants	55,601.04	0.00	0.00	
43025	Grants - Specified	1,082,336.27	1,572,662.00	945,479.00	2021 CRI FireSmart Grant: Received (\$371,700.29)
43500	External Contributions & Contracts	0.00	0.00	91,250.00	Castlegar 2023 FireSmart Charge for Services
45500	Transfer from Other Service	0.00	20,000.00	0.00	Nil. Not taking from Rural Admin
49100	Prior Year Surplus	-636,142.33	-669,249.00	-136,794.00	2023 costs not yet repaid by CRI FireSmart - should be covered by the grant
Total Income		501,794.98	923,413.00	899,935.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
51010	Salaries	236,753.68	256,000.00	317,000.00	CRI Funded: .1 MBS, .1 NH, 1xWMC, 7xWMS (1>2023)
51020	Overtime	0.00	500.00	500.00	CRI Funded: 6 year average since 2018 is \$750
51030	Benefits	33,708.76	30,500.00	41,500.00	CRI Funded: .1 MBS, .1 NH, 1xWMC
51050	Employee Health & Safety	1,114.98	510.06	2,000.00	CRI Funded: WMS (new vests, hard hats, baseball caps)
52010	Travel	23,947.36	18,000.00	30,000.00	CRI Funded: More WMS travel due to rebate follow up inspections
52020	Education & Training	11,598.57	13,400.00	13,600.00	CRI Funded: \$6K HPP training, \$6.6K FESBC Conf, \$1K GF
52030	Memberships, Dues & Subscriptions	650.00	1,950.00	2,000.00	CRI Funded: HPP enrollement fee: \$250x7 WMS
53020	Admin, Office Supplies & Postage	266.61	200.00	1,000.00	CRI Funded: General use
53030	Communication	2,443.10	5,520.00	4,500.00	CRI Funded: WMS Cell phone expense + In Reach subscription
53040	Advertising	3,891.87	20,710.00	10,000.00	CRI Funded: Printed advertising for contractors + general awareness building
54030	Contracted Services	204,883.00	330,326.00	324,142.00	TBD CRI Funded: CFRC Tables (don't know this acronym)
54040	Consulting Fees	0.00	224,000.00	149,935.00	CWRP work done in 2023 as part of 2023 CRI Grant but will be paid in 2024
55020	Operating Supplies	0.00	255.02	257.57	
55030	Equipment	743.94	1,542.00	3,500.00	CRI Funded: iPad replacements
59100	Accumulated Operating Surplus	0.00	20,000.00	0.00	
Total Expenses		520,001.87	923,413.07	899,934.57	

Total Service	-18,206.89	-0.07	0.43
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR510 Wildfire Mitigation

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43025	Grants - Specified	168,610.00	165,338.00	13,000.00	LightShip GIS Project (\$127,000 - \$114,000 already received) - Funded by CBT
45500	Transfer from Other Service	121,631.00	121,631.00	117,980.00	
49100	Prior Year Surplus	15,221.68	15,221.68	82,850.00	LightShip GIS Project (Carry over of funds received \$114,000-\$31,150 paid to consultant in 2023)- F
Total Income		305,462.68	302,190.68	213,830.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
51010	Salaries	54,694.72	100,000.00	85,000.00	.2 DS, .1 MBS, .6 NH
51020	Overtime	84.53	0.00	0.00	Nil. Should be no overtime in this position that isn't covered by Task Number.
51030	Benefits	19,714.02	30,000.00	24,650.00	.2 DS, .1 MBS, .6 NH
51060	Employee Incentives	609.37	0.00	200.00	
52010	Travel	279.90	505.00	1,000.00	
52020	Education & Training	1,432.63	2,441.00	2,900.00	2900 NH
52030	Memberships, Dues & Subscriptions	0.00	800.00	800.00	ABCF Fees
53020	Admin, Office Supplies & Postage	49.20	150.00	150.00	
53030	Communication	2,159.05	707.00	714.06	NH cellphone monthly bill
53040	Advertising	0.00	2,000.00	2,000.00	
53080	Licence & Permits	0.00	0.00	315.00	Monday.com x 1 \$315 (NH)
54030	Contracted Services	80,116.87	165,338.00	95,851.00	Nil. Dog Creek Project compled and funds received - Funded by CBT
55030	Equipment	0.00	250.00	250.00	
Total Expenses		159,140.29	302,191.00	213,830.06	

Total Service	146,322.39	-0.32	-0.06
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2024 Draft Financial Plan

A101 Emergency Consolidated Services
CAP1370 EMG - 2022 EOC Equipment Upgrades
INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43025	Grants - Specified	24,904.79	0.00	0.00	
49100	Prior Year Surplus	-10,085.65	0.00	0.00	
Total Income		14,819.14	0.00	0.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
60000	Capital Expenditures	13,066.59	0.00	0.00	
Total Expenses		13,066.59	0.00	0.00	

Total Service		1,752.55	0.00	0.00	
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2024 Draft Financial Plan

A101 Emergency Consolidated Services
CAP1424 EMG - EOC Alternate Site - CEPF Grant
INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
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EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
60000	Capital Expenditures	25,921.79	0.00	0.00	
Total Expenses		25,921.79	0.00	0.00	

Total Service		-25,921.79	0.00	0.00	
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR402 Emergency Response Recovery

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
42025	Sale of Services - Specified	387.96	0.00	0.00	
43505	External Contributions & Contracts - Specified	77,475.73	0.00	0.00	
45500	Transfer from Other Service	0.00	2,145.92	5,143.00	
49100	Prior Year Surplus	0.00	-2,145.92	-5,143.00	Deficit from 2023 (benefits not covered by EMCR \$3,207.58)
Total Income		77,863.69	0.00	0.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
51010	Salaries	3,696.13	0.00	0.00	
51020	Overtime	24,977.17	0.00	0.00	
51030	Benefits	3,212.56	0.00	0.00	
52010	Travel	985.34	0.00	0.00	
52020	Education & Training	767.42	0.00	0.00	
53020	Admin, Office Supplies & Postage	146.52	0.00	0.00	
53030	Communication	504.48	0.00	0.00	
54030	Contracted Services	39,888.89	0.00	0.00	
54040	Consulting Fees	8,828.86	0.00	0.00	
Total Expenses		83,007.37	0.00	0.00	

Total Service	-5,143.68	0.00	0.00
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2024 Draft Financial Plan

A101 Emergency Consolidated Services

OPR646 EMG - Community Resiliency Investment (CRI) FireSmart Grants

INCOME

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
43025	Grants - Specified	0.00	29,213.25	0.00	Nil. Completed
49100	Prior Year Surplus	-29,213.25	-29,213.00	0.00	Nil. Completed
Total Income		-29,213.25	0.25	0.00	

EXPENSES

Account	Description	2023 To Date	2023 Budget	2024 Budget	Note
Total Service		-29,213.25	0.25	0.00	

S162 Emergency Planning-Kaslo and Area D**INCOME**

Account	Description	2023 DRAFT	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
41010	Requisitions	49,790	49,790	71,095	73,228	75,425	77,687	80,018
41020	Grants in lieu of Taxes	334	0	0	0	0	0	0
49100	Prior Year Surplus	1,125	0	0	0	0	0	0
Total Income		51,249	49,790	71,095	73,228	75,425	77,687	80,018

EXPENSES

Account	Description	2023 DRAFT	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget
59500	Transfer to Other Service	49,790	49,790	71,095	73,228	75,425	77,687	80,018
Total Expenses		49,790	49,790	71,095	73,228	75,425	77,687	80,018
Total Service		1,459	0	0	0	0	0	0