



Regional District of Central Kootenay  
REGULAR BOARD MEETING  
Open Meeting Agenda

**Date:** Thursday, November 14, 2024  
**Time:** 9:00 am  
**Location:** Hybrid Model - In-person and Remote

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

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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. PST

10:00 a.m. MST

**Join by Video:**

<https://rdck-bc-ca.zoom.us/j/93458441456?pwd=kxdyvG3Vti0sQ6c0HAfMdaZXA0FI7C.1&from=adon>

**Join by Phone:**

833 958 1164 Canada Toll-free

**Meeting ID:** 934 5844 1456

**Meeting Password:** 247697

**In-Person Location:**

Boardroom - Nelson Office  
202 Lakeside Drive, Nelson BC

**2. ELECTIONS**

**2.1 Election of the RDCK Board Chair**

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

**RECOMMENDATION:**

**(ALL VOTE)**

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

**2.2 Election of the RDCK Board Vice-Chair**

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

**RECOMMENDATION:**

**(ALL VOTE)**

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

**3. CHAIR'S ADDRESS**

**4. VICE-CHAIR'S ADDRESS**

**5. COMMENCEMENT OF BOARD MEETING**

The RDCK Board Chair assumes the chair.

**5.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**5.2 ADOPTION OF THE AGENDA**

**RECOMMENDATION:**

(ALL VOTE)

The agenda for the November 14, 2024 Regular Open Board meeting be adopted as circulated with the addition of the addendum.

**5.3 ADOPTION OF THE MINUTES**

13 - 35

**RECOMMENDATION:**

(ALL VOTE)

The minutes from the October 17, 2024 Regular Open Board meeting be adopted as circulated.

**5.4 INTRODUCTIONS**

CAO Horn will introduce Wendy Armstrong, IT Business Applications Analyst, replacing Erik Chmara.

**5.5 DELEGATIONS**

**5.5.1 Kootenay and Boundary Farm Advisors**

36 - 47

Sarah Hirschfeld, Project Manager and Farm Advisor  
Rachael Roussin, Farm Advisor

**5.5.2 Kootenay Employment Services and Community Futures East Kootenay**

Leandri Kleinhans, Creston Valley-Kootenay Lake Economic Action Partnership Manager

The presentation from Kootenay Employment Services and Community Futures East Kootenay will be received in the addenda package.

**6. BUSINESS ARISING OUT OF THE MINUTES**

- 6.1 The letter dated July 22, 2024 from Ken Kalesnikoff, Kalesnikoff, and Forestry WorksforBC Team to introduce the Forestry WorksforBC campaign and requesting a letter of support from local government. Board Meeting - September 12, 2024 & October 17, 2024 RES 501/24 refer to the October Board Meeting RES 529/24 refer to the November Board Meeting**

48 - 54

Please note there is an additional item related to forestry on the agenda - Item 8.1.

**RECOMMENDATION:**

(ALL VOTE)

That the Board send a letter of support to the Ministry of Forests regarding the Forestry WorksforBC campaign.

**7. COMMITTEES & COMMISSIONS**

**7.1 FOR INFORMATION**

- 7.1.1 Riondel Commission: minutes October 1, 2024** 55 - 60
- 7.1.2 Nelson, Salmo, E, F and G Regional Park Commission: minutes October 15, 2024** 61 - 64
- 7.1.3 Area A Advisory Planning and Heritage Commission: minutes October 21, 2024** 65 - 67  
Staff received directions regarding the Development Variance Permit.

**7.2 WITH RECOMMENDATIONS**

- 7.2.1 North Kootenay Lake Services Committee: minutes October 21, 2024** 68 - 73

**RECOMMENDATION:**  
(PO WGT)

**STAFF RECOMMENDATION**  
That the Board direct staff to prepare repeal bylaws for the Kaslo and Area Regional Facilities, Recreation, and Parks Service Commission Bylaw 2023, 2009 and the Glacier Creek Regional Park Commission Bylaw No. 1306, 1998; AND FURTHER, that going forward the governance matters for parks and recreation services in Kaslo and Area D be considered by the North Kootenay Lake Regional Services Committee.

- 7.2.2 Water Services Committee: minutes October 23, 2024** 74 - 78

**RECOMMENDATION:**  
(PO WGT)

That the Board direct staff to prepare amendments to the Parcel/Frontage Tax Bylaws for Balfour, Duhamel, Riondel, Sanca and Woodbury Village, and the Service Establishment Bylaws for Duhamel, Burton, Woodbury Village, Sanca and South Slokan to build system-specific capital reserve funds for system renewal and replacement.

- 7.2.3 All Recreation Committee: minutes October 30, 2024** 79 - 84

**RECOMMENDATION:**  
(ALL VOTE)

That the Board adopt Policy Number 500-01-11, Community Services Donation Policy, with the amendment to the framework

content presented to include that the total value of donations by the Regional District of Central Kootenay for each calendar year be limited to the amount identified in the financial plan;

AND THAT the Community Services Donation Policy include that donations can be a combination of the options;

AND FURTHER, that the Community Services Donation Policy be effective December 1, 2024.

**7.2.4 Creston Valley Services Committee: minutes November 7, 2024**

The minutes of the Creston Valley Services Committee meeting held November 7, 2024 will be received in the addenda package.

**7.2.5 Regional Accessibility Advisory Committee: minutes November 7, 2024**

85 - 94

The minutes of the Regional Accessibility Advisory Committee meeting held November 7, 2024 will be received in the addenda package.

The Accessibility Framework dated October 21, 2024 from Angela Lund, Deputy Corporate Officer, has been received.

**7.2.6 Joint Resource Recovery Committee: minutes November 13, 2024**

The minutes of the Joint Resource Recovery Committee meeting held November 13, 2024 will be received in the addenda package.

**7.2.7 Nakusp and Area K Recreation Commission No. 4**

95 - 120

**RECOMMENDATION:**  
(ALL VOTE WGT)

That the Board approve an amendment to the 2024 Financial Plan from Recreation Commission No. 4 – Nakusp & Area K Service No. S228 to reduce \$6,789.00 from Accumulated Operating Surplus, and to increase \$6,789 in Grants to increase available grant funding;

AND FURTHER, that the Board approve the payment of the following grants from the Recreation Commission No. 4 – Nakusp & Area K Service No. S228 2024 budget:

Arrow Lakes Gymnastics Club \$9000

**7.3 MEMBERSHIP**

**7.3.1 Economic Trust of the Southern Interior BC  
Current members:**

121 - 169

Director W. Popoff  
Director J. Lunn (municipal)

Director D. Lockwood (municipal)  
Director A. McLaren-Caux (Alternate)

**RECOMMENDATION:**  
(ALL VOTE)

That the Board appoints the following Directors to the Economic Trust of the Southern Interior BC with a term expiring December 31, 2026, with stipend and usual expenses to be paid from the General Administration Service S100:

Director \_\_\_\_\_ (Rural)  
Director \_\_\_\_\_ (municipal)  
Director \_\_\_\_\_ (municipal)  
Director \_\_\_\_\_ (Alternate)

**7.3.2 RDCK Commissions**

170 - 172

**RECOMMENDATION:**  
(ALL VOTE)

That the Board appoint the individuals to the following RDCK commissions:

**Area J Advisory Planning and Heritage Commission - term to expire December 31, 2026**

Jeff Grant

**Kaslo and Area D Economic Development Commission - term to expire December 31, 2026**

Rick Nay (Kaslo)

Rob Lang (Kaslo)

**Area H, New Denver and Silverton Recreation Commission No. 6 - term to expire December 31, 2026**

Heather Robertson (New Denver - Community Member)

**7.4 DIRECTORS' REPORTS**

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

**7.4.1 Director Jackman**

**7.4.1.1 Director's Report: CBRAC/RCC**

173

**7.4.1.2 Letter of Support: Kootenay Community Geothermal Project - Fortis BC**

174 - 175

**7.4.2 Director Tierney: Letter of Support - Creston Valley Minor Baseball Association**

176

7.4.3	Director Graham: Letter of Support - Balfour Recreation Commission	177
7.4.4	Director McLaren-Caux: 2024 October - November Activities	178 - 181
<b>8.</b>	<b>CORRESPONDENCE</b>	
8.1	The letter dated October 15, 2024 from Rachel Holt, Independent Ecologist, seeking a letter of support of more diversified future for forestry.	182 - 190
8.2	The email dated October 22, 2024 from Jeremy Van Walsh, AntMind, seeking a letter of support for the proposed gasification facility in the West Kootenay region.	191 - 194
8.3	The email dated October 31, 2024 from Tracey Harvey, Selkirk College, thanking the RDCK for their support for the 3-year regional cannabis economic development project.	195 - 197
<b>9.</b>	<b>COMMUNICATIONS</b>	
9.1	The letter dated October 21, 2024 from Peter Pokorny, Ministry of Agriculture and Food, thanking the RDCK for meeting during the 2024 UBCM Convention.	198
9.2	The letter dated October 22, 2024 from Kevin Jardine, Ministry of Environment and Climate Change Strategy, thanking the RDCK for meeting during the 2024 UBCM Convention.	199 - 201
9.3	The letter dated October 29, 2024 from Richard Manwaring, Ministry of Forests, thanking the RDCK for meeting during the 2024 UBCM Convention.	202
<b>10.</b>	<b>FOR INFORMATION: ACCOUNTS PAYABLE</b>	203 - 226
	The Accounts Payable Summary for October 2024 in the amount of \$4,049,827 has been received for information.	
<b>11.</b>	<b>BYLAWS</b>	
11.1	Bylaw 2904: Regional Accessibility Advisory Committee	227

**RECOMMENDATION:**

(ALL VOTE)

That the Board direct staff to prepare an amendment to the Regional Accessibility Advisory Committee Bylaw No. 2904, 2023 that includes the removal of the Village of Nakusp from Schedule A.

**12. NEW BUSINESS**

**12.1 DEVELOPMENT AND COMMUNITY SUSTAINABILITY**

**12.1.1 UBCM Grant Funding: Emergency Support Services Equipment and Training Stream 228 - 231**

The Board Report dated October 28, 2024 from Jon Jackson, Emergency Program Coordinator, seeking Board approval to apply to UBCM's Community Emergency Preparedness Fund, has been received.

**RECOMMENDATION:**  
(ALL VOTE)

That the RDCK Board direct staff to apply to UBCM's Community Emergency Preparedness Fund grant program for \$40,000 in funding to provide training and equipment for Emergency Support Services volunteers, and that if successful, the grant revenue and project costs be recorded in Service A101 Emergency Program Services.

**12.1.2 Emergency and Disaster Management Act: Indigenous Engagement Requirements 232 - 241**

That Board Report dated October 29, 2024 from Tanya Paul, Emergency Program Coordinator, seeking the Board sign nine Memorandums of Understanding to pool Indigenous Engagement Requirement funds, has been received.

**RECOMMENDATION:**  
(ALL VOTE WGT)

That the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

**12.1.3 Funding Agreement: BC Watershed Security Fund 242 - 246**

**RECOMMENDATION:**  
(ALL VOTE WGT)

That the Board approve the RDCK entering into a Funding Agreement with Real Estate Foundation of British Columbia for



water sustainability for yaqan nuʔkiy ʔamakʔis - Creston Valley, and that the Chair and Corporate Officer be authorized to sign the necessary documents.

**12.2 FINANCE & ADMINISTRATION**

- 12.2.1 For Information: 2024 RDCK Quarterly Report (Q3)** 247 - 283  
 The 2024 RDCK Quarterly Report (Q3) from Mike Morrison, Corporate Officer, has been received for information.

**12.3 GRANTS**

**12.3.1 Discretionary**

- 12.3.1.1 Discretionary Grants: November 2024** 284 - 293

**RECOMMENDATION:**

(ALL VOTE)

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

**AREA A**

East Shore Circle of Friends Society	New Signage	\$900
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East Shore Kootenay Lake Community Health Society	Action Plan: Implementation of Community Consultation	\$1000
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**AREA E**

The Dance Umbrella Society	Day of the Dead	\$150
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Procter-Harrop Senior Centre Branch 118	Christmas Dinner	\$300
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**AREA G**

Salmo District Arts Council	Stage 2 Infrastructure Planning	\$5,000
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**AREA H**

Crescent Valley Firefighters Foundation	Halloween Fireworks	\$750
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Taghum Hall Society	Contra Dances	\$910
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**AREA I**

Mount Sentinel Secondary School	Breakfast for Learning	\$1,000
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Selkirk College Foundation	Steps for Success Campaign	\$2,000
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**AREA J**

Castlegar Sculpturewalk	Night of Fire 2024	\$1,000
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**12.3.1.2 Resolution 574/24: Discretionary Grant Amendment**

**RECOMMENDATION:**

(ALL VOTE)

That Resolution 574/24, being the allocation of Discretionary grants funds:

**AREA J**

Robson Fire Department	Robson Fire Department 45th Anniversary	\$1,500
Robson Fire Department	Halloween Fireworks	\$1,000

be amended to read:

**AREA J**

Robson Fire Department Social Club	Robson Fire Department 45th Anniversary	\$1,500
Robson Fire and Rescue Society	Halloween Fireworks	\$1,000

**12.3.2 Community Development**

**RECOMMENDATION:**

(ALL VOTE)

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

**AREA H**

W.E. Graham Community Service Society	Christmas Hampers	\$4,000
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**AREA I**

Castlegar & District Recreation Department	Santa Clause School Visits	\$1,500
Kootenay Lake Hospital Foundation	Ultrasound System Purchase	\$1,000
SHSS Safe Grad	SHSS Safe Grad 2025	\$2,500

**AREA J**

Castlegar & District Recreation Department	Santa Clause School Visits	\$1,500
Kootenay Gallery of Art, History and Science Society	Gallery Relocation Project	\$50,000
Ootischenia Improvement District	Waterloo Park Hydrant Remediation	\$42,000

**AREA K**

Edgewood Community Internet Society	Fuel Coverage for Internet & CBC at Goat Mountain	\$1,000
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**SALMO**

The Corporation of the Village of Salmo	Tarp System	\$4,426.28
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**SLOCAN**

Treehugger Retreats and Events Society	Winter Carnival	\$603
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**12.4 CHAIR/CAO REPORTS**

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

**13. RURAL AFFAIRS COMMITTEE**

The minutes of the Rural Affairs Committee meeting held November 13, 2024 will be received in the addenda package.

**14. DIRECTORS' MOTIONS**

**14.1 Director Davidoff: West Kootenay Sue Big Oil Campaign Delegation**

**RECOMMENDATION:**

(ALL VOTE)

That the Board invite the representatives of the West Kootenay Sue Big Oil campaign to fill out a delegation request form to present at a future RDCK Board meeting.

**14.2 Director Page: Policy No. 300-03-04 - Minimum Required Amounts of Insurance for Contracts**

**RECOMMENDATION:**

(ALL VOTE)

That the Board direct staff to review the Minimum Required Amounts of Insurance for Contracts Policy No. 300-03-04 to consider amending the existing risk categories criteria based on current local government best practises and return an updated draft to the Board.

**15. PUBLIC TIME**

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

**16. IN CAMERA**

**16.1 RESOLUTION - MEETING CLOSED TO THE PUBLIC**

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

needs to be addressed.

**RECOMMENDATION:**

(ALL VOTE)

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

- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2);

**16.2 RESOLUTION - RECESS OF OPEN MEETING**

**RECOMMENDATION:**

(ALL VOTE)

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

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

**18. ADJOURNMENT**

**RECOMMENDATION:**

(ALL VOTE)

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



## Regional District of Central Kootenay

### REGULAR BOARD MEETING

### Open Meeting Minutes

The **tenth** meeting of the Board of the Regional District of Central Kootenay in 2024 was held on Thursday, October 17, 2024 at 9:00 a.m. through a hybrid meeting model.

Quorum was maintained throughout the meeting.

#### ELECTED OFFICIALS

##### PRESENT

Chair A. Watson	Electoral Area D	In-Person
Director G. Jackman	Electoral Area A	In-Person
Director R. Tierney	Electoral Area B	In-Person
Director K. Vandenberghe	Electoral Area C	In-Person
Director C. Graham	Electoral Area E	In-Person
Director T. Newell	Electoral Area F	
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	
Director T. Weatherhead	Electoral Area K	In-Person
Director M. McFaddin	City of Castlegar	In-Person
Director A. DeBoon	Town of Creston	In-Person
Director S. Hewat	Village of Kaslo	In-Person
Director A. McLaren-Caux	Village of Nakusp	In-Person
Director K. Page	City of Nelson	In-Person
Director J. Fyke	Village of New Denver	
Director D. Lockwood	Village of Salmo	In-Person
Director J. Lunn	Village of Slocan	In-Person

##### ELECTED OFFICIALS

##### ABSENT

Director L. Casley	Village of New Denver
Director L. Main	Village of Silverton

##### STAFF PRESENT

S. Horn	Chief Administrative Officer
A. Lund	Deputy Corporate Officer
Y. Malloff	Manager of Information Technology, Finance and Economic Development/Chief Financial Officer
J. Chirico	General Manager of Community Services
S. Sudan	General Manager of Development & Community Sustainability Services
D. Séguin	Manager of Community Sustainability
N. Wight	Planning Manager
H. Smith	Finance Manager
T. Fehst	Regional Fire Chief
G. Hume	Deputy Regional Fire Chief
T. Pauls	Emergency Program Coordinator
P. Marshall Smith	Sustainability Planner
Z. Giacomazzo	Planner
T. Johnston	Environmental Technologist

T. Dool  
D. Elliott

Research Analyst  
Communication Coordinator

**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 PST

**Join by Video:**

<https://rdck-bc-ca.zoom.us/j/92054553276?pwd=0q8YqN1eBtlHZEzhpbr3Ju2Habzo9E.1&from=addon>

**Join by Phone:**

833-955-1088

**Meeting ID:** 920 5455 3276

**Meeting Password:** 558526

**In-Person Location:**

Boardroom

202 Lakeside Drive, Nelson BC

**2. CALL TO ORDER & WELCOME**

**2.1 TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**2.2 ADOPTION OF THE AGENDA**

Moved and seconded,

And Resolved:

527/24

The agenda for the October 17, 2024 Regular Open Board meeting be adopted with the following amendments:

- inclusion of Item 4.4.10 Director Casley: UBCM;
- removal of Item 9.1.3 Local Government Climate Action Program (LGCAP);
- inclusion of Item 9.4.2 UBCM Community Emergency Preparedness Fund: Volunteer and Composite Fire Departments Equipment and Training; and
- with the addition of the addendum

before circulation.

**Carried**

**2.3 ADOPTION OF THE MINUTES**

Moved and seconded,

And Resolved:

528/24

The minutes from the September 12, 2024 Regular Open Board meeting be adopted as circulated.

**Carried**

**2.4 INTRODUCTIONS**

CAO Horn introduced the following:

- Rishab Gaba, Planner, who is backfilling Dana Hawkins's position while she is on parental leave;
- Michelle West the new GIS Manager, replacing Chrystal Williams who has stepped down into the GIS Senior Analyst; and
- Tristan Fehst the new Regional Fire Chief, replacing David Zayonce.

**3. BUSINESS ARISING OUT OF THE MINUTES**

**3.1 The letter dated July 22, 2024 from Ken Kalesnikoff, Kalesnikoff, and Forestry WorksforBC Team to introduce the Forestry WorksforBC campaign and requesting a letter of support from local government.**

**Board Meeting - September 12, 2024**

**RES 501/24 refer to the October Board Meeting**

Ken Kalesnikoff has requested the letter of support for Forestry Works for BC Campaign be addressed after the Provincial Election and be referred to the November 14, 2024 Board meeting.

Moved and seconded,  
And Resolved:

529/24

That the letter of support for Forestry WorksforBC Campaign **BE REFERRED** to the November 14, 2024 Board meeting.

**Carried**

**4. COMMITTEES & COMMISSIONS**

**4.1 FOR INFORMATION**

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

**4.1.1 Castlegar and District Recreation Commission: minutes August 6, 2024**

**4.1.2 Area H, New Denver & Silverton Recreation Commission No. 6: minutes August 29, 2024**

Staff has received direction for the following:

- to use the Grant Review Criteria & Application Scorecard and advertise for the fall grant opportunity;
- the rental agreement with School District No. 10 for the school gym; and
- establishing a working group to develop fees and charges for the use of the New Denver Community gym.

**4.1.3 Riondel Commission: minutes September 3, 2024**

**4.1.4 Area A Economic Development Commission: minutes September 10, 2024**

**4.1.5 Sunshine Bay Regional Parks Commission: minutes September 12, 2024**

**4.1.6 Area A Advisory Planning and Heritage Commission: minutes September 23, 2024**

Staff received direction regarding the Temporary Use Permit Application and the Development Variance Permit Applications.

**4.1.7 Area I Advisory Planning and Heritage Commission: minutes September 23, 2024**

Staff received direction regarding the Development Variance Permit.

**4.1.8 South Slokan Commission of Management: minutes September 24, 2024**

**4.1.9 Nelson and District Recreation Commission No. 5: minutes September 25, 2024**

Staff received direction regarding supporting the development of the School Skating Instruction Program for 2025.

**4.1.10 Area E Advisory Planning and Heritage Commission: minutes September 26, 2024**

Staff received direction regarding the Watercourse Development Permit application.

**4.1.11 Castlegar and District Recreation Commission No. 2: minutes October 1, 2024**

Staff received direction regarding the Wall of Fame at the CDRC.

**4.2 WITH RECOMMENDATIONS**

**4.2.1 Rosebery Parklands and Trails Commission: minutes August 28, 2024**

Moved and seconded,  
And Resolved:

530/24

That the Board direct staff to explore with Recreation Sites and Trails BC the idea of managing the Galena Trail with a Trails Society in the Northern portion of Area H.

**Carried**

**DIRECTOR  
PRESENT**

Director Davidoff joined the meeting at 9:10 a.m.

Moved and seconded,  
And Resolved:

531/24

That a working group be formed to develop content for a sign of historical recognition including acknowledgement of the contribution by Grant Copeland and other volunteers to the development of the Galena Trail in New Denver and Rosebery.

**Carried**

**4.2.2 Salmo and Area G Recreation Commission No. 7: minutes September 9, 2024 Board Meeting - September 12, 2024**

**RES 497/24** - staff to send a letter to outgoing members

Moved and seconded,  
And Resolved:

532/24

That the Board direct staff to develop a Terms of Reference for an operational review of recreational services in Salmo and Area G with a proposed budget.

**Carried**

**4.2.3 Castlegar and District Recreation Commission: minutes September 10, 2024**

Staff received direction to raise a banner in the Castlegar and District Community Complex.

Moved and seconded,  
And Resolved:

533/24

That the Board approve an amendment to the 2024 Financial Plan for Castlegar and District Community Facilities, Recreation, Parks and Leisure Services – Castlegar and Areas I and J (\$222), to include a decrease of \$137,450 in capital



expenditures, an increase of \$15,450 in operating expenditures, and a decrease of \$122,000 in transfer from reserves.

**Carried**

**4.2.4 Area A Recreation Commission No. 9: minutes October 1, 2024**

Moved and seconded,  
And Resolved:

534/24 That the Board approve the payment of the following grants from the Recreation Commission No. 9 – Area A Service No. S232 2024 budget:

Riondel Arts Club	\$1,733
Boswell Memorial Hall	\$2,000
Boswell & District Farmers Institute	\$1,766
Riondel Community Park & Campground	\$873
Riondel Curling Club	\$1,745
South Kootenay Lake Art Connect Society	\$3,300
Crawford Bay & District Hall & Parks Association	\$6,500
The Hexagon Players	\$3,000
South Kootenay Lake Community Service Society - Halloween in Riondel	\$1,350
South Kootenay Lake Community Service Society - Crawford Bay Community Christmas Potluck	\$1,000

**Carried**

**4.2.5 Creston Valley Services Committee: minutes October 3, 2024**

Staff received direction to support the Creston Valley Forest Corporation financial review.

Moved and seconded,  
And Resolved:

535/24 That the Board send a letter of support to the Town of Creston for the ʔakuᑦni application (at Market Park site) for Rural Economic Diversification and Infrastructure Program.

**Carried**

Moved and seconded,  
And Resolved:

536/24 That the Board approve payment of \$22,000 for each of the 2025 and 2026 budget years from S108 Economic Development – Creston, Area B, Area C to the Creston Valley Tourism Society, SUBJECT TO confirmation of a successful grant application to Destination BC's Co-op Marketing Partnership Program for each of those years.

**Carried**

**4.2.6 Portion of Area E - Procter/Arrop/Balfour/Queens Bay Recreation Commission No. 10: minutes October 7, 2024**

Moved and seconded,  
And Resolved:

537/24 That the Board approve the payment of the following grants from the Recreation Commission No. 10 – Portion of Area E – Procter/Harrop/Balfour/Queens Bay Service No. S279 2024 budget:

Kootenay Lake Family Network	\$1,000
Balfour Senior Citizens Assoc. BC Branch #120	\$871
Redfish Parent Advisory Committee (RPAC)	\$1,000
Balfour Recreation Commission	\$1,000

**Carried**

**4.2.7 Joint Resource Recovery Committee: minutes October 16, 2024**

Moved and seconded

**MOTION ONLY**

That the Board authorize staff to purchase a Hyundai HL940A loader from Woodland Equipment Inc. up to a total cost of \$265,790 (excluding taxes); AND FURTHER, that the Chair and Corporate Officer be authorize to sign the necessary documents;

AND FURTHER, that the costs be paid from Service S187 Central Waste.

Moved and seconded,

And Resolved:

**AMENDMENT TO THE MOTION**

538/24

That the foregoing motion, being:

*That the Board authorize staff to purchase a Hyundai HL940A loader from Woodland Equipment Inc. up to a total cost of \$265,790 (excluding taxes);*

*AND FURTHER, that the Chair and Corporate Officer be authorize to sign the necessary documents;*

*AND FURTHER, that the costs be paid from Service S187 Central Waste;*

Be amended to increase the amount from "\$265,790" to "\$287,790", thus reading:

*That the Board authorize staff to purchase a Hyundai HL940A loader from Woodland Equipment Inc. up to a total cost of **\$287,790** (excluding taxes);*

*AND FURTHER, that the Chair and Corporate Officer be authorize to sign the necessary documents;*

*AND FURTHER, that the costs be paid from Service S187 Central Waste.*

**Carried**

Moved and seconded,

And Resolved:

**MAIN MOTION**

539/24

That the Board authorize staff to purchase a Hyundai HL940A loader from Woodland Equipment Inc. up to a total cost of \$287,790 (excluding taxes);

AND FURTHER, that the Chair and Corporate Officer be authorize to sign the necessary documents;

AND FURTHER, that the costs be paid from Service S187 Central Waste.

**Carried**

Director Newell recorded opposed.

Moved and seconded,  
And Resolved:

540/24

That the Board accept the insurance modification to the Professional Liability (Errors and Omissions) coverage for Sperling Hansen Associates Inc. for the Nakusp Landfill Closure Planning Project to reduce the in aggregate amount from \$10,000,000 to \$5,000,000.

**Carried**

Director Davidoff recorded opposed.

Moved and seconded,  
And Resolved:

541/24

That the Board direct Staff to issue a single Request for Proposal to combine the Creston Landfill and Creston Compost Facility operations contracts, with costs to be paid from Services S186 East Resource Recovery and A120 East Compost, respectively.

**Carried**

Moved and seconded,  
And Resolved:

542/24

That the Board approve the RDCK enter into a Service Agreement with GFL Environmental Ltd. for the operations and maintenance of the Creston Landfill for a six (6) month term starting April 1, 2025, at a total cost of up to \$218,034 not including GST;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from Service S186 East Sub-Region Resource Recovery Service.

**Carried**

Moved and seconded,  
And Resolved:

543/24

That the Board approve the RDCK extend the Service Agreement with GFL Environmental Ltd. for the operations and maintenance of the Creston Compost Facility for a five (5) month and twenty (20) day term starting April 10, 2025, at a total cost of up to \$86,659 not including GST;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from Service A119 East Compost.

**Carried**

Moved and seconded,  
And Resolved:

544/24

That the Board approve the RDCK enter into a Consulting Services Agreement with SLR Consulting (Canada) Inc. for works associated with environmental support for the HB Tailings Facility for a three year term starting January 1, 2025, at a total cost of up to \$359,800 not including GST;

AND FURTHER, that the Consulting Services Agreement provide two optional one year extensions upon mutual agreement of both parties;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from Service S187 Central Sub-Region Resource Recovery.

**Carried**

Directors Vandenberg and Graham recorded opposed.

Moved and seconded,  
And Resolved:

545/24

That the Board approve the RDCK enter into a Consulting Services Agreement with SRK Consulting (Canada) Ltd. for works associated with engineering consulting for the HB Tailings Facility for a two year term starting November 17, 2024, at a total cost of up to \$513,021 not including GST;

AND FURTHER, that the Consulting Services Agreement provide three optional one year extensions upon mutual agreement of both parties;

AND FURTHER, that the Board accept an insurance deductible modification for Professional Errors and Omissions Liability insurance to increase the deductible from \$50,000 to \$500,000;

AND FURTHER, that the Board accept a modification to the Professional Errors and Omissions Liability coverage to reduce the in aggregate amount from \$10,000,000 to \$5,000,000;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from Service S187 Central Sub-Region Resource Recovery.

**Carried**

Director Graham recorded opposed.

Moved and seconded,  
And Resolved:

546/24

That the Board authorize the renewal of the License of Occupation with the City of Nelson for Nelson Lakeside Recycling Depot for the term of January 1, 2024 to December 31, 2025 at the fees of \$58,308.27 per year;

AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents;

AND FURTHER, that the costs be paid from Service No. A117 Central Sub-region Recycling.

**Carried**

**4.3 MEMBERSHIP**

Moved and seconded,  
And Resolved:

547/24

That the Board appoint the individuals to the following commissions:

**Rosebery Parklands and Trails Commission - term to expire December 31, 2026**

Casey Law

Danica Hammond (Alternate)

**Area H, New Denver and Silverton Recreation Commission No. 6**

Councillor Casey Law - term to expire December 31, 2025

Councillor Colin Moss (Alternate) - term to expire December 31, 2025

Mitchell Hemphill (Lucerne School) - term to expire December 31, 2026

AND FURTHER, the Board send a letter to the outgoing members of the following commissions:

**Area D Advisory Planning and Heritage Commission**

Deb Borsos

**Area E Advisory Planning and Heritage Commission**

Dan Gatto

**Kaslo and Area D Economic Development Commission**

Matthew Brown.

**Carried**

**4.4 DIRECTORS' REPORTS**

**4.4.1 Director Jackman**

**4.4.1.1 Director's Report: CBRAC/RCC/UBCM**

**4.4.1.2 Letter of Support: Economic Trust of the Southern Interior - Kootenay Community Geothermal Project**

**4.4.1.3 Letter of Support: Rural Economic Diversification and Infrastructure Program - Kootenay Community Geothermal Project**

**4.4.2 Director Watson: Letter of Support - Kaslo Jazz Etc Summer Music Festival**

**4.4.3 Director Graham: UBCM**

**4.4.4 Director Newell: Letter of Support – Spearhead**

**4.4.5 Director Popoff: UBCM**

**4.4.6 Director McFaddin: UBCM**

**4.4.7 Director Hewat: UBCM/FCM/CBT**

**4.4.8 Director McLaren-Caus: Director's Activities from July to October 2024**

**4.4.9 Director Lockwood**

**4.4.9.1 Director's Report: UBCM**

**4.4.9.2 Village of Salmo: Economic Trust of the Southern Interior**

**4.4.10 Director Casley: UBCM**

**5. CORRESPONDENCE**

**5.1 The letter dated September 12, 2024 from Kelly Sims, Water Management Branch, inviting local governments to provide feedback on the Provincial Flood Policy guidelines.**

**6. COMMUNICATIONS**

**6.1 The letter dated October 2, 2024 from Lori Halls, Ministry of Water, Land and Resource Stewardship, thanking the RDCK for the letter in support of Columbia River Salmon Reintroduction Initiative.**

**6.2 The letter dated October 8, 2024 from Lori Halls, Ministry of Water, Land and Resource Stewardship (WLRS), thanking the RDCK for meeting with WLRS at the 2024 UBCM Convention.**

**7. FOR INFORMATION: ACCOUNTS PAYABLE**

The Accounts Payable Summary for September 2024 in the amount of \$4,649,320 has been received for information.

**8. BYLAWS**

**8.1 Bylaw 2898: RDCK Procedure**

The Board Report dated September 17, 2024 from Angela Lund, Deputy Corporate Officer, providing the Directors' survey results and seeking Board directions regarding the RDCK Procedure Bylaw No. 2898, 2024, has been received.

Moved and seconded,  
And Resolved:

548/24

That the Regional District of Central Kootenay Procedure Bylaw No. 2898, 2024 be read a FIRST, and SECOND time by content to repeal and replace Procedure Bylaw No. 2576, 2019 and its amendments; AND FURTHER, staff provide public notice in accordance with Section 225 (2) of the Local Government Act.

**Carried**

**8.2 Bylaws 2912 and 2916: West Creston Fire Protection - Assent Vote Results**

The official assent vote results dated September 16, 2024 from Tom Dool, Chief Election Officer, has been received.

Moved and seconded,  
And Resolved:

549/24

That no further action be taken regarding West Creston Fire Protection Area Service Establishment Amendment Bylaw No. 2912, 2024 and West Creston Fire Protection Service Loan Authorization (Fire Hall, Water Tender & Frontline Fire Engine) Bylaw No. 2916, 2024.

**Carried**

**DIRECTOR  
ABSENT** Director Newell left the meeting at 10:28 a.m.

**RECESSED/  
RECONVENED** The meeting recessed at 10:28 a.m. for a break and reconvened at 10:43 a.m.

**8.3 Bylaw 2963: 2025 Permissive Tax Exemption**

The Board Report dated September 20, 2024 from Tom Dool, Research Analyst, seeking Board adopt the 2025 Permissive Tax Exemption Bylaw No. 2963, has been received.

Moved and seconded,  
And Resolved:

550/24 That Permissive Tax Exemption Bylaw No. 2963, 2024 be read a FIRST, SECOND, and THIRD time by content.

**Carried**

Moved and seconded,  
And Resolved:

551/24 That Permissive Tax Exemption Bylaw No. 2963, 2024 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**Carried**

**8.4 Bylaw 2972: Central Waste Management Subregion Refuse Disposal/Recycling Service (Nelson Recycling and Fleet Building) Loan Authorization**

Moved and seconded,  
And Resolved:

552/24 That the Central Waste Management Subregion Refuse Disposal/Recycling Service (Nelson Recycling and Fleet Building) Loan Authorization Bylaw No. 2972, 2024 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**Carried**

**8.5 Bylaw 2973: West Waste Management Subregion Refuse Disposal/Recycling Service (Nakusp Landfill) Loan Authorization**

Moved and seconded,  
And Resolved:

553/24 That the West Waste Management Subregion Refuse Disposal/Recycling Service (Nakusp Landfill) Loan Authorization Bylaw No. 2973, 2024 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**Carried**

**8.6 Bylaw 2978: RDCK Volunteer Fire Service Regulation Amendment**

The Board Report dated October 2, 2024 from Tom Dool, Research Analyst, and Tristan Fehst, Acting Regional Fire Chief, seeking Board adopt RDCK Volunteer Fire Service Regulation Amendment Bylaw 2978, has been received.

Moved and seconded,  
And Resolved:

554/24 That Regional District of Central Kootenay Volunteer Fire Service Regulation Amendment Bylaw No. 2978, 2024 be read a FIRST, SECOND and THIRD time by content.

**Carried**

Moved and seconded,  
And Resolved:

555/24 That Regional District of Central Kootenay Volunteer Fire Service Regulation Amendment Bylaw No. 2978, 2024 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**Carried**

Moved and seconded,  
And Resolved:

556/24 That the Board direct staff to develop those policies required for the efficient administration of Fire Safety Inspections.

**Carried**

**8.7 Bylaws 2979, 2980, 2981, 2982: Fire Service Regulation Amendments**

The Board Report dated October 2, 2024 from Tom Dool, Research Analyst, and Tristan Fehst, Acting Regional Fire Chief, seeking Board give two readings to Bylaws 2979, 2980, 2981 and 2982, has been received.

Moved and seconded,  
And Resolved:

557/24 That Regional District of Central Kootenay Defined Area G (Rural Salmo) Fire Service Regulation Amendment Bylaw No. 2979, 2024 be read a FIRST and SECOND time by content.

**Carried**

Moved and seconded,  
And Resolved:

558/24 That Regional District of Central Kootenay Defined Area K (Rural Nakusp) Fire Service Regulation Amendment Bylaw No. 2980, 2024 be read a FIRST and SECOND time by content.

**Carried**

Moved and seconded,  
And Resolved:

559/24 That Defined Area J (Fairview) Fire Service Regulation Amendment Bylaw No. 2981, 2024 be read a FIRST and SECOND time by content.

**Carried**

Moved and seconded,  
And Resolved:



560/24 That Creston Valley Fire Service Regulation Amendment Bylaw No. 2982, 2024 be read a FIRST and SECOND time by content.

**Carried**

Moved and seconded,  
And Resolved:

561/24 That the Board direct staff to develop those policies required for the efficient administration of Fire Safety Inspections within the contract fire service areas.

**Carried**

**8.8 Bylaw 2985: City of Castlegar Columbia Avenue Complete Streets Project Phase 2**

Moved and seconded,  
And Resolved:

562/24 That the City of Castlegar Columbia Avenue Complete Streets Project Phase 2 Bylaw No. 2985, 2024 be read a FIRST, SECOND, and THIRD time by content.

**Carried**

Moved and seconded,  
And Resolved:

563/24 That the City of Castlegar Columbia Avenue Complete Streets Project Phase 2 Bylaw No. 2985, 2024 be ADOPTED and the Chair and Corporate Officer be authorized to sign the same.

**Carried**

**9. NEW BUSINESS**

**9.1 DEVELOPMENT AND COMMUNITY SUSTAINABILITY**

**9.1.1 Floodplain Bylaw Review and Mapping Update: Disaster Resilience and Innovation Funding Grant Opportunity**

The Board Report dated October 2, 2024 from Corey Scott, Planner, seeking Board approval to submit a proposal to the Disaster Resilience and Innovation Funding Program, has been received.

Moved and seconded,  
And Resolved:

564/24 That the Board direct staff to submit a full proposal to the Disaster Resilience and Innovation Funding (DRIF) Program, if invited to do so by the Ministry of Emergency Management and Climate Resilience, as described in the staff report "Floodplain Bylaw Review and Mapping Update – Disaster Resilience and Innovation Funding Grant Opportunity", dated October 2, 2024.

**Carried**

**9.1.2 Emergency and Disaster Management Act: Indigenous Engagement Requirements**

The Board Report dated September 25, 2024 from Tanya Pauls, Emergency Program Coordinator, seeking Board approval to sign Memorandums of Understandings to detail the pooling of Indigenous Engagement Requirement funds, has been received.

Moved and seconded,  
And Resolved:

565/24

That the Emergency and Disaster Management Act: Indigenous Engagement Requirements item **BE REFERRED** back to staff to incorporate the Board's comments and allow the Directors to provide further input, and that staff prepare a report to be brought back to a future Board meeting.

**Carried**

**ORDER OF AGENDA  
CHANGED**

The Order of Business was changed to address public time with Item 12  
Public Time considered at this time.

**12. PUBLIC TIME**

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

Members of the public asked a question regarding the following:

- the status on staff's investigation of a building permit for a property in Sandon.

**ORDER OF AGENDA  
RESUMED**

Item 9.1.3 was considered at this time.

**9.1.3 Local Government Climate Action Program (LGCAP)**

Item removed.

**9.1.4 Senior Energy Specialist (SES) Workplan and Agreement with FortisBC**

The Board Report dated September 20, 2024 from Paris Marshall Smith, Sustainability Planner, seeking Board approve the SES Workplan and funding agreement with FortisBC, has been received.

Moved and seconded,  
And Resolved:

566/24

That the Board approve the RDCK's Senior Energy Specialist (SES) 3-year workplan as amended; AND FURTHER, that the RDCK enter into a 3-year funding agreement with FortisBC and that the Chair and Corporate Officer be authorized to sign the necessary documents; AND FURTHER, that the Board approve an amendment to the 2024-2027 Financial Plans from Development Services A108, increasing Grant Revenue by \$120,000 for each of those three years and increase Salaries and Benefits by a combined amount of \$120,000 for each years for the Senior Energy Specialist's salary and benefits.

**Carried**

Director Vandenberg recorded opposed.

**RECESSED/  
RECONVENED**

The meeting recessed at 12:10 p.m. for lunch and reconvened at 1:12 p.m.

**DIRECTOR PRESENT**

Director Newell joined the meeting at 1:12 p.m.

**9.1.5 Strata Title Conversion**

The Board Report dated September 19, 2024 from Zachari Giacomazzo, Planner, seeking Board approve the Strata Title Conversion, has been received.

Moved and seconded,

And Resolved:

567/24

That the Board APPROVE the Strata Title Conversion ST2301E for the property located at 1155 Insight Drive and legally described as LOT A DISTRICT LOT 5665 KOOTENAY DISTRICT PLAN NEP66434 EXCEPT PLAN NEP68359 (PID 024-736-449) for the conversion of the existing building to 16 strata units.

**Carried**

**9.1.6 For Information: Emergency Operations Centre - Activation Update**

The Board Report dated September 26, 2024 from Dan Séguin, Manager of Community Sustainability, providing the Board with an update on the Emergency Operations Centre activation in response to the 2024 wildfires, has been received for information.

**9.2 ENVIRONMENTAL SERVICES**

**9.2.1 Wildsight 2022/2023 Final Report and Proposal**

The Board Report dated September 16, 2024 from Todd Johnston, Environmental Services Coordinator, providing the Wildsight 2022/2023 Final Report and request to renew the contract, has been received.

Moved and seconded,  
And Resolved:

568/24

That the Board approve a two year extension of the current one year contract with Wildsight for the delivery of the “Beyond Recycling” Program for both the 2024/2025 and 2025/2026 school years, with a cost not to exceed \$27,640 plus applicable taxes per year, and that the contract be funded through Service A100 Environmental Services; AND FURTHER, that the Chair and Corporate Officer be authorized to sign the necessary documents.

**Carried**

**9.3 FINANCE & ADMINISTRATION**

**9.3.1 For Information: 2024 UBCM Convention - Meeting Summary Notes**

The Meeting Summary Notes dated October 7, 2024 from Mike Morrison, Manager of Corporate Administration, providing the Board with the meeting summary notes from the 2024 UBCM Convention, has been received for information.

**9.3.2 2025-2029 Tourism: Municipal and Regional District Tax**

**9.3.2.1 Nelson Kootenay Lake Tourism**

Moved and seconded:

**MOTION ONLY**

That the Board acknowledge that the RDCK has been adequately consulted regarding Nelson Kootenay Lake Tourism’s Five Year Strategic Plan and Renewal Application to continue as the Designated Recipient for the Municipal and Regional District Tax collected within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F and that a letter be provided to Nelson Kootenay Lake Tourism indicating the RDCK’s support for the imposition of the Municipal and Regional District Tax rate of 2% for 2025 through 2029 within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F.

Moved and seconded,  
And Resolved:

**AMENDMENT TO THE MOTION**

569/24

That the foregoing motion, being:

*That the Board acknowledge that the RDCK has been adequately consulted regarding Nelson Kootenay Lake Tourism's Five Year Strategic Plan and Renewal Application to continue as the Designated Recipient for the Municipal and Regional District Tax collected within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F and that a letter be provided to Nelson Kootenay Lake Tourism indicating the RDCK's support for the imposition of the Municipal and Regional District Tax rate of 2% for 2025 through 2029 within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F;*

be amended by replacing "2029" with "2026", thus reading:

*That the Board acknowledge that the RDCK has been adequately consulted regarding Nelson Kootenay Lake Tourism's Five Year Strategic Plan and Renewal Application to continue as the Designated Recipient for the Municipal and Regional District Tax collected within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F and that a letter be provided to Nelson Kootenay Lake Tourism indicating the RDCK's support for the imposition of the Municipal and Regional District Tax rate of 2% for 2025 through **2026** within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F.*

**Defeated**

Moved and seconded,  
And Resolved:

**MAIN MOTION**

570/24

That the Board acknowledge that the RDCK has been adequately consulted regarding Nelson Kootenay Lake Tourism's Five Year Strategic Plan and Renewal Application to continue as the Designated Recipient for the Municipal and Regional District Tax collected within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F and that a letter be provided to Nelson Kootenay Lake Tourism indicating the RDCK's support for the imposition of the Municipal and Regional District Tax rate of 2% for 2025 through 2029 within the City of Nelson, Village of Kaslo and RDCK Electoral Areas A, D, E and F.

**Carried**

Director Watson recorded opposed.

**9.3.2.2**

**Creston Valley Tourism Society**

Moved and seconded,  
And Resolved:

571/24

That the Board acknowledge that the RDCK has been adequately consulted regarding Creston Valley Tourism Society's Five Year Strategic Plan and Renewal Application to continue as the Designated Recipient for the Municipal and Regional District Tax collected within the Town of Creston and RDCK Electoral Areas B and C and that a letter be provided to Creston Valley Tourism Society indicating the RDCK's support for the imposition of the Municipal and Regional District Tax rate of 2% for 2025 through 2029 within the Town of Creston and RDCK Electoral Areas B and C.

**Carried**

#### 9.4 FIRE SERVICES

##### 9.4.1 Community Works Funds: Ootischenia Volunteer Fire Hall

The Board Report dated October 1, 2024 from Jeannine Bradley, Project Manager, seeking Board approval to re-allocate Community Works Funds for the Ootischenia Volunteer Fire Hall, has been received.

Moved and seconded,  
And Resolved:

572/24

That the Board approve the re-allocation of \$101,296.75 within Community Work Grant #293; AND FURTHER, that the Board award a change order to extend the CCDC2 Stipulated Price Contract with NDB Construction Ltd. for construction services of a vehicle bay expansion at the Ootischenia Fire Hall for the period up to January 31, 2025, and that the Chair and Corporate Officer be authorized to sign the necessary documents to a maximum value of \$605,538.00 plus GST; AND FURTHER, that the costs be included in the 2024 Financial Plans for S145 Fire Protection – Area J.

**Carried**

##### 9.4.2 UBCM Community Emergency Preparedness Fund: Volunteer and Composite Fire Departments Equipment and Training

The Board Report dated October 4, 2024 from Tristan Fehst, Regional Fire Chief, seeking Board approval to apply for the UBCM Community Emergency Preparedness Fund - Volunteer and Composite Fire Department Equipment and Training, has been received.

Moved and seconded,  
And Resolved:

573/24

That the Board direct staff to apply to the UBCM Community Emergency Preparedness Fund intake for Volunteer and Composite Fire Departments, with a \$33,238.13 per fire department grant application (totaling \$532,810) for each of Robson, Ootischenia, Tarrys, Pass Creek, Crescent Valley, Passmore, Winlaw, Slokan, Beasley, Blewett, Ymir, Yahk Kingsgate, Riondel, North Shore, Balfour Harrop and Kaslo fire departments;

AND FURTHER, that if successful the grant funding to be allocated S101 Rural Administration Fire Services budget, and that staff proceed with the extension of the current two temporary full time training positions, contract training, purchase of training props and equipment.

**Carried**

#### 9.5 GRANTS

**9.5.1 Discretionary**  
 Moved and seconded,  
 And Resolved:

574/24

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

**AREA A**

Selkirk College Foundation	Steps for Success	\$1,000
Creston Valley Ministerial Society	Christmas Hampers	\$1,000

**AREA B**

Canyon Community Association	Community Association	\$580
Canyon Lister Fire Department	Fire Fighter Appreciation Day	\$750
Ktunaxa Kinbasket	Children's Christmas Gathering	\$1,000
Creston Valley Hospice Society	Volunteer Appreciation Dinner	\$500
Creston Valley Ministerial Association	Christmas Hampers	\$1,000

**AREA C**

Canyon Lister Fire Department	Fire Fighter Appreciation Day	\$500
Creston Valley Ministerial Association	Christmas Hampers	\$1,000

**AREA E**

Renee Hayes	Squatters Camp Cleanup\$	419.65
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**AREA I**

Kootenay Boundary Regional Hospital Health Foundation	Light up the Hospital	\$1,000
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**AREA J**

Robson Fire Department	Robson Fire Department 45th Anniversary	\$1,500
Robson Fire Department	Halloween Fireworks	\$1,000
Castlegar & District Community Arts Council	A New Economy	\$750

**AREA K**

Burton Community Association	BVFD Budget Development	\$650
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**SLOCAN**

Village of Slocan	Earth Day	\$300
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**Carried**

**9.5.2 Community Development**  
 Moved and seconded,  
 And Resolved:

575/24

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

**AREA D**

Lardeau Valley Opportunity LINKS Society	Argenta Community Workshop	\$5,000
Argenta Safety and Preparedness Society	Building Resilient Communities Conference	\$1,675
Kaslo Community Services Society	Holiday Hampers	\$4,000

**AREA E**

Taghum Hall Society	Monthly Contra Dances	\$500
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**AREA F**

Taghum Hall Society	Monthly Contra Dances	\$910
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**AREA G**

Salmo Emergency Support Services Team	Salmo ESS Discretionary Fund	\$800
Ymir Community Association	Ymir History Billboard	\$4,000

**AREA H**

Slocan Valley Rail Trail Society	SVRTS Vegetation Management	\$5,000
Selkirk College Foundation	Steps for Success	\$2,000

**AREA J**

Deer Park Recreation Society	Operating Expenses	\$20,000
Castlegar & District Chamber of Commerce	Business Excellence Awards	\$500

**AREA K**

Burton Community Association	Burton Volunteer Fire Department Christmas Fundraiser	\$4,999
Grand Forks ATV	Safety Improvements to Shared Trails	\$1,000
Nakusp and Area Development Board	Grow Arrow Lakes	\$4,000
Arrow Lakes Search and Rescue Society	Helmet Purchase	\$4,000

**NAKUSP**

Nakusp & District Museum	Community Tea	\$980
Arrow Lakes Gymnastics Club	Gymnastics Mats	\$980

**SALMO**

The Corporation of the Village of Salmo	Bear Proof Garbage Cans	\$6,000
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**SLOCAN**

Village of Slocan	Library Furniture	\$2,500
Village of Slocan	Saturday Market	\$2,000

**Carried**

**9.6 CHAIR/CAO REPORTS**

Chair Watson thanked the Executive Committee for all their support during the 2024 UBCM Convention and the September Board meeting while she tended to a family matter. The Directors' Survey was put on paused while she was away and will be distributed to the Directors after staff has the opportunity to review it. Chair Watson was interviewed by university students regarding human and bear interactions, and was interviewed regarding Cannabis Tourism.

CAO Horn answered the Board's inquiry regarding Item 7 For Information: Accounts Payable.

**10. RURAL AFFAIRS COMMITTEE**

Director Graham declare a conflict of interest due to her business having interest in development variance permit and left the meeting at 2:18 p.m.

Moved and seconded,  
And Resolved:

- 576/24 That the Board APPROVE the issuance of Development Variance Permit V2411A to Bevan and Rhonda May for the property located at 10377 Highway 3A and legally described as LOT A DISTRICT LOT 4595 KOOTENAY DISTRICT PLAN EPP129647 (PID: 032-204-451) to vary Section 18.17 of Electoral Area 'A' Comprehensive Land Use Bylaw No. 2315, 2013 in order to permit a 0.2 metre setback from the western interior lot line whereas the bylaw requires a 2.5 metre setback from an interior lot line.

**Carried**

Director Graham joined the meeting at 2:19 p.m.

Moved and seconded,  
And Resolved:

- 577/24 That the Board NOT APPROVE application A2402B for the proposed Non-Farm Use in the Agricultural Land Reserve proposed by Jon Blackmore for property located at 2445 Lloyd Road, Electoral Area B and legally described as LOT 10, PLAN NEP1494, DISTRICT LOT 812, KOOTENAY LAND DISTRICT (PID: 015-750-698) and that the Board directs Staff to NOT ADVANCE the subject application to the Agricultural Land Commission for consideration.

**Carried**

Moved and seconded,  
And Resolved:

- 578/24 That Electoral Area 'G' Land Use Amendment Bylaw No. 2986, 2024 being a bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is hereby given FIRST and SECOND reading by content;

And that, in accordance with Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015, Electoral Area 'G' Director Hans Cunningham is hereby delegated the authority to chair the Public Hearing on behalf of the Regional District Board.

**Carried**

Moved and seconded,  
And Resolved:



579/24 That Electoral Area 'G' Land Use Amendment Bylaw No. 2984, 2024 being a bylaw to amend Electoral Area 'G' Land Use Bylaw No. 2452, 2018 is hereby given FIRST and SECOND reading by content and referred to a PUBLIC HEARING;

And that, in accordance with Regional District of Central Kootenay Planning Procedures and Fees Bylaw No. 2457, 2015, Electoral Area 'G' Director Hans Cunningham is hereby delegated the authority to chair the Public Hearing on behalf of the Regional District Board.

**Carried**

Moved and seconded,  
And Resolved:

580/24 That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2976, 2024 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given FIRST and SECOND reading by content.

**Carried**

Moved and seconded,  
And Resolved:

581/24 That Kootenay-Columbia Rivers Official Community Plan Amendment Bylaw No. 2932, 2024 being a bylaw to amend the Kootenay-Columbia Rivers Official Community Plan Bylaw No. 1157, 1996 is hereby given THIRD reading by content.

**Carried**

Moved and seconded,  
And Resolved:

582/24 That Regional District of Central Kootenay Zoning Amendment Bylaw No. 2931, 2024 being a bylaw to amend the Regional District of Central Kootenay Zoning Bylaw No. 1675, 2004 is hereby given THIRD reading by content.

**Carried**

Moved and seconded,  
And Resolved:

583/24 That the consideration of adoption BE WITHHELD for Kootenay-Columbia Rivers Official Community Plan Amendment Bylaw No. 2932, 2024 and Regional District of Central Kootenay Zoning Amendment Bylaw No. 2931, 2024 until the following item has been obtained:  
a. Approval from the Ministry of Transportation and Infrastructure pursuant to Section 52(3)(a) of the Transportation Act (Controlled Access).

**Carried**

## **11. DIRECTORS' MOTIONS**

### **11.1 Director Popoff: Slocan Valley Economic Diversification Capacity Building Project**

Moved and seconded,  
And Resolved:

584/24 That the Board approve an RDCK application to the 2024 -2025 intake for the Rural Economic Diversification and Infrastructure Program- Economic Capacity stream for the Slocan Valley Economic Diversification Capacity Building Project in the amount of \$100,000 to be delivered through Service 114 Economic Development- New Denver, Silverton, Slocan and Area H.

**Carried**

Notice of Motions for November Board meeting:

- Director Davidoff - West Kootenay Sue Big Oil campaign representatives to attend an RDCK Board meeting as a delegation; and
- Director Page - RDCK Insurance Policy to consider amending the existing risk categories criteria based on current local government best practices

**11.2 Director Watson: Lardeau Valley - Service and Repair on Landlines**

Moved and seconded,

And Resolved:

585/24

That the Board direct the Chair and CAO to request a meeting with the Federal Minister of Canadian Heritage to discuss solutions to the serious implications of lack of service and repair on landlines, outages that are interfering with emergency communications and impediments to alternative technologies imposed by the telecom corporations in the Lardeau Valley and other remote regions of the RDCK.

**Carried**

**RECESSED/  
RECONVENED**

The meeting recessed at 2:36 p.m. for a break and reconvened at 2:48 p.m.

**13. IN CAMERA**

**13.1 RESOLUTION - MEETING CLOSED TO THE PUBLIC**

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

Moved and seconded,

And Resolved:

586/24

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

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

**Carried**

**13.2 RESOLUTION - RECESS OF OPEN MEETING**

Moved and seconded,

And Resolved:

587/24

The Open Meeting be recessed at 2:49 p.m. in order to conduct the *In Camera* Board meeting and reconvened at 3:55 p.m.

**Carried**

- 14. MATTERS ARISING FROM IN CAMERA MEETING**  
No items.

- 15. ADJOURNMENT**  
Moved and seconded,  
And Resolved:

588/24 That the meeting adjourn at 3:55 p.m.

**Carried**

---

Aimee Watson, RDCK Board Chair

---

Angela Lund, Deputy Corporate Officer

# Regional District Central Kootenay

November 14, 2024

Contact:  
Sarah Hirschfeld  
[sarah@kbfa.ca](mailto:sarah@kbfa.ca)



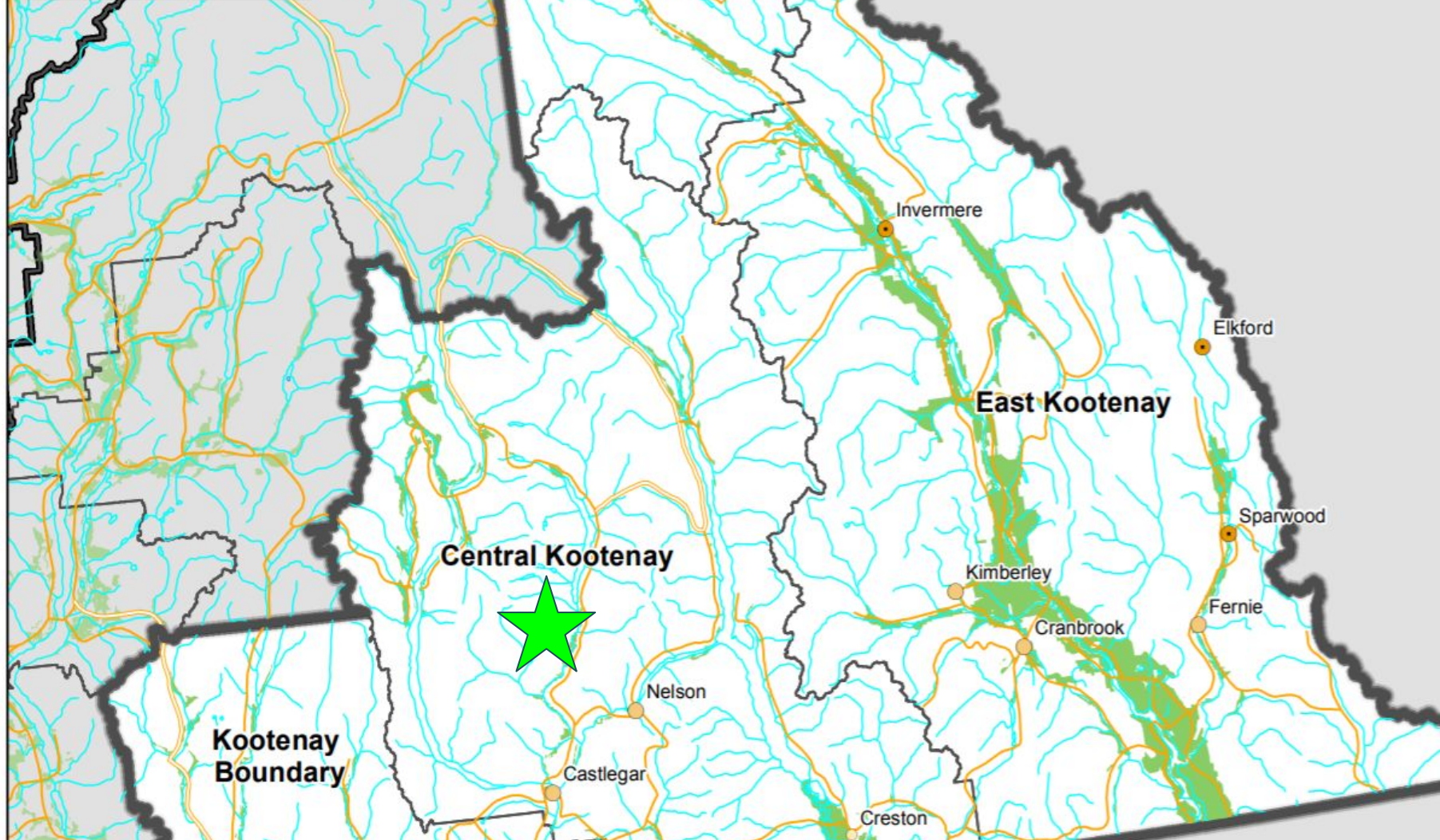
# Agenda

1. Program Overview
2. 2024 Activities
3. 2025 Plans

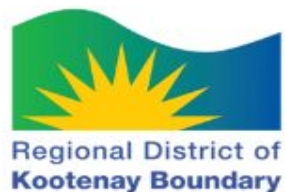


The Kootenay & Boundary Farm Advisors are here to support commercial producers and farmers in the Kootenay & Boundary region





**Thank You for Supporting Local Agriculture!**



# Meet the KBFA Team



Project Manager  
& Farm Advisor

Farm  
Advisor

Farm  
Advisor

Communication  
Coordinator

Senior  
Advisor

Financial  
Controller



**Sarah  
Hirschfeld**  
P.Ag, MSc

**Rachael  
Roussin**  
P.Ag, MLWS

**Andrew  
Bennett**  
P.Ag, MSc, CID

**Kylie  
Steedman**  
BCMM-PR

**Michael  
Keefer**  
P.Ag, MSc

**Mike  
Kurucz**  
BBA





[ABOUT](#) ▾

[TEAM](#) ▾

[SERVICES](#) ▾

[RESOURCES](#) ▾

[NEWS](#) ▾

[EVENTS](#)

778-771-5851



# How can we help?

Supporting Local Producers with Free Resources and Information

[CONNECT WITH AN ADVISOR](#)

**Got a farming question?**  
Connect with an advisor to access free information and resources.

[BOOK A FARM VISIT](#)

**Book a FREE farm visit** with one of our friendly advisors so we can learn about your operation & see how we can help.

[ATTEND AN EVENT](#)

**Attend our FREE workshops** and field days to meet with other farmers, share ideas and address common issues.



# Interactions



Service	RDCK		Kootenays	
	2024 (Apr-Oct)	2017 - Present	2024 (Apr-Oct)	2017 - Present
Producers	79	1597	226	3651
1-on-1	47	1399	134	3158
Farm Visit	27	316	77	704
Expert Use	7	342	25	689

# Events

## OFCAF Grazing Field Days Kootenays, BC

*with Greg Tegart, Mike Malmberg & Serena Black*



August 29 - Creston  
9a.m. - 12p.m.  
Rotational Grazing Systems &  
Advanced Cropping Discussion



## Assessing Your Soil Field Day Cranbrook Blewett Grand Forks-Kootenay Region

A hands on workshop delivered by staff from the Ministry of Agriculture and Food on understanding your soil.



## BC REGIONAL GATHERING KOOTENAYS

OCT 18, 2024 | 9 AM - 3 PM | CRESTON

ORGANICBC | SMALL-SCALE FARM PRODUCERS | BC Climate Agri-Solutions | IAF | Agriculture and Agri-Food Canada | Agriculture et Agroalimentaire Canada



# Communications



kbfa.ca

3.1K users

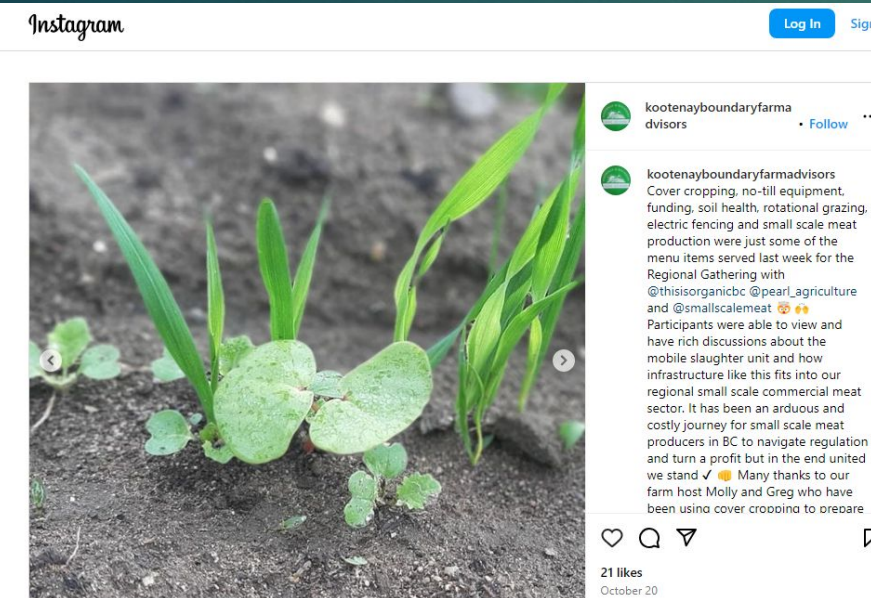
1796 subscribers

Instagram

1146 followers

Facebook

846 followers



Want more tips & resources?

Subscribe to our bi-monthly newsletter and stay connected to free agricultural information and resources.

**SUBSCRIBE NOW**



# Kootenay Farmer



Kootenay Farmer newsletter is an initiative of the [Kootenay & Boundary Farm Advisors](#) to communicate with farmers and ranchers, and to grow and support the agriculture sector.

## Grazing the Kootenays!

Ranchers discussed livestock rotation, pasture planning and plant lifecycles with the [BC Forage Council](#) on a 3-day tour through Edgewater, Fort Steele, and Creston in August. Funding programs to support pasture rejuvenation have been increasingly more available and the BC Forage Council is helping producers understand how they can access the funding. [Read the full event recap here.](#)



*Rick Tegar's herd was kind enough to demo how much they like their new off-stream solar water trough!*

## In This Issue

**Headlines:** Soil Field Days | FABx | BCCAF Open | On-Farm Recruitment Series  
**Events:** Soil Field Days | Season Extension | Soil, Cover Crops, Grazing & Mobile Slaughter Trailer  
**Kudos to our Farmers:** First Light Farm | Crooked Horn Farm  
**Local Dirt:** YA Learning Opportunities | Drop Off for Obsolete Products | Growth Hub  
**Ministry of Agriculture:** BC Agri-Business Planning Program | Livestock Drought Management

## KUDOS TO OUR FARMERS

### First Light Farm Showcases Tools for Production

"We meticulously plan our crop rows to fit the cultivation equipment which has been a game changer for us to manage weeds and the acreage under production with the labour that we have," says Rubens at a recent KBFA field day in Revelstoke. Thank you First Light for hosting and sharing! [Event recap and photos here.](#)



*On-farm networking events for farmers are crucial to support the sector's growth.*

### "Power Duo" Showcased in True Local Video

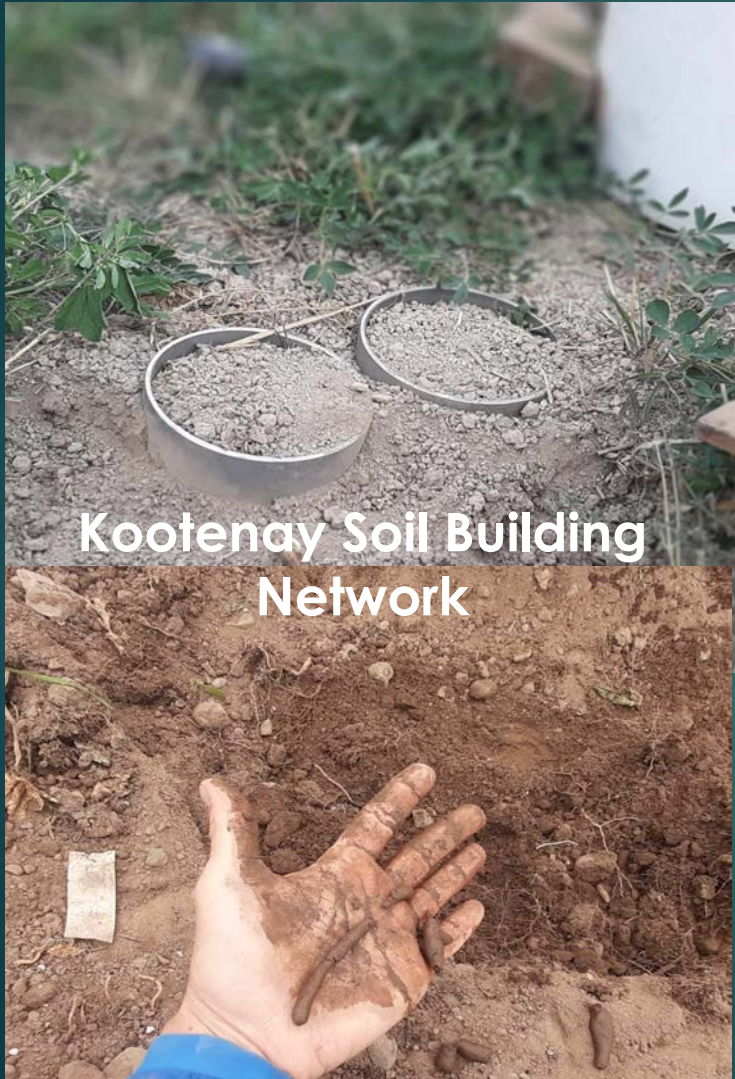
"There are a lot of daily joys to farming and working with food," says Gord Spankie of [Crooked Horn Farm](#) in this True Local Spotlight by the Kootenay Coop. Owners Gord and Ange are some of the most passionate farmers you'll meet and sharing their love of good food and organic farming comes naturally to this powerful duo.

[Watch the video here.](#)



*Crooked Horn Farm has been growing organic vegetables in the Slocan Valley since 2009.*

# Collaborations



Kootenay Soil Building Network



# 2025 Plan



- Boots-on-the-ground
- Collaborate + Connect
- Upgrade Platforms

2024-2025 Deliverables (Apr - Oct)			
Interaction	Target	Completed	Progress
<i>1-on-1</i>	150	134	89%
<i>Farm Visit</i>	25-35	77	□ □ □
<i>Expert Use</i>	35-55	25	45%
<i>Events</i>	6-9	9	□ □
<i>Newsletter</i>	6	3	50%

Thank you

Contact:

Sarah Hirschfeld,  
KBFA Coordinator  
[sarah@kbfa.ca](mailto:sarah@kbfa.ca)  
250-272-5848

[Kbfa.ca](http://Kbfa.ca)



July 22, 2024

RDCK Board of Directors  
Regional District of Central Kootenay  
202 Lakeside Drive  
Nelson, BC,

Sent Via Email: c/o CAO Stuart Horn, [shorn@rdck.bc.ca](mailto:shorn@rdck.bc.ca)

RE: ForestryWorksforBC

Dear Central Kootenay Regional District Board Members,

We are writing to local governments across British Columbia to introduce the ForestryWorksforBC campaign, a new grassroots initiative to raise awareness about the critical role forestry plays in the well-being of rural and urban communities.

The ForestryWorksforBC campaign is a collective effort that represents over 1000 forest-based organizations and companies, including many small and medium sized and intergenerational family-owned businesses across British Columbia. We believe that a better and brighter future in this province needs a strong forest sector.

Forestry matters in every corner of B.C. From hospitals to schools, roads, and communities; forestry has been the foundation of all that we hold dear in this province. Forestry is a renewable sector – and it has been a thriving sector while harvesting just a fraction of one percent of the forest land base each year. But the future of forestry in BC is uncertain.

Harvest levels have dropped by 42% since 2018 and half of BC's mills have been lost in the last two decades. Today, harvest levels have fallen to less than 60% of the sustainable allowable annual cut (AAC) set by the province's chief forester.

When access to the AAC is unreliable, harvest levels drop, government revenues for critical services decline, and the impact reaches every British Columbian. Here are a few quotes from voices across the province:

- *"I don't see a future in my industry in BC... It kills me to leave this Province as my family all live here. My wife is a nurse... her hospital is severely understaffed and (they will) will cry to see another hole to fill."*
- *"As businesses disappear, so do the jobs and many small communities have nothing to replace them with. The communities themselves become unstable."*
- *"I am 24 years old...I used to think this was a career I could cherish but I can no longer see myself pursuing a lifelong career in forestry."*



- *“Our province is losing some of its most productive workers, successful contractors and essential investment dollars every day.”*

Through the ForestryWorksforBC campaign, people are rallying their voices to let our provincial leaders know these impacts are too much, and that without reliable and timely access to the AAC, we have a lot more to lose than mills.

The momentum is growing in communities. [Mayor Kermit Dahl of Campbell River](#) raised concerns in a public letter to the minister for forests; the [Kamloops council](#) has recognized a critical need to support forestry through a forestry-focused resolution submitted the Union of BC Municipalities convention this fall; and Lheidli T’enneh [Chief Dollen Logan and George Lampreau, chief of the Simpcw First Nation](#) near Barriere were joined by the mayors of McBride, Prince George, and Valemount to voice their concern over the crisis in the forest sector.

We ask that you include a discussion of this important topic on the next board meeting agenda and consider joining other communities in sending a letter to provincial representatives to let them know that ForestryWorks for your community too. You can see a template letter on our website at <https://forestryworksforbc.ca/send-the-message/>

We invite you to review the attached press release and visit our website to learn more. We will be following up shortly to request an opportunity to present to your board about our concerns and this important initiative.

Sincerely,



Ken Kalesnikoff  
President and CEO  
Kalesnikoff

for/ ForestryWorksforBC

Attachments/ 2



July 29, 2024

Chair and Directors  
Central Kootenay Regional District  
Box 590  
Nelson, BC, V1L 5R4  
Sent Via Email: [awatson@rdck.bc.ca](mailto:awatson@rdck.bc.ca)

RE: ForestryWorksforBC

Dear Chair Watson and Central Kootenay Directors,

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ForestryWorksforBC is a group of forest-based organizations and companies, representing more than 1,000 businesses engaged in all aspects of British Columbia's forestry sector. We are proud to stand up for tens of thousands of workers and their families who are concerned about the future of forestry in British Columbia. This campaign includes the voices of regular British Columbians who have sent letters to provincial leaders sharing their personal stories, as well as a range of other organizations and companies that have played a part in building British Columbia's forest sector. We believe that a better and brighter future in this province needs a strong forest sector.

Forestry matters in every corner of BC. From hospitals to schools, roads, and communities, forestry has been the foundation of all that we hold dear in this province. Forestry is a renewable sector – and it has been a thriving sector while harvesting just a fraction of one percent of the forest land base each year. But the future of forestry in BC is uncertain.

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We invite you to review the attached documents and visit our website to learn more.

Sincerely,



Bob Brash, Executive Director  
Truck Loggers Association



John Nester, President  
North West Loggers Association



Christine Lavoie, President  
Forest Nursery Association of B.C.



John Betts, Executive Director  
Western Forestry Contractors’ Association



Todd Chamberlain, General Manager  
Interior Logging Association

# Forestry Works for BC



Forestry matters in every corner of BC. From hospitals, schools and roads and communities; forestry has been the foundation of all that we hold dear in this province.

## A Stronger BC Needs a Stronger Forest Sector

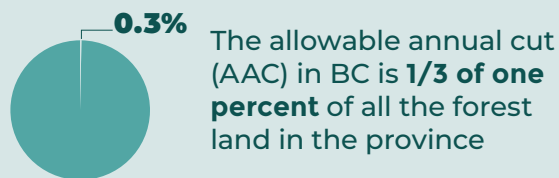
- Help with people's everyday costs
- Deliver more homes for people, faster
- Strengthen health and mental health care
- Deliver services people rely on
- Support a stronger, cleaner economy
- Build infrastructure for the future

## Get Involved

It is not trees versus jobs; its quality of life and an allowable annual cut we can all count on. It's time BC's leaders commit to **both** because **ForestryWorksforBC**.

- **Send a message to government** — by mail or on our website
- **Follow us on social media** and share the campaign with your community
- **Ask your MLA and MLA candidates how they'll help ensure** that forestry provides for BC into the future

## The Future of BC Forestry is Uncertain



...**but**...government-issued cutting permits have slowed



...**and now**...harvest levels are less than 60% of the sustainable AAC.



hello@ForestryWorksForBC.ca  
ForestryWorksForBC.ca

#ForestryWorksForBC



Take action!  
Send your MLA letter today!

## Who We Are

We are a group of forest-based organizations and companies, representing more than 1,000 businesses engaged in all aspects of British Columbia's forestry sector. We are proud to stand up for tens of thousands of workers and their families who are concerned about the future of forestry in British Columbia.



This campaign includes the voices of regular British Columbians who have sent letters to provincial leaders sharing their personal stories, as well as a range of organizations and companies that have all played a part in building British Columbia's forest sector and are committed to a better future for our province.

**\$7 Billion** of local goods and services purchased



Supporting 9,900 businesses in over **340** communities and **120** Indigenous Nations and organizations\*

**\$6.6 Billion**



in annual government revenues that support essential public services and infrastructure.



**\$15.8 Billion**

Investment in BC's future by the forest sector in operations and upgrades across communities between 2013-2022.

## Forestry Supports Employment

The sector provides about nearly 50k direct jobs and supports even more.

Forestry supports 51,000+ additional jobs through supporting local business.

**48,725** Direct Jobs **100,000**

All combined, forestry supports **over 100,000** BC jobs

The Forestry Sector Supports **\$9 Billion** More than in wages, salary, and benefits.

\*Source: 2019 Regional Supply Chain Study- COFI.org

**FORESTRY  
WORKS FOR BC**

hello@ForestryWorksForBC.ca  
ForestryWorksForBC.ca

  #ForestryWorksForBC



Take action!  
Send your MLA  
letter today!

## New Initiative Calls on British Columbians to Stand Up For Forestry

VANCOUVER, British Columbia, June 3, 2024 – A new grassroots initiative is encouraging British Columbians to be better informed on B.C.'s forest sector and take action through various activities including [online letters](#) and informing local governments to raise the importance of forestry to British Columbians.

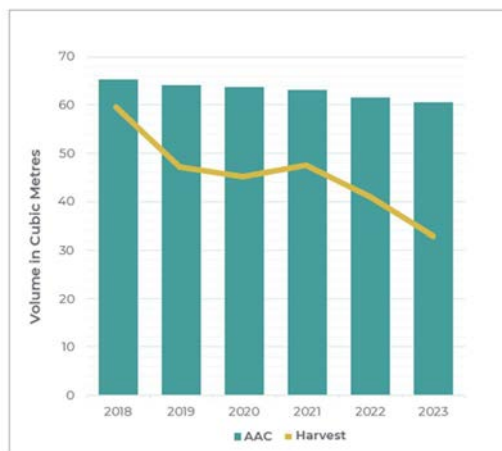
Across the province, small, medium and large forest companies, family-owned enterprises and local businesses have joined forces through ForestryWorksForBC, a new grassroots initiative to address the sectors' uncertain future and its impact on British Columbians and communities that rely on the revenues from forestry to support critical services like roads, schools, and health care.

“Forestry matters in every corner of B.C., from hospitals, schools and roads and communities; forest jobs and forest revenues have been the foundation of all that we hold dear in this province,” said Bob Brash, executive director of the Truck Loggers Association. “Ensuring reliable and timely access to the allowable annual cut (AAC) means we can build affordable, climate-friendly homes for British Columbians; and we can keep people in their homes and communities with good paying jobs.”

In the last 20 years nearly half of all B.C. sawmills have closed. Some of this is the result of natural forces like wildfire and mountain pine beetle but increasing policy changes and escalating complexity have created instability and reduced cutting permits and investment. Today harvest levels are less than 60 per of the AAC set by the Province's chief forester.

Dean Garofano, president and chief operating officer at Delta Forestry Group, has been conducting crew talks across the company and hanging posters around the mill to build momentum for the campaign. “Our workers see the lack of logs coming in, and they are concerned about the future not just for themselves but the communities they call home,” said Garofano. “This initiative gives everyone who cares about forestry and the future of this province a voice – when BC's forest sector does well, we all do better.”

**A Rapid Decline in Harvest Levels**



Source: BC AAC and Harvest Levels 2018-2023 – COFI.org

- 30 -

For More Information:

Visit: [www.forestryworksforbc.ca](http://www.forestryworksforbc.ca)

Email: [hello@forestryworksforbc.ca](mailto:hello@forestryworksforbc.ca)



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# RIONDEL COMMISSION OPEN MEETING MINUTES

**7:00 PM**

**October 1, 2024**

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

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

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

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

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

### Dial by your location

+1 778 907 2071 Canada

833 955 1088 Canada Toll-free

Meeting ID: 991 1942 3741

Passcode: 386155

### COMMISSION/COMMITTEE MEMBERS

Commissioner G. Panio	Riondel	In-person
Commissioner N. Anderson	Riondel	In-person
Commissioner J. Donald	Riondel	In-person
Commissioner D. Lavigne	Riondel	In-person
Commissioner L. Cranna	Riondel	In-person

### MEMBERS ABSENT

Commissioner G. Jackman	Director – Electoral Area A
Commissioner A. Cop	Riondel

### STAFF

Teresa Johnson	Meeting Coordinator	In-person
----------------	---------------------	-----------

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

### 1. CALL TO ORDER

Chair Panio called the meeting to order at 7:01 p.m.

**2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**3. ADOPTION OF AGENDA**

**MOVED** and seconded,  
AND Resolved:

The Agenda for the October 1<sup>st</sup>, 2024 Riondel Commission meeting, be adopted with the addition of item 8.6 Multiple Users Storage in Basement, before circulation.

**Carried**

**4. RECEIPT OF MINUTES**

The September 3<sup>rd</sup>, 2024 Riondel Commission minutes, have been received.

**5. DELEGATE**

No Delegation.

**6. PUBLIC TIME**

The Chair called for questions from the public at 7:03 p.m. No members of the public were present.

**7. OLD BUSINESS**

**7.1 Circle of Friends Hot Water Tank**

Chair Panio provided an update on the hot water tank replacement for the Circle of Friends Building. A contractor is working on the electrical issue, and is waiting to hear back from Turlock electrical for a quote on replacing the current 110 volt electrical configuration with a 220 volt configuration. The change would allow for more options and lower costs for the purchase of a new hot water tank.

**7.2 Riondel Community Centre Entrance Hallway Improvements**

Chair Panio provided an update on the entrance hallway improvements being completed by the Art Club. They will be moving the display cases on the south wall in order to have more space to showcase art work. The display cases will be reinstalled closer to the auditorium, on the opposite side of the front entrance door.

**7.3 Riondel Community Association Display Case**

Chair Panio provided an update on the new display case being installed outside of the Library entrance. Commissioner Anderson is proposing that a larger, 5 foot x 2.5 feet display case be built out of oak with a canopy, glass doors and lighting. The estimated cost of materials is \$350 with the labour donated by Commissioner Anderson. The display case is to be installed on the exterior south wall of the community centre. Benefits of the display case will be realized by the Riondel Commission, the Community Association, and any other parties interested in using the space.

**MOVED** and seconded,



AND Resolved:

That the Riondel Commission spends up to \$350 to pay for material costs to build a display case.

**Carried**

#### **7.4 New Tarp for the Recreation Centre Roof**

An update on the replacement tarp for the Recreation Centre roof will be presented at the next Riondel Commission meeting scheduled for November 5<sup>th</sup> at 7:00 p.m. in the Riondel Commission office.

#### **7.5 Backstop Replacement**

Chair Panio provided an update on the Backstop replacement in the Riondel Regional Park. RDCK (Regional District of Central Kootenay) staff and KLESMSS (Kootenay Lake East Shore Men's Shed Society) members have been working together to arrange for a RDCK tractor operator to be on site to assist with the installation of the new backstop. Support posts are currently being constructed off-site.

#### **7.6 Commission Meeting Time**

Commissioner Lavigne proposed a new start time for meetings. Late evening attendance has been difficult for her, and a 6:00 p.m. start time would be preferred. A 6:30 p.m. start time may be more desirable as it would lessen interference with typical household meal times. Maintaining evening meeting times is necessary to provide opportunities for residents who would otherwise be working during the day to participate. Input from Director Jackman is needed to ensure no scheduling conflicts would affect his attendance. This discussion will continue at the next Riondel Commission meeting scheduled for November 5<sup>th</sup> at 7:00 p.m. in the Riondel Commission office.

#### **7.7 Report on Governance Issues Meeting**

Chair Panio provided a verbal report on the Governance Issues meeting that was held on September 9<sup>th</sup>, 2024. The Community Association discussed adding power and water to the cook shack in the Riondel Regional Park. They discussed their society's inability to apply for grants involving RDCK-owned buildings. Financing and budget concerns were also addressed.

#### **7.8 Water Notice Signage**

Chair Panio provided an update on water notice signage in Riondel. Current signage for water restrictions and boil water notices have poor visibility and residents are unable to read them when driving by. Residents can sign up for Voyent alerts, but visitors do not get the alerts. Discussion surrounding improved signage options included:

- Larger bolder lettering on sandwich boards
- Flat screen television in a window to display active notices
- Programmable highway signs

Sandwich boards with bold, dark lettering were decided on as the most cost effective, weather resistant, and relocatable option. The water signage currently used by the City of Nelson was pointed out as an effective model.

## **8. NEW BUSINESS**

### **8.1 Report on Water Advisory Meeting**

Chair Panio provided a verbal report regarding the Riondel Water and Drainage Services Community Advisory Committee meeting that was held on September 13, 2024. The RDCK and YRB (Yellowhead Road and Bridge) were able to determine which culverts fall within RDCK responsibility and which fall within YRB responsibility. This development will ensure improved maintenance moving forward. Three properties on the north end of Ainsworth Avenue do not have water hookups. Two possibilities for funding are:

- 1) The entire cost of system installation is charged to property owners. A regular hookup fee would be approximately \$2000, however system installation in this case is estimated at \$15,000-\$20,000 or higher for each property.
- 2) The town of Riondel absorbs the cost of putting in new water lines to the three properties, and a one-time tax increase is applied to all properties in town. Property owners would still be responsible for the hook up charge.

This discussion will continue, and a recommendation will be made at the next Riondel Commission meeting scheduled for November 5<sup>th</sup> at 7:00 p.m. in the Riondel Commission office.

### **8.2 Arbor Improvements**

Chair Panio provided an update on the removal of the arbor in front of the Riondel Community Centre. Kudos and thank you to KLESMS members for removing the arbor. The structure was rotting at the base, vandalized, and collapsing. The gravel area was weeded by volunteers. Initially, replacing the arbor was discussed but there may not be a need as the area looks much improved without an arbor.

### **8.3 Upcoming Community Centre Event Bookings**

The following events have been booked in the Riondel Community Centre, and are received as information:

Fall Frolic Dinner and Dance Saturday October 5, 2024

Elections BC October 19, 2024

Flu and Immunization Clinic November 22, 2024

Christmas Potluck December 14, 2024

### **8.4 Riondel Commission of Management Volunteer Application Form**

An introduction to the volunteer application form developed for the Riondel Commission will be presented at a future meeting, pending approval from RDCK staff.

### **8.5 Insurance Requirements for Community Centre events**

Chair Panio led a discussion on insurance requirements for events hosted in the Riondel Community Centre. RDCK staff provided an explanation on insurance requirements. Notable discussion points include:

- Every local government in British Columbia must adhere to the same guidelines.
- Children and seniors are considered a higher risk as they fall within the vulnerable sector. Concerns around senior abuse and manipulation were cited.
- If the RDCK is not hosting the function with trained personnel, paid or volunteer, the event is considered an external event and therefore will need to provide their own insurance.
- Events classified as RDCK programs would fall under existing RDCK insurance. RDCK programs require trained and vetted individuals actively supervising. This includes a satisfactory criminal record check with vulnerable sector and first aid training.
- Staff will determine if leaders from user groups can be established, as there is no capability for existing staff to host programming offered at the Riondel Community Centre.

#### **8.6 Multiple Users Storage in Basement**

User groups are encouraged to take advantage of the vast basement storage space available in the Riondel Community Centre. The Art Club, Ambulance Society, and Mainstreet Newspaper currently utilize the space for storage. Groups are asked to put up clear notices stating who the items belong to.

#### **8.7 Public Notice for Clearing Boulevards**

The Commission would like to hold a meeting with representatives from YRB and MoTI (Ministry of Transportation) along with a small number of interested residents. The discussion will touch on any issues of concern, such as establishing road clearance parameters in order to facilitate proper snow clearing. Commissioner Anderson, Commissioner Donaldson, and Chair Panio have volunteered to attend with a meeting date yet to be determined. The Community Association will send out an invitation to residents.

### **9. CORRESPONDENCE**

No correspondence.

### **10. AREA A DIRECTOR'S REPORT**

Director Jackman was not in attendance and therefore unable to provide the Commission with a verbal report.

### **11. FINANCIAL REPORTS**

The financial service statement for Riondel was not released in time for distribution at this meeting. Financial statements do not necessarily reflect real time figures as accounting can take some time to be reflected in monthly statements.

### **12. PUBLIC TIME:**

The Chair called for questions from the public at 8:12 p.m. No members of the public were present.

**13. NEXT MEETING**

The next Riondel Commission meeting will be held on November 5<sup>th</sup>, at 7:00 pm.

**14. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

The Riondel Commission meeting be adjourned at 8:19 pm.

**Carried**

**DIGITALLY APPROVED**

**G. Panio, Chair**



Regional District of Central Kootenay  
NELSON, SALMO, E, F, AND G REGIONAL PARKS COMMISSION  
Open Meeting Minutes

**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. PST

**Join by Video:**

<https://rdck-bc-ca.zoom.us/j/97376420053?pwd=c9bDowj6HBZT7q28RHBEaiFFtpTN4B.1>

**Meeting ID:** 973 7642 0053

**Meeting passcode:** 562049

**Join by Phone:**

- +1 778 907 2071 Canada
- 855 703 8985 Canada Toll-free

**In-Person Location:** RDCK Head Office - Boardroom 202 Lakeside Drive

**COMMISSION/COMMITTEE MEMBERS**

Commissioner K. Page	Chair - City of Nelson
Commissioner D. Lockwood	Village of Salmo
Commissioner C. Graham	Area E
Commissioner H. Cunningham	Area G

**MEMBERS ABSENT**

Commissioner T. Newell	Area F
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**STAFF**

Joe Chirico	General Manager
Craig Stanley	Regional Manager – Operations & Asset Management
Trisha Davison	Regional Manager – Recreation & Client
Mark Crowe	Regional Parks Planner
Cary Gaynor	Regional Parks Manager
Sarah Fuhr	Communications/Community Engagement
Pearl Anderson	Meeting Coordinator

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

**1. CALL TO ORDER**

Chair Page called the meeting to order at 9:01 a.m.

**2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**3. ADOPTION OF AGENDA**

**MOVED** and Seconded,  
AND Resolved

That the Agenda for the October 15, 2024 Nelson, Salmo, E, F and G Regional Parks Commission meeting be adopted as circulated.

**Carried**

**4. RECEIPT OF MINUTES**

The June 11, 2024 Nelson, Salmo, E, F and G Regional Parks Commission minutes have been received.

**5. DELEGATES**

There were no delegates scheduled for this Commission Meeting.

**6. STAFF REPORTS****6.1 Nelson, Salmo, Areas E, F and G Regional Parks Operations Update**

The Commission report dated August 27, 2024 from Jeff Phillips, Parks and Trails Supervisor, re: Operations Update, has been received with the following discussed:

- Volunteer groups doing work for the RDCK.
- Suggestions for improvements for the next operations report included – checklist at the beginning of the season of work planned for completion and a checklist at the end of the season of work that has been completed and having all parks included in alphabetical order in the report.
- Signage for safety have been posted.

**6.2 Service No. S202 Regional Parks – Nelson, Salmo and Areas E, F and G August 2024 Financial Statement**

The Financial Statement dated August 24, 2024 from Cary Gaynor, Regional Parks Manager, re: Service No. S202 Regional Parks – Nelson, Salmo and Areas E, F and G, has been received.

**6.3 Taghum Beach Parking Lot**

Cary Gaynor, Regional Parks Manager, presented a verbal update re: Taghum Beach Parking Lot with the following discussed:

- A meeting with the Engineers is upcoming, once a draft preliminary drawing is completed, it will be presented to the Commission.
- Transit stops at Park locations.

**DIRECTION TO STAFF:**

Staff were directed to review the opportunity to have transit stops at all parks in the Nelson, Salmo and Areas E, F and G Recreation Commission area.

**7. CORRESPONDENCE****7.1 2024 Kokanee Creek Nature Centre Activity Report**

The email dated October 9, 2024 from Joanne Siderius, Senior Naturalist at Kokanee Creek Nature Centre Activity Report, has been received.

**8. PUBLIC TIME**

The Chair called for questions from the public and members of the media at 10:15 a.m.

There were no questions from the public or members of the media.

**9. IN CAMERA****9.1 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;

(g) litigation or potential litigation affecting the municipality:

**Carried**

**9.2 Recess of Open Meeting**

**MOVED** and Seconded,  
AND Resolved

That the Open Meeting be recessed at 10:16 a.m. in order to conduct the Closed In-Camera meeting.

**Carried**

**10. NEXT MEETING**

The next Nelson, Salmo, E, F and G Regional Parks Commission meeting is scheduled for November 12, 2024 at 9:00 a.m.

**11. ADJOURNMENT**

**MOVED** and Seconded,  
AND Resolved

That the Nelson, Salmo, E, F and G Regional Parks Commission meeting be adjourned at 11:40 a.m.

**Carried**

Digitally approved,

K. Page, Chair

**RECOMMENDATION(S) TO THE BOARD OF DIRECTORS**

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*N/A*

**THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.**

***Future Nelson, Salmo, Areas, E, F and G Regional Parks Commission Meetings***

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- 1. Staff were directed to review the opportunity to have transit stops at all parks in the Nelson, Salmo and Areas E, F and G Recreation Commission area.*





**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

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

**2:00PM MST**

**Monday, October 21, 2024**

**Hybrid Meeting**

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

**Join by Video:**

<https://rdck-bc-ca.zoom.us/j/98701922067?pwd=q5Wuj3IeqK4VJdXaCgPrJKTMUEjIBy.1&from=addon>

**Join by Phone:** 1 778 907 2071

**Meeting Number (access code):** 987 0192 2067

**Meeting Password:** 615719

**In-Person Location:** Gray Creek Hall

**COMMISSIONERS PRESENT**

Commissioner Julie March	Electoral Area A - Online
Commissioner Shawn Ryks	Electoral Area A, Chair
Commissioner Michella Moss	Electoral Area A

**COMMISSIONER ABSENT**

Commissioner Branca Lewandowski	Electoral Area A
Commissioner Adam Tschritter	Electoral Area A

**DIRECTORS**

Garry Jackman	Electoral Area A, Director
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**STAFF**

S. Kindred	Meeting Coordinator
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**PUBLIC**

F & T Demman	Applicants
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**1. CALL TO ORDER**

Chair March called the meeting to order at 2:04 p.m

**2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**3. ADOPTION OF AGENDA**

**MOVED** and seconded,  
AND Resolved:

The Agenda for the October 21, 2024 Electoral Area A Advisory Planning and Heritage Commission meeting, be adopted with the following amendments:

- Change the date of the Agenda from August 19, 2024 to October 21, 2014
- Change the Referral file number from V2411A to V2418A
- Change the Planner name from Sadie Chezenko to Zachari Giacomazzo

before circulation.

**Carried**

**4. RECEIPT OF MINUTES**

The September 23, 2024 Electoral Area A Advisory Planning and Heritage Commission minutes, have been received.

**5. STAFF REPORTS**

**5.1 Development Variance Permit Application – Forrest Demman**

The Referral Package V2418A dated October 7, 2024 from Planner Zachari Giacomazzo, has been received.

**Moved** and seconded,  
AND Resolved:

That the Area A Advisory Planning Commission **SUPPORT** the Development Variance Permit Application to Forrest Demman for the property located 1180 Wigen Road, Wynndel, and legally described as LOT C DISTRICT LOT 9551 KOOTENAY DISTRICT PLAN 1489

**Carried**

**6. PUBLIC TIME**

The Chair called for questions from the public at 2:40 p.m.

**7. NEXT MEETING**

The next Electoral Area A Advisory Planning and Heritage Commission Meeting is scheduled for December 2, 2024 at 2:00pm at the Gray Creek Hall.

**8. ADJOURNMENT**  
**MOVED** and seconded,  
AND Resolved:

The Electoral Area A Advisory Planning and Heritage Commission meeting be adjourned at 2:57 p.m.

**Carried**

**Approved by**  
Shawn Ryks, Chair



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

Monday, October 21, 2024  
10:00 am  
Hybrid Model - In-person and Remote

**COMMITTEE MEMBERS**

**PRESENT**

Director S. Hewat                      Village of Kaslo – Chair  
Director A. Watson                    Area D

**STAFF PRESENT**

S. Horn                                      Chief Administrative Officer  
J. Chirico                                  General Manager of Community Services  
C. Gaynor                                 Regional Parks Manager  
D. Seguin                                 Manager of Community Sustainability  
N. Hannon                                Disaster Mitigation and Adaptation Senior Advisor  
J. Lay                                        Wildfire Mitigation Specialist  
E. Graham                                Kaslo Fire Chief  
C. Hopkyns                                Corporate Administration Meeting Coordinator

**VILLAGE OF  
KASLO STAFF  
PRESENT**

R. Baker                                    Chief Administrative Officer

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**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:**

10:00 a.m. (PST)

**Join by Video:**

<https://rdck-bc-ca.zoom.us/j/94649121151?pwd=YaiMo9qjxdiox0nMHX2wEeiz3GzOE.1&from=addon>

**Join by Phone:**

- 855 703 8985 Canada Toll-free

**Meeting ID:** 946 4912 1151

**Meeting Password:** 247393

**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 10:02 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 October 21, 2024 North Kootenay Lake Services Committee meeting be adopted as circulated.

**Carried**

**5. RECEIPT OF MINUTES**

The February 26, 2024 North Kootenay Lake Services Committee minutes, have been received.

**6. DELEGATE**

- 6.1** Eva Kelemen, Kaslo & District Public Library Director; Margaret Wanke, Kaslo & District Public Library Trustee and Celia Cheatley, Kaslo & District Public Library Chair, provided a presentation to the Committee regarding the 2025 Kaslo & Area D Library Service budget. Ms. Kelemen reviewed the 2025 – 2029 operating budget, noting it is a continuation of the last two budgets. She shared that their goal continues to be to catch up to average funding per capita for BC public libraries to function optimally and this budget will take the library there by 2029. She also reviewed the new library project progress report. The Kaslo & District staff answered the Committee's questions.

The Kaslo & District Public Library presentation and budget, has been received.

- 6.2** Alana Jenkins, KSAR Administrator & SAR Manager and Miriam Halliday, KSAR Director and Team Training Officer, provided an overview to the Committee regarding the 2025 Search and Rescue Society budget. Ms. Jenkins reviewed the 2024 year, sharing the call out numbers for road rescue and fire. She shared that KSAR are moving forward with the new building in 2025/2026. Miriam Halliday reviewed training stats. The KSAR's staff answered the Committee's questions.

The 2025 Kaslo Search and Rescue (KSAR) budget, has been received.

Moved and seconded,  
And resolved:

That staff be directed to investigate the last time the requisition limit for service s150 Jaws of Life Kaslo/Area D was increased and report back at the December North Kootenay lake shared services committee meeting.

**Carried**

## **7. STAFF REPORTS**

### **7.1 RECREATION AND PARK GOVERNANCE**

The Committee Report dated October 17, 2024 from Joe Chirico, General Manager of Community Services, re: Recreation and Park Governance, has been received.

Joe Chirico, General Manager of Community Services, provided an overview to the Committee regarding the Recreation and Park Governance Committee Report. The report recommends that the bylaws establishing the Glacier Creek Regional Park Commission and Recreation Commission #2 be rescinded and the Committee direct staff to establish a Village of Kaslo and Area D Recreation and Park Advisory Committee.

The Committee had a discussion, agreeing that both Glacier Creek Regional Park Commission and Recreation Commission #2 should be disbanded due to the Commissions have not being active for a number of years.

Before moving forward to establish a Kaslo and Area D Parks and Recreation Advisory Committee, the Committee discussed improving messaging around public engagement for these Advisory Committee's.

Moved and seconded,  
And resolved that it be recommended to the Board:

Recommend to the Board that staff be directed to prepare bylaws to the effect of repealing the *Kaslo and Area Regional Facilities, Recreation, and Parks Service Commission Bylaw 2023, 2009* and the *Glacier Creek Regional Park Commission Bylaw No. 1306, 1998* and that going forward the governance matters for parks and recreation services in Kaslo and Area D be considered by the North Kootenay Lake Regional Services Committee.

**Carried**

The Committee had a discussion regarding 2025 Recreation Hall budgets.

**STAFF DIRECTION:** That staff request the halls have their 2025 budgets submitted by mid November and that staff invite any halls that have capital requests or a significant increase to budget to attend the December 2, 2024 NKLSC meeting.

## **8. NEW BUSINESS**

### **8.1 BUDGET DISCUSSION**

#### **8.1.1 S194 – Kaslo & Area D Library Service**

The Kaslo & District Public Library budget, has been received.

Moved and seconded,  
And resolved:

THAT the North Kootenay Lake Services Committee accept the proposed budget for S194 – Kaslo & Area D Library Service proposed budget for \$130,825.00 in the draft 2025 budget.

**Carried**

Moved and seconded,  
And resolved:

That staff investigate the last increase to requisition limit for the S194 – Kaslo & Area D Library Service Bylaw.

**Carried**

#### **8.1.2 S150 – Jaws of Life**

The 2025 Kaslo Search and Rescue Society budget, has been received.

Moved and seconded,  
And resolved:

THAT the North Kootenay Lake Services Committee accept the proposed budget for S150 – Jaws of Life (Kaslo Search & Rescue) for \$30,000.00 in the draft 2025 budget.

**Carried**

**8.2 KASLO & DISTRICT PUBLIC LIBRARY - GREEN AND INCLUSIVE COMMUNITY BUILDINGS (GICB) GRANT**

Chair Hewat requested a discussion regarding the Kaslo and District Public Library Green and Inclusive Community Buildings (GICB) grant.

Robert Baker, Kaslo CAO, shared that if the Green and Inclusive Community Buildings grant is approved, he would like to ensure some of the leg work is done in advance, so they were in a position to sign the agreement without delay. He is hoping to continue discussions the over the next couple of months. The Committee recommended referral of this item to the January 2025 NKSLC meeting to continue the discussion.

**8.3 FIRE BRIGADES - KASLO & AREA D FIRE SERVICE AREA & FIRE SMART CONTRACT**

Director Watson requested a discussion regarding fire brigades and fire smart contract in Kaslo and Area D.

Regarding fire brigades, Director Watson shared that she has been referring residents within the fire service area to reach out to their local fire departments, as fire brigades are not supported within fire service area. For residents outside of the fire service area, she is offering support through the Community Recognition Program Funding.

Nora Hannon, Disaster Mitigation and Adaptation Senior Advisor, confirmed that directing residents within the fire service areas to their local fire department is correct. She shared the following considerations:

1. Within the fire service area, the fire department is the authority and has jurisdiction based on the bylaw.
2. Outside the fire service area, through the BC Cooperative Community Wildfire Response Program, there is support for mop ups, patrolling areas for potential flare up and expediting resources like personal equipment and supplies. It is for the fire suppression, to enter or remain in an area that is under an evacuation order or to move or deploy BC Wildfire resources. Staff will be bringing a fire brigades report to the RDCK Board in November.

Regarding the Area D Fire Smart contract, Director Watson asked staff if the seasonal contract is working or should it be extended to all year long contract.

Nora Hannon shared that the seasonal Fire Smart contract is with Village of Kaslo. The RDCK administrates the contract and the Fire Smart Coordinator supervises the Kaslo Fire Smart Coordinator during the season. During the off season, RDCK staff are



available for continued to support. If Area D wants to extend the contract all year round, it would need to go the RDCK Board for approval.

#### **8.4 KASLO AND AREA D ECONOMIC DEVELOPMENT SERVICE**

Staff requested a discussion item regarding Kaslo and Area D Economic Development Service.

Due to the October 21, 2024 Kaslo and Area D Economic Development Service meeting not being cancelled in the afternoon, this item will be discussed at that meeting.

#### **9. PUBLIC TIME**

The Chair will call for questions from the public and members of the media at 11:38 a.m.

No public or media had questions.

#### **10. NEXT MEETING**

The next North Kootenay Lake Services Committee meeting is scheduled for December 2, 2024 at 10:00 a.m. (PST).

Chair Hewat will be in Ottawa during the December 2<sup>nd</sup> NKLSC meeting. The meeting will held online and Chair Hewat will Chair remotely. If delegations are attending the meeting, Director Watson will Chair the meeting in-person from the Village of Kaslo Council Chambers.

#### **11. ADJOURNMENT**

Moved and seconded,  
And resolved:

The North Kootenay Lake Services Committee meeting be adjourned at 11:38 a.m.

**Carried**

Digitally approved

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Suzanne Hewat, Chair



## WATER SERVICES COMMITTEE Open Meeting **MINUTES**

A Water Services Committee meeting was held on Wednesday, October 23, 2024 at 1:00 p.m. PST through a hybrid meeting model.

Quorum was maintained throughout the meeting.

<b>ELECTED OFFICIALS PRESENT:</b>	Director G. Jackman	Area A	
	Director R. Tierney	Area B	
	Director K. Vandenberghe	Area C	
	<b>Director A. Watson</b>	<b>Area D (Interim Chair)</b>	
	Director C. Graham	Area E	In-Person
	Director H. Cunningham	Area G	
	Director W. Popoff	Area H	
	Director H. Hanegraaf	Area J	
	Director T. Weatherhead	Area K	
	Councillor D. Dumas	Town of Creston	
<b>ELECTED OFFICIALS ABSENT:</b>	Director T. Newell	Area F (2024 Committee Chair)	
<b>STAFF PRESENT:</b>	U. Wolf	GM – Environmental Services	In-Person
	C. Gainham	Utility Services Manager	In-Person
	A. Divlakovski	Water Operations Manager	In-Person
	E. Clark	Meeting Coordinator	In-Person

**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:**  
1:00 p.m.

**Join by Video:**  
<https://rdck-bc-ca.zoom.us/j/93253102569?pwd=Z2RH0H0aaKsanVJ0C3dEWws0OscJzu.1&from=addon>

**Join by Phone:**

- +1 778 907 2071 Canada
- 833 958 1164 Canada Toll-free

**Meeting ID:** 932 5310 2569

**Passcode:** 986419

**In-Person Location:** RDCK Board Room, 202 Lakeside Drive, Nelson, BC

**2. CALL TO ORDER & WELCOME**

General Manager Wolf assumed the Chair and called the meeting to order at 1:00 p.m.

**3. ELECTION OF INTERIM CHAIR**

Committee to elect an Interim Chair for the October 23, 2024 Water Services Committee Meeting.

**3.1 Call for Nominations (3 Times)**

Director Popoff nominated Director Watson.

Director Watson nominated Director Graham.

Director Graham nominated Director Watson.

**3.2 Opportunity for Candidates to Address the Committee**

No address.

**3.3 Vote by Secret Ballot**

No votes.

**3.4 Declaration of Elected or Acclaimed Interim Chair**

General Manager Wolf declared Director Watson acclaimed Interim Chair for the October 23, 2024 Water Services Committee meeting.

**3.5 Destroy Ballots**

No ballots.

**4. COMMENCEMENT OF THE REGULAR COMMITTEE MEETING**

The Water Services Committee Interim Chair assumes the Chair.

**4.1 Traditional Lands Acknowledgement Statement**

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

**4.2 Adoption of the Agenda**

**Moved** and seconded,

And resolved that:

The Agenda for the October 23, 2024 Water Services Committee meeting be adopted as circulated.

**Carried**

**4.3 Receipt of Minutes**

The August 7, 2024 Water Services Committee minutes, have been received.

**5. SANCA NORTH PROPERTIES SERVICE ESTABLISHMENT BYLAW UPDATE**

The October 10, 2024 Committee Report from Eileen Senyk, Water Services Liaison providing an update on the North Sanca Service Area Amendment, has been received.

**Direction to Staff** - to reach out to provincial counterparts for clarification on whether a service establishment bylaw can be amended to adjust the service area boundary, allowing for the removal of parcels from a water service if those parcels do not currently have an alternative water service connection.

**6. PARCEL TAX AND SERVICES ESTABLISHMENT BYLAW AMENDMENTS**

The October 10, 2024 Committee Report from Eileen Senyk, Water Services Liaison proposing amendments to Parcel/Frontage Tax Bylaws and Services Establishment Bylaws, has been received.

**Moved** and seconded,

And resolved that it be **recommended** to the Board:

That the Board direct staff to prepare amendments to the Parcel/Frontage Tax Bylaws for Balfour, Duhamel, Riondel, Sanca and Woodbury Village, and the Service Establishment Bylaws for Duhamel, Burton, Woodbury Village, Sanca and South Slokan to build system-specific capital reserve funds for system renewal and replacement.

**Carried**

**7. WATER SYSTEM ADVISORIES**

The September 25, 2024 Committee Report from Nathalie Nick, Environmental Coordinator for Utility Services summarizing the water advisories issued from May 1, 2024 to August 31, 2024 for water systems operated by the RDCK, has been received.

**8. WATER OPERATIONS AND CAPITAL PROJECT UPDATE**

The October 17, 2024 Committee Report from Alexandra Divlakovski, Water Operations Manager, providing an update on the larger maintenance and capital projects completed to date in 2024, has been received.

**9. STAFF VERBAL REPORTS**

Chris Gainham, Utility Services Manager will provide verbal reports on the following items:

- Water and Wastewater Systems Acquisition Policy
- Creston Valley Alternate Water Supply Feasibility Study and Upcoming Stakeholder Information Session

**10. WATER SYSTEM COMMUNITY ADVISORY COMMITTEES**

**10.1 Riondel Water & Drainage Services Community Advisory Committee**

The September 13, 2024 Riondel Water & Drainage Services Community Advisory Committee meeting notes, have been received.

**11. PUBLIC TIME**

The Chair called for questions from the public and members of the media at 2:13 p.m.

**12. IN CAMERA**

**12.1 Meeting Closed to the Public**

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

**Moved** and Seconded,  
And Resolved:

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 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;

**12.2 Recess of Open Meeting**

**Moved** and Seconded,  
And Resolved:

The Open meeting be recessed at 2:14 p.m. in order to conduct the *In Camera* meeting.

**Carried**

**13. ADJOURNMENT**

**Moved** and Seconded,  
And Resolved:

The October 23, 2024 Water Services Committee meeting adjourned at 2:33 p.m.

**Carried**

CERTIFIED CORRECT

Approved by

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Director A. Watson  
Interim Water Services Committee Chair  
October 23, 2024

**BOARD RECOMMENDATIONS AS ADOPTED AT THE OCTOBER 23, 2024 WATER SERVICES COMMITTEE MEETING**

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**RECOMMENDATION #1**

That the Board direct staff to prepare amendments to the Parcel/Frontage Tax Bylaws for Balfour, Duhamel, Riondel, Sanca and Woodbury Village, and the Service Establishment Bylaws for Duhamel, Burton, Woodbury Village, Sanca and South Slocan to build system-specific capital reserve funds for system renewal and replacement.



## REGIONAL DISTRICT OF CENTRAL KOOTENAY

# ALL RECREATION COMMITTEE OPEN MEETING MINUTES

9:00 a.m.

October 30, 2024

### COMMISSION/COMMITTEE MEMBERS

Chair M. McFaddin	City of Castlegar
Director G. Jackman	Electoral Area A
Director R. Tierney	Electoral Area B
Director K. Vandenberghe	Electoral Area C
Director C. Graham	Electoral Area E
Director H. Cunningham	Electoral Area G
Director W. Popoff	Electoral Area H
Director A. Davidoff	Electoral Area I
Director H. Hanegraaf	Electoral Area J
Director T. Weatherhead	Electoral Area K
Director A. DeBoon	Town of Creston
Director S. Hewat	Village of Kaslo
Director A. McLaren-Caux	Village of Nakusp
Director J. Lunn	Village of Slocan
Director K. Page	City of Nelson
Director D. Lockwood	Village of Salmo
Director L. Main	Village of Silverton
Director A. Watson	Electoral Area D
Director T. Newell	Electoral Area F
Alternate Director J. Fike	Village of New Denver

### INVITEE

Clara-Jane Blye	RC Strategies
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### GUESTS

Councillor Tait	City of Nelson
Commissioner Bogle	City of Castlegar

### STAFF

Joe Chirico	General Manager of Community Services
Craig Stanley	Regional Manager of Operation and Asset Management
Trisha Davison	Regional Manager of Recreation and Client Services

Cary Gaynor  
Tia Wayling  
Pearl Anderson

Regional Parks Manager  
Regional Programming Manager  
Meeting Coordinator

**20 out of 20 voting Commission/Committee members were present – quorum was met.**

**1. CALL TO ORDER**

Chair McFaddin called the meeting to order at 9:04 a.m.

**2. TRADITIONAL LANDS ACKNOWLEDGEMENT STATEMENT**

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

**3. ADOPTION OF AGENDA**

**MOVED** and seconded,  
AND Resolved:

That the agenda for the October 30, 2024 All Recreation Committee meeting, be adopted with the inclusion before circulation of Item 8 - Tournament Costs.

**Carried**

**MOVED** and seconded,  
AND Resolved:

That Commissioner Bogle be granted Freedom of the Floor.

**Carried**

**4. RECEIPT OF MINUTES**

The June 26, 2024 All Recreation Committee minutes have been received with the following amendment:

- Item 6.1 be amended by changing the words “Director Tait” to “Councillor Tait”.

**DIRECTOR PRESENT:** Commissioner Davidoff joined the meeting at 9:22 a.m.

**5. PARKS, TRAILS AND WATER ACCESS STRATEGY UPDATE**

The power point and verbal presentation by Clara-Jane Blye with RC Strategies, re: Parks, Trails and Water Access Strategy Update, has been received.

**DIRECTOR ABSENT:** Director Newell left the meeting at 10:05 a.m.

**DIRECTOR ABSENT:** Director Main left the meeting at 10:16 a.m.

**GUEST ABSENT:** Clara-Jane Blye left the meeting at 10:29 a.m.

**RECESS/  
RECONVENE** The meeting recessed at 10:30 a.m. for a break and reconvened at 10:40 a.m.



## **6. STAFF REPORTS**

### **6.1 Donation of Community Services Policy**

The Committee Report dated October 20, 2024 from Trisha Davison, Regional Manager – Recreation & Client Services, re: Parks, re: Donation of Community Services Policy, has been received.

**DIRECTOR ABSENT:** Director Lunn left the meeting at 11:02 a.m.

**MOVED** and seconded,  
AND Resolved that it be recommended to the Board:

That the Board adopt Policy Number 500-01-11, Community Services Donation Policy, with the amendment to the framework content presented to include that the total value of donations by the Regional District of Central Kootenay for each calendar year be limited to the amount identified in the financial plan;

AND THAT the Community Services Donation Policy include that donations can be a combination of the options;

AND FURTHER, that the Community Services Donation Policy be effective December 1, 2024.

**Carried**

### **6.2 Regional Programming Update**

The Committee Report dated October 17, 2024 from Trisha Davison, Regional Manager – Recreation & Client Services, and Tia Wayling, Regional Programming Manager, re: Regional Programming Update, has been received.

**MOVED** and seconded,  
AND Resolved that direction be given to staff:

That staff be directed to bring a supplemental report, re: Alignment of Service Delivery on Statutory Holidays across the District, to the next All Recreation Committee meeting.

**Carried**

### **6.3 Asset Management Project and Green House Gas Feasibility Study Update**

The presentation dated October 9, 2024 from Craig Stanley, Regional Manager – Operations and Asset Management, re: Asset Management Project and Green House Gas Feasibility Study, has been received.

**DIRECTOR ABSENT:** Director Tierney left the meeting at 12:02 p.m.

**DIRECTOR ABSENT:** Director Hewat left the meeting at 12:04 p.m.

### **6.4 Access and Inclusion Initiatives Update**

The Committee Report dated October 20, 2024 from Trisha Davison, Regional Manager - Recreation and Client Services, re: Access and Inclusion Initiatives, has been received.

**MOVED** and seconded,

AND Resolved that direction be given to staff:

That the All Recreation Committee direct staff to continue the revised implementation plan for the Community Services Access Program as per the revised implementation plan as presented.

**Carried**

## **7. NEW BUSINESS**

### **7.1 Review of the Castlegar & District Community Complex Criteria for the Wall of Fame**

Craig Stanley, Regional Manager – Operations and Asset Management, presented an overview of the Castlegar & District Community Complex Wall of Fame. The criteria and procedures for the Castlegar & District Community Complex Wall of Fame, has been received.

**MOVED** and seconded,

AND Resolved that direction be given to staff:

That the All Recreation Committee direct staff to review the criteria and procedures for banner raising wall of fame historical recognition and provide a report at the next All Recreation Committee meeting.

**Carried**

### **7.2 Proposed All Recreation Committee Meeting Dates**

The All Recreation Committee reviewed the following proposed dates for the 2025 meeting dates:

9:00 a.m. – April 2, 2025

9:00 a.m. – June 26, 2025

9:00 a.m. – October 30, 2025

**MOVED** and seconded,

AND Resolved that it be recommended to the Board:

That the Board approve the following 2025 meeting dates for the All Recreation Committee:

9:00 a.m. – April 2, 2025

9:00 a.m. – June 25, 2025

9:00 a.m. – October 29, 2025

**Carried**

## **8. OLD BUSINESS**

**8.1 Tournament Costs**

**Moved** and seconded,  
AND Resolved:

That Item No. 8.1 – Tournament Costs be included in the Annual Fees and Charges Report and **REFERRED** to the April 2, 2025 All Recreation Committee Meeting.

**Carried**

**9. PUBLIC TIME**

The Chair called for questions from the public and the media at 12:23 p.m. The question regarding the status of the concession opening at the Castlegar and District Recreation Complex was answered by staff.

**10. NEXT MEETING**

The next All Recreation Committee meeting is scheduled for April 2, 2025 at 9:00 a.m.

**11. ADJOURNMENT**

**MOVED** and seconded,  
AND Resolved:

That the All Recreation Committee meeting be adjourned at 12:25 p.m.

**Carried**

**Digitally approved,**

M. McFaddin, Chair

**RECOMMENDATION(S) TO THE BOARD OF DIRECTORS**

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1. *That the Board adopt Policy Number, Community Services Amenity Donation Program Policy, with the amendment that the Policy include that the total value of donations by the Regional District of Central Kootenays for each calendar year be limited to the amount identified in the financial plan;*

*AND THAT the Community Services Amenity Donation Program Policy include that donations can be a combination of the options;*

*AND FURTHER, that the Community Services Amenity Donation Program Policy be effective December 1, 2024.*

2. *That the Board approve the following 2025 meeting dates for the All Recreation Committee:*

*9:00 a.m. – April 2, 2025*

*9:00 a.m. – June 25, 2025*

*9:00 a.m. – October 29, 2025*

**THE FOLLOWING ITEMS ARE PROVIDED FOR CONVENIENCE ONLY AND WILL BE CONSIDERED AT ITS APPROPRIATE MEETING AS STATED.**

**Future All Recreation Committee Meetings**

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1. *That staff be directed to bring a supplemental report, re: Alignment of Service Delivery on Statutory Holidays across the District, to the next All Recreation Committee meeting.*
2. *That the All Recreation Committee direct staff to continue the revised implementation plan for the Community Services Access Program as per the revised implementation plan as presented.*
3. *That the All Recreation Committee direct staff to review the criteria and procedures for banner raising wall of fame historical recognition and provide a report at the next All Recreation Committee meeting.*
4. *That Item No. 8.1 – Tournament Costs be included in the Annual Fees and Charges Report and **REFERRED** to the April 2, 2025 All Recreation Committee Meeting.*



# Accessibility Framework



Prepared by: Angela Lund

Date: October 21, 2024

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## Introduction

Enacted in 2021, the Accessible British Columbia Act (Act) represents a significant step towards enhancing accessibility and fostering inclusion throughout the province. This legislation is designed to ensure individuals with disabilities can fully engage in public life, access services, and enjoy equal opportunities.

The Act establishes a comprehensive legal framework for the formulation, execution, and enforcement of accessibility standards targeted at eliminating barriers in various aspects of communities, such as the built environment, employment, information technology and communication, program services, transportation and procurement (Focus Areas). The Act also requires forming an Accessibility Advisory Committee to provide input to staff of local governments and organizations regarding the development of their accessibility plans (review every three years), and appropriate feedback mechanisms to encourage public participation and input.

The legislation requires when developing and updating an Accessibility Plan, an organization must support the following principles:

- inclusion,
- adaptability,
- diversity,
- collaboration,
- self-determination, and
- universal design.

These principles guide the development and implementation of accessibility standards, ensuring individuals with barriers can fully participate and thrive in all aspects of life.

To comply with this new legislation, the Regional District of Central Kootenay (RDCK) has established an Accessibility Framework, which also describes the phases through which the RDCK will develop a three-year

accessibility plan and feedback mechanisms to guide the advancement of accessibility within the region.

## RDCK's Message

Over the next three years and onward, the RDCK is dedicated to building a community that is truly diverse, equitable, inclusive, and accessible. We are committed to advancing these core values through strategic initiatives and meaningful actions aimed at ensuring every resident can participate fully and equally.

The invaluable insights and perspectives of individuals from all walks of life are essential to our mission. We believe a thriving community is one where everyone feels valued and has the opportunity to succeed. Our goal is to ensure that everyone in the RDCK can participate fully and equitably in community life. By integrating valuable feedback and perspectives, we aim to develop an accessibility plan that truly reflects and addresses the needs of all our residents. The RDCK will work continuously to the best of our abilities to identify, remove and prevent barriers experienced by people within our communities.

We are excited about the journey ahead and look forward to working together to build a more diverse, equitable, inclusive, and accessible region.





## About the RDCK

The RDCK is a regional government in British Columbia. It encompasses a diverse range of communities and landscapes, stretching across parts of the Kootenay region, known for its stunning natural beauty. The RDCK includes nine municipalities and eleven electoral areas.

It provides essential services and functions, including but not limited to, land use planning, building, bylaw enforcement, waste management, water utilities, emergency services, public transit, recreation facilities and regional parks. The region is surrounded by natural beauty and it is important to the RDCK to promote a place where a sense of belonging, innovation, and diversity meet.

The RDCK is dedicated to working alongside the communities and expanding its understanding of accessibility to make the region the best place to call home for everyone.

## Our Values

The RDCK is committed to core values that guide its operations and interactions with the community.

These values are:

RDCK Values	
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>The health and safety of our people and our environment is our first priority.</li> </ul>
<b>Integrity</b>	<ul style="list-style-type: none"> <li>We behave with integrity in all that we do.</li> <li>We promote personal and professional growth.</li> </ul>
<b>Accountability</b>	<ul style="list-style-type: none"> <li>We practice good governance through accountability, responsibility and transparency.</li> <li>We strive to continuously improve our processes and systems.</li> <li>We aim for sustainable services and growth.</li> </ul>
<b>Respect</b>	<ul style="list-style-type: none"> <li>We provide high-quality, inclusive customer service to our internal and external clients.</li> <li>We support one another.</li> <li>We seek and act on opportunities for collaboration and cooperation.</li> </ul>

By adhering to these values, the RDCK strives to create a trustworthy, safe, and inclusive environment that supports the overall well-being and engagement of its staff and residents.



## Our Commitment

The RDCK recognizes the crucial role full participation by all citizens plays in community life.

Committed to Diversity, Equity, Inclusion, and Accessibility, the RDCK aims to build on its existing efforts to foster a welcoming and inclusive environment.

- **Diversity:** Embracing and celebrating the diverse backgrounds and experiences of all community members and staff.
- **Equity:** Ensuring fair treatment and opportunities for everyone, addressing disparities and barriers that may exist.
- **Inclusion:** Creating spaces and opportunities where all individuals feel valued and included in community activities and decision-making processes.
- **Accessibility:** Continuously improving physical, digital, and social accessibility to enable full participation by people of all abilities.



## Regional Accessibility Advisory Committee

The RDCK has established the Regional Accessibility Advisory Committee (RAAC) that provides input and direction to the RDCK and smaller municipalities within the region who may not have sufficient volunteers within their communities to form an accessibility advisory committee of their own. Each municipality and the RDCK collaborates separately with the RAAC to create their own framework, accessibility plans and feedback mechanisms. The RAAC advises on the development and updates for each of the accessibility plans, and the establishment of processes for receiving

public comments throughout the region based on inclusion and the removal of physical, virtual, and attitudinal barriers.

Some of the benefits to having a RAAC is the development of consistent messaging and objectives to remove barriers within the accessibility plans throughout the region, and the opportunities for the RDCK and municipalities to share resources or materials.

The RAAC plays a pivotal role in aiding the RDCK and the municipalities to become more accessible and promote public engagement in accordance with the Act.

## Action Plan

### Our Approach: Accessibility Framework

This Accessibility Framework outlines how the RDCK is working towards meeting the requirements of the Act in two phases.

#### Phase One

- Establish the Regional Accessibility Advisory Committee;
- Develop an Accessibility Framework;
- Identify the priorities and steps required to create a comprehensive three-year Accessibility Plan; and
- Establish a feedback mechanism for the public to provide experiences related to accessibility.

#### Phase Two

- Complete an internal audit of policies, procedures, bylaws, and processes;
- Conduct a review of the current RDCK accessibility initiatives that have been completed to date.
- Complete an evaluation of accessibility limitations throughout the RDCK services;
- Analyze feedback received from the audit, public and RAAC; and
- Draft and finalize the RDCK's three-year Accessibility Plan.

## Priorities and Steps—Accessibility Plan

The RDCK will collaborate with a consultant and the RAAC to identify accessibility barriers within the regional services. This process will involve assessing physical, communication, and attitudinal obstacles. The following priorities and steps will be considered:

### Priorities

#### 1. Assessment of Current Accessibility

- Identify existing barriers across facilities, services, and communication.

#### 2. Public Engagement

- Involve community members, especially those with barriers, to gather input and feedback.

#### 3. Regulatory Compliance

- Ensure alignment with provincial accessibility legislation.

#### 4. Resource Allocation

- Identify budget, the resources needed for implementation and the priorities for the next three years.

#### 5. Education and Training

- Provide training for staff and partners on accessibility best practices.



### Steps to Create the Plan

#### 1. Conduct a Needs Assessment

- Review existing conditions within the RDCK and gather data on accessibility barriers.

#### 2. Engage the Community & Analyze Data

- Collect feedback by using the feedback mechanisms available to the public and receive input from the RAAC.
- Evaluate the feedback and assessment data to identify priority areas for action.

#### 3. Set Goals and Objectives

- Define clear, measurable goals for improving accessibility over the next three years.

#### 4. Develop Action Items

- Create specific actions to address identified barriers, including timelines and responsible parties.

#### 5. Establish a Monitoring Framework

- Set up mechanisms to track progress and effectiveness of the actions taken.

#### 6. Draft the Accessibility Plan, Review & Revise

- Compile findings, goals, and actions into a comprehensive Accessibility Plan.
- Share the draft with the RAAC for feedback and make necessary revisions.

#### 7. Adopt and Implement the Plan

- Officially adopt the Accessibility Plan and begin implementation, ensuring ongoing communication with the public and the RAAC.

#### 8. Evaluate and Update

- Assessment of the Accessibility Plan's effectiveness and make adjustments as needed every three years.

## Insight on the RDCK's Current Landscape

The RDCK is in the preliminary stages of budgeting funds for staff to collaborate with a consultant in 2025 to identify accessibility barriers within the Focus Areas. This initiative aims to enhance the understanding of the challenges faced by individuals with disabilities in accessing various services and within the workplace. By working with a consultant, the RDCK seeks to gather valuable insights and determine the priorities, within the Focus Areas, for the three-year Accessibility Plan.

To meet the growing public demand for improved access to RDCK recreation programs, a framework is being established to reduce participation barriers. This framework will focus on creating opportunities for inclusivity in RDCK communities and setting strategic goals to eliminate obstacles to program participation, ensuring that everyone can engage fully in recreational activities.

The RDCK is dedicated to integrating accessibility standards into our built environments for all capital projects, ensuring that facilities are designed to be inclusive and usable by everyone. This commitment involves careful planning and adherence to established guidelines to create spaces that meet the diverse needs of our community.

The RDCK is set to launch a new website by the end of 2024, designed to meet the comprehensive accessibility standards. This initiative aims to ensure that all users can easily access and navigate the site. The updated website will incorporate features such as screen reader compatibility, adjustable text sizes, and intuitive navigation. By prioritizing accessibility, the RDCK is committed to enhancing user experience and inclusivity, ensuring that vital information and services are accessible to everyone.

The RAAC will play a crucial role in representing the perspectives of individuals with disabilities and ensuring that their voices are heard. Further, the RDCK is seeking to establish an effective feedback mechanism for the public to share information about accessibility concerns and

barriers. This initiative aims to gather insights from community members and staff to better understand their experiences. Potential methods for feedback may include online surveys, public forums, and dedicated email or phone lines. By identifying the best approach, the RDCK hopes to encourage meaningful participation and ensure everyone's voice is heard in the efforts to improve accessibility across the region.

The RDCK is dedicated to meeting the accessibility expectations set by the province while operating within its financial and resource constraints. By prioritizing the key Focus Areas, the RDCK aims to implement effective strategies that enhance accessibility for everyone. The RDCK is committed to balancing these initiatives with its available resources, ensuring that improvements are both sustainable and impactful, fostering an inclusive environment.

## Focus Areas: The Accessibility Standards

In alignment with the BC government's Focus Areas, the RDCK's Accessibility Plan will emphasize key themes to ensure that all staff and community members can fully participate, enjoy equal opportunities, and access necessary resources. The Focus Areas are identified below:

1. **Built Environment:** Ensuring public spaces and buildings are accessible to everyone.
2. **Employment:** Promoting inclusive hiring practices and workplace accommodations.
3. **Information Technology and Communications:** Enhancing digital & non-digital accessibility to ensure everyone can access information and services.
4. **Regional Programs and Services:** Making local programs inclusive and accessible to all residents.
5. **Transportation:** Improving access to transportation options for individuals with disabilities.
6. **Procurement and Financial Services:** Ensuring that purchasing processes consider accessibility needs.

## Built Environment

Being able to physically access RDCK's built environments enhances social interaction, allowing diverse groups to engage and collaborate more effectively. Overall, an accessible built environment promotes well-being, economic growth, and a sense of belonging, benefiting the community.

Enhancing accessibility across RDCK's built environments will improve the functionality and inclusivity for all users. Recreation facilities, including community centers and sports complexes, provide spaces for fitness and social activities, while well-designed parks offer green areas for relaxation and outdoor events. Waste and recycling facilities promote sustainability and responsible waste management, contributing to a cleaner environment. Accessible RDCK offices facilitate resident engagement and service access, ensuring that community members can easily obtain information. When accessibility in built environments is prioritized, these elements cultivate a vibrant and inclusive community where everyone can participate and thrive.



## Employment

Improved accessibility in the RDCK workplace ensures that individuals with diverse needs can participate fully in the workforce, leading to increased morale, productivity, and collaboration. By accommodating everyone, the RDCK can attract a broader talent pool and reduce turnover, ultimately enhancing team dynamics and creativity. Additionally, an accessible workplace reflects a commitment to social responsibility, strengthening community trust and engagement, which in turn can lead to better service delivery and a positive organizational reputation.

Implementing diverse, equitable, inclusive, and accessible policies at the RDCK brings numerous benefits to the workplace. Such policies foster a culture of respect and belonging, which enhances employee morale and engagement. By promoting diversity, the RDCK can tap into a wider range of perspectives and ideas, driving innovation and creativity. Equitable practices ensure that all employees have equal opportunities for growth and advancement, leading to a more motivated workforce. Accessibility measures create an environment where everyone can thrive, improving productivity and reducing barriers to participation. Overall, these policies not only strengthen team cohesion but also enhance the RDCK's reputation as a progressive and responsible employer, ultimately benefiting the community it serves.



### **Information Technology and Communications**

As technology advances, there are more opportunities and ways for individuals with disabilities to obtain information and participate in community discussions. This inclusivity fosters greater participation from all community members, allowing individuals with diverse needs to engage fully with available resources. Improved digital accessibility streamlines communication, making it easier for residents to obtain information and access services efficiently. Furthermore, it can lead to increased user satisfaction and loyalty, as residents feel valued and included in the digital landscape.

It is equally important to acknowledge those who are unable to use digital platforms, as it prompts the development of alternative methods for accessing information, such as print, phone support or in-person services. This comprehensive approach not only broadens community engagement and participation but also enhances user satisfaction and trust in services.

### **Program Services**

The RDCK is committed to improving its services and programs through an ongoing effort to identify, eliminate, and prevent obstacles. The RDCK's extensive array of programs and services, ranging from but are not limited to recreation programs, emergency and fires services, waste and recycling services, and building and planning applications. This proactive approach aims to enhance accessibility and user experience by streamlining processes, ensuring clear communication, and addressing barriers that hinder participation. By actively seeking community feedback and implementing user-friendly solutions, the RDCK strives to create inclusive and efficient programs and services that better serve the diverse needs of all residents.

### **Transportation**

The RDCK and BC Transit are committed to improving the accessibility of West Kootenay and Creston Valley Transit. BC Transit is in the process of implementing a Transit Accessibility Plan provincially, which will result in improvements to local systems. The RDCK will work with BC Transit on improvements to Custom and Para Transit services ensuring our transit systems continue to lower barriers to access for residents. This includes changes to the fleet to incorporate on-board space for mobility aids, improved scheduling, convenient payment options (UMO), schedule tools (NextRide) and exploring on-demand and by request transit options where possible. By prioritizing accessible public transit services the RDCK aims to facilitate easier access to essential services and contribute to a more connected and inclusive community.



## Procurement and Financial Services

The RDCK is reviewing our procurement practices and will evaluate opportunities to improve accessibility and universal design with the aim of ensuring that all residents benefit from inclusive goods and services.

## Implementing and Monitoring

The RDCK Accessibility Plan will actively incorporate community feedback and monitoring to ensure it remains truly diverse, equitable, inclusive, and accessible. Updates will occur every three years, allowing for continuous improvement based on community input and evaluation of the plans effectiveness. This approach fosters active engagement and accountability, ensuring the needs of all residents are met in a fair and inclusive manner.

## Conclusion

In conclusion, as the RDCK moves forward with their three accessibility plans, it is committed to keeping the community informed every step of the way. Regular updates and additional information will be shared to ensure transparency and engagement. The RDCK values feedback and collaboration as it strives to create a more accessible and inclusive environment for all.

### For more information contact:

Angela Lund,  
Deputy Corporate Officer  
Phone: 250.352.8160  
Email: [alund@rdck.bc.ca](mailto:alund@rdck.bc.ca)

Visit the RDCK website: [rdck.ca/RAAC](http://rdck.ca/RAAC)



# Submission 214

Amy Blatz

Submitter

Amy Blatz

Submission Date

Sep 19, 2024 2:57 PM

Date of Application:

Sep 16, 2024

Which Recreation Commission are you applying to for Financial Aid:

Recreation Commission No. 4 - Area K & Village of Nakusp

Are you applying for Financial Aid on behalf of an organisation/society?

Arrow Lakes Gymnastics Club

Contact Name:

Amy Blatz

Contact Phone Number:

[REDACTED]

Mailing Address:

[REDACTED]  
[REDACTED]

Contact Email:

[arrowlakesgymnastics@gmail.com](mailto:arrowlakesgymnastics@gmail.com)

Project Title:

Gymnastics Equipment

Project Type:

Capital Project

New or Continuing Project:

New

Amount of Financial Aid Requested (Capital):

9000

Project Start Date:

Jan 6, 2025

Project End Date:

Mar 12, 2025

Estimated Number of Participants:	> 50
Will there be a Membership or Admission Fee?	Yes
If you answered 'Yes' to the above question, how much will the Membership or Admission Fee be?	120
Brief Description of Project:	<p>The Arrow Lakes Gymnastics Club is a volunteer run not for profit organization providing Gymnastic BC recreation and relating programming for the residents of Nakusp &amp; Surrounding Areas. We are seeking funds to help purchase new mats (floor mats, landing mats, crash mats &amp; skill development blocks) so we can deliver our programs as early as January 2025. The home of the Club will be once again at the Nakusp &amp; District Sports Centres Auditorium space which is currently under utilized. we've completed a preliminary intent to register form and expect to have over 110 children travelling from as far as Edgewood, Trout Lake and Silverton to participate. Our unique and professional programming is for children aged 2-12 as well as we hope to have a teen/ adult program. We offer two seasonal 10 week sessions in fall and winter year after year.</p>
Project Location:	Nakusp & District Sports Centre Auditorium
Please provide a brief bio/credentials of the main project leader(s):	<p>Amy Blatz- President, Founder &amp; Project Leader</p> <p>Permanent resident of Nakusp with young children who would like to create opportunities for youth &amp; families. She holds a diploma in Community Development/ Community Economic Development with lots of project management, grant writing, community engagement and facilitation skills. Amy is also professionally trained in massage therapy, holds credentials as a yoga teacher and is passionate about health and wellness.</p> <p>Amy Blatz is a volunteer on the Villages Recreation Committee which has formed to create ideas on how to improve and increase the usage of the sports district centre.</p>
What is the purpose and goal(s) of the project?	<p>With our fundraising, sponsorship and grant writing plans we hope to raise enough capital to purchase the equipment needed to facilitate our programs this January 2025. With the newly acquired assets the Club will be able to offer amazing and professional Gymnastics BC programs for the residents of the area year after year.</p>
How does this support and help to develop the local economy or add value to the community?	<p>A big factor in being able to attract young families to an area depends on the opportunities available for their children. The ALGC is creating opportunity and is responding to a need for providing interesting and unique after school programming for youth. As ALGC programming takes place during the cold and dark months it gives an even more special opportunity for children to gather, learn, play, be active and develop in a fun setting- One way to beat the winter time blues. If families aren't into hockey our winter sports there really isn't much to do in the winter time. ALGC is filling a gap. Our preliminary intent to register demonstrates community interest and demand. The Club also brings new life into the currently under utilized sports centre as the auditorium space will be used once again as the home of the Arrow Lakes Gymnastics Club.</p> <p>As a Club we value: FUN, Inclusivity, Affordability, Physical Literacy, Professional Excellence and Community Connection. Aside from offering quality programming, the Club believes in taking an active role in the community by being a visible and positive presence. This is proven through offering unique experiences which double as fundraising opportunities for the Club. This includes our annual Family Fun Halloween Dinner &amp; Dance, winter time movie series and hopefully soon to be summer gymnastic camp offerings.</p>



The Club is also providing unique work opportunities for members interested in joining our coaching program. This year the Club will train 9 community members through the Gymnastics BC Coaching program. We'll be providing unique and fun job opportunities for three junior high school coaches this year. We provide high pay starting at \$20-\$40 an hour depending on experience and certification. We believe in fostering and are invested the enhancement of our coaches in order to deliver high quality programming.

Does this project compete with already established groups or businesses?

No

Will this proposed activity/project be advertised and if so, how?

Yes- The club has a website and is active on social media channels including FB & Instagram.

How will support from the Recreation Commission be recognised?

The Rec Commission will be recognized as a Community Supporter on our Community Supporter website page. Shout outs will also be given on our social media platforms. Rec contributions will also be recognized on our Club banner which will be on display at all practices & events.

Do you have a partner for this project?

Yes

If you selected 'Yes' or 'Other', please provide further details:

We have many partners- ALGC is part of Gymnastics BC which is a provincial leader in the delivery of quality foundational and high performance programs and services that foster lifelong sport participation.

We have many community partners who have come forward through our sponsorship program. We've been humbled by the community support and have managed to raise over \$10,000 in sponsorships. We've also partnered with the Nakusp & Area Community Foundation who have awarded us a \$2,500 grant. We've partnered with the Village of Nakusp who has been very supportive and encouraging of our efforts.

Of course our partners are the parents and children of the community who are interested in our programs.

Have you accessed other funds for this project?

\$2,500 Nakusp & Area Community Foundation- Grant awarded to train coaches and develop ALGC programs  
 \$2,500 Kootenay Savings Credit Union- Pending Grant submitted to train 4 additional coaches through Gymnastic BC  
 \$5,000 NACFOR- Pending Grant submitted to purchase equipment  
 \$9,000 Village of Nakusp Community Development August Intake Program- Pending Grant for equipment  
 \$10,000+ Community Sponsorship Program  
 \$285 Fundraising Efforts with more fundraising events planned this fall/winter (Community Bottle Drive, Family Halloween Dinner & Dance, Holiday Cookie Dough, Winter Movie Series)

REVENUE:

	Budget	Description
Recreation Grant Funds	9000	landing & crash mats (Pending)
Donations	11,110	Sponsorship Program
Organisation's Contributions		
Incoming Revenues	12000	Registration Fees 2024/2025 (guestimation for min 100 children @ \$120 per person)
Fundraising	2000	Fundraising Efforts
Other Grants	9000	Village CD Grant Program (Pending)
Other	5000	Equipment NACFOR

	Budget	Description
Other	2500	Coach Training & Program Dev. from Community Foundation
Other	2500	Coach training (Pending)
Other		
Other		
<b>TOTAL REVENUE</b>	<b>53,100</b>	

**EXPENDITURES:**

	Budget	Description
Professional Fees/Honoraria	8,000	coach wages 2024/2025
Office Expenses*	100	
Facility Rentals	1000	auditorium rental
Equipment/Supplies	35,000	
Advertising/Marketing	300	
Other*	3500	professional development
Other*	1500	program development
Other*	600	association fees
Other*	800	Insurance
Other*	150	Start Up costs/ Society registration
<b>TOTAL EXPENDITURES</b>	<b>50,950</b>	
<b>TOTAL REVENUE - EXPENDITURES</b>	<b>\$2,150</b>	

1. List of Executive Officers for your Organisation/Society, if applicable.



**List of Directors.docx**  
7.44 KB

2. Copy of your Organisation/Society's AGM minutes, if applicable.



**AGM Fiscal year end May 31.pdf**  
21.73 KB

3. Copy of your Organisation/Society's latest fiscal financial statement, if applicable.



**Projection Income Statement 2024\_2025.pdf**  
52.71 KB

4. Copy of your Organisation/Society's Five (5) Year Financial Plan, if applicable.



**5 year financial plan.pdf**  
741.1 KB

5. List of other sources and amounts of funding, if applicable.



**Grant Writing Plan.pdf**  
29.64 KB

6. Copy of one or more quotes for the project if you are hiring a contractor.



**D10288-Quote-Sports Direct.pdf**  
638.09 KB



**Pro-Forma-Invoice-90002\_2.pdf**  
43.12 KB

7. List of other organisations or businesses that support your idea, and attach any letters of support.



**ASLCS Letter of Support.pdf**  
52.2 KB



**Nakusp & Area Youth Society.pdf**  
42.13 KB



**Nakusp Elementary letter of support.pdf**  
52.24 KB



**Nakusp childcare society.pdf**  
33.84 KB



**Sarah Gilham Letter of Support.pdf**  
37.83 KB



**Village of Nakusp.pdf**  
154.95 KB

8. Any additional information in support of the application.



**Sponsors.pdf**  
56.25 KB

I Acknowledge That:

I have read, understood the above and consent to the information herein provided.

Authorised Signature:

A handwritten signature in black ink, appearing to read 'Amy Blatz', written in a cursive style.

Date Signed:

Sep 16, 2024

Full Name:

Amy Blatz

Get Page URL

<https://rdck.jotform.com/draft/0191fe70b8637dd7859a8330362a4067b537>

Email

[recreationgrants@rdck.bc.ca](mailto:recreationgrants@rdck.bc.ca)

## List of Directors Arrow Lakes Gymnastics Club

<b>Director Name</b>	<b>Position</b>	<b>Email</b>
Amy Blatz	President	amymblatz@gmail.com
Richelle Johnston	Vice President	richelleajohnston@gmail.com
Kristy Sinclair	Secretary	kristy-sinclair@hotmail.com
Amanda Kao	Treasurer	amandaormiston1983@gmail.com
Terri Bland	Director	terrimaclean999@hotmail.com
Heidi Hebb	Director	heidi.hebb@gmail.com
Sarah Gilham	Director	sarah.gilham2@gmail.com
Aisha Mulhall	Director	aishamulhall@gmail.com

The Arrow Lakes Gymnastics Club is in their first year of operation. Our first AGM will be held in September 2025.

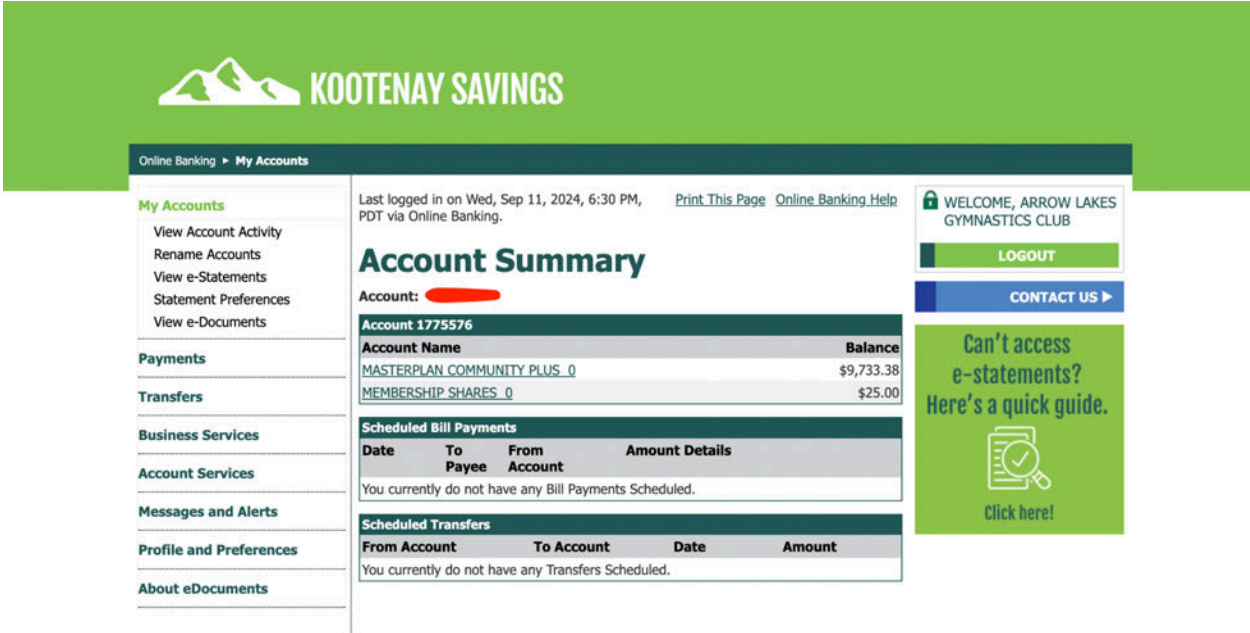
Thank you

Arrow Lakes Gymnastics Club  
 Fiscal Year May 31, 2024- May 31, 2025  
 Projection Income Statement

Operating Income		
Program Fees (100 x \$120)		\$12,000
Winter Session January 2025		
Non Operating or Other Interest Revenues		
Grants		\$28,000
Sponsorship		\$11,100
Fundraising		<u>\$2,000</u>
Total Revenue		<b>\$53,100</b>
Operating Expenses		
Wages	\$8,000	
Rent	\$1000	
Office Supplies Expense	\$100	
Association Fees	\$600	
Insurance	\$800	
Non Operating Expenses		
Training/ Professional Development	\$5,000	
Equipment	<u>\$35,000</u>	
Total Expenses	<b>(\$50,500)</b>	
 <b>Net Income</b>		 <b><u>\$2,600</u></b>

Creating a 5-year financial plan for the Arrow Lakes Gymnastics Club involves outlining goals, projecting income and expenses, and identifying strategies to achieve financial stability and growth. Here’s a structured approach to help guide the process:

### 1. Assess Current Financial Situation



#### Club Assets

- **Review Current Financial Statements: \$9,733.38**
- **Identify Assets and Liabilities:** The club has inherited some of the old equipment which belonged to the Club in previous years this includes: Uneven bars (valued \$8,000 USD, beam (valued \$5,000 USD), vault (valued \$5,000USD). **Total Assets \$13,000**
- **Evaluate Revenue Streams:** Member fees, sponsors, fundraising & grants

### 2. Set Financial Goals

#### Short-term Goals (1-2 Years):

- **Increase Membership:** Aim for a 10-15% increase in membership over the next year by adding additional classes and alternative programming: intermediate, aerial silks
- **Improve Cash Flow:** Build a reserve of \$3000 to be in the bank at all times.
- **Upgrade Equipment:** Allocate funds for upgrading or replacing outdated gymnastics equipment.



### Medium-term Goals (3-4 Years):

- **Expand Programs:** Introduce new classes or programs based on community interest and demand. I.e Aerial silks, competitive classes
- **Diversify Income:** Develop new revenue streams, such as merchandise sales or a spring/summer camp.

### Long-term Goals (5 Years):

- **Financial Stability:** Achieve a surplus budget and establish a sustainable financial model.
- **Community Engagement:** Become a central hub for gymnastics in the community with strong partnerships and increased visibility.

## 3. Project Income and Expenses

### Income Projections:

- **Membership Fees:** We've completed a preliminary intent to register form and expect to have over 110 children participating in our program. As a Club we value affordability and plan to keep membership fees as affordable as possible for the community. We have yet to determine the fee for our programs as we are still working through the logistics of planning but let's say we have 100 children, membership fees are \$120 per 10 week session. Annually we have two sessions per year in fall & winter so the club would be looking at grossing **\$24,000.00 per year**.
- **Fundraising Events:** Annual fundraising events include: Canada Day popcorn & lemonade sale, bottle drive, Halloween family dinner & dance, holiday cookie dough fundraiser & winter movie series which will bring in conservatively **\$2,000 per year**.
- **Grants and Donations:** Our first year we have given a lot of focus and effort to grants & donations as we are getting the Club up and running. We need to acquire the equipment to facilitate the program valued at \$35,000.00 which is our fundraising goal. We've launched a community **sponsorship program** and the response has been very well received raising over **\$10,000.00 this year**. These efforts will not be required year after year- however if we need to draw on grants we know there are a lot of resources in the community as well as the community is very supportive of the Club. Grants for equipment: \$5,000 NACFOR, \$9,000 Village of Nakusp CD grant program, \$9,000 RDCK Rec 4. **Total grants for equipment \$23,000**. Grants for training: \$2,500 Village of Nakusp & Area Community Foundation, \$2,500 Kootenay Savings Community Foundation. **Total grants for training \$5,000**.

### Expense Projections:

- **Operating Costs:** Include rent \$2,000 annually, staff salaries \$9,600, insurance \$800, and association fees \$600. **Total operating costs: (\$2,560)**
- **Program Costs: \$35,000.00 for equipment** including: floor mats, landing mats, crash mats, skill development blocks, springboard, etc. **\$5,000 for coach training**
- **Marketing and Outreach:** Allocate funds for promotional activities and community engagement- volunteered by board member

#### 4. Develop Strategies for Growth and Stability

##### Revenue Enhancement:

- **Membership Drives:** Implement promotional discounts to make costs more affordable for families.
- **Sponsorships:** Partner with local businesses for sponsorships and advertising opportunities. This would include sponsoring a child or specific event in future years as opposed to an at large general sponsorship campaign which was completed in year 1.
- **Grant Applications:** Regularly apply for relevant grants and funding opportunities as needed. Continual professional development will be kept at the forefront.

##### Cost Management:

- **Monitor Expenses:** Regularly review and adjust the budget to avoid overspending.
- **Volunteer Support:** Leverage volunteers for events and administrative tasks.

##### Financial Management:

- **Regular Monitoring:** Conduct quarterly reviews of financial statements and compare against the budget.
- **Adjust Plans:** Be flexible and adjust strategies based on financial performance and changing circumstances.
- **Invest Wisely:** Use surplus funds to invest in growth opportunities or savings accounts with favorable interest rates.

#### 5. Review and Adjust the Plan

- **Annual Review:** Assess progress towards goals annually and make necessary adjustments.
- **Stakeholder Feedback:** Seek input from members, staff, and the community to refine strategies and goals.
- **Adjust for Changes:** Be prepared to adapt the plan based on unforeseen challenges or opportunities.

#### 6. Implementation Timeline

**Year 1:**

- Establish board of Directors & set up the club by registering for non profit status
- Register with gymnastics BC
- Start identifying potential grants and sponsorship opportunities.
- Focus on fundraising for coach training & equipment (grants, sponsorship fundraising events)
- Plan and execute funding strategies
- Train roster of coaches with Gymnastics BC
- Develop program, location, time & dates
- Launch first winter session January 2025
- AGM spring 2025

**Year 2:**

- Implement new marketing strategies to boost visibility and attract members & new board members
- Host major fundraising events: Canada Day, Bottle Drive, Family Halloween Dinner & Dance, Holiday Cookie Dough, Winter Movie Series
- Coach professional development
- Fall & Winter sessions at Nakusp Auditorium
- Spring AGM

**Year 3:**

- Introduce new programs or classes. (Aerial silks, intermediate class, competitive)
- Annual fundraising
- Coach professional development
- Equipment upgrades
- Grant writing
- Launch merchandise sales and other new revenue streams- (summer camps)
- Fall & Winter Programming

**Year 4:**

- Evaluate the impact of new programs and facility improvements
- Continue expanding community outreach and partnerships
- Annual fundraising
- Professional development & capacity building
- Fall & Winter Programming

**Year 5:**

- Assess overall financial health and sustainability.
- Review progress towards long-term goals and adjust as needed.
- Annual fundraising
- Regular programming

By following this structured approach, the Arrow Lakes Gymnastics Club can work towards achieving its financial goals, ensuring stability, and fostering growth over the next five years.

**Arrow Lakes Gymnastics Club**  
Grant Writing Plan 2024/2025

Grant Program	Amount	What For	Confirmed/ Pending
Nakusp & Community Foundation	\$2,500	Coach Training with Gymnastics BC & Program Development	Confirmed
Kootenay Savings Credit Union	\$2500	Additional Coach training with GYM BC & First Aid & CPR training	Pending
NACFOR	\$5,000	Equipment	Confirmed
Village of Nakusp Community Development Grant	\$9,000	Floor Mats	Pending
RDCK Rec 4	\$9,000	Crash & Landing Mats	Pending

# Soumission

Soumission No. #D10288

Date de soumission September 19, 2024

Acheminement par To be confirmed on spot


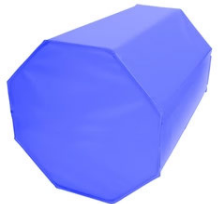






# SPORT DIRECT.CA

## Facturé à

Amy Blatz  
Arrow Lakes Gymnastics Club  
200 8th Ave NW  
Nakusp, BC VoG 1R0  
[REDACTED]

## Livré à

Amy Blatz  
Arrow Lakes Gymnastics Club  
200 8th Ave NW  
Nakusp, BC VoG 1R0  
[REDACTED]

Description de produit	Qté	Prix	Produit Total
 <p><b>Matelas de chute - 24" / 6' x 12' / Bleu</b> SLM-60-6x12x24 B</p>	<b>x 1</b>	\$2,999.95	\$2,999.95
 <p><b>Matelas de Mousse Octogonal - 24" x 36" / Bleu</b> 63-1  16068743</p>	<b>x 2</b>	<del>\$450.00</del> \$395.00	\$790.00
 <p><b>Boite de saut trapèze - 4 sections / Haute densité</b> VB-245  63912583</p>	<b>x 1</b>	\$1,499.95	\$1,499.95
 <p><b>Tremplin de gymnastique gymnova</b> 2150</p>	<b>x 1</b>	\$1,239.95	\$1,239.95
 <p><b>Barre horizontale ajustable de gymnastique</b> FLD-GYMB-PINK  46633296</p>	<b>x 1</b>	\$429.00	\$429.00



**Bloc de mousse - Bleu**  
SB-310

**\* 2**

\$479.95

\$959.90



**Matelas de chute pliant - 12" / 6' x 12' / Bleu**  
FCM-60-6x12x12 B

**\* 6**

\$1,989.95

\$11,939.70



**Matelas de chute - 20" / 4' x 8' / Bleu**  
SLM-60-4x8x20 B

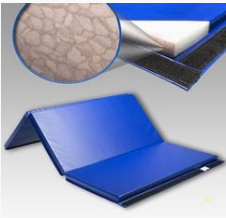


33079495

**\* 2**

\$1,199.95

\$2,399.90



**Matelas de sol ferme de couleur - 4 x 8 / Bleu**  
18V4-BLUE-4X8X1-38



16048839

**\* 30**

\$309.95

\$9,298.50

<b>Discounts</b>	-\$3,155.68
<b>Sous-total</b>	\$28,401.17
<b>Livraison</b>	\$3,500.00
<b>Total excl. Taxes</b>	\$31,901.17
<b>GST (5.0%)</b>	\$1,595.08
<b>Total</b>	<b>\$33,496.25</b>

**Merci pour votre support et à bientôt!**

Si vous avez des questions, svp nous contacter dès que possible avec les informations ci-bas

**Sportdirect**

110-360 RUE SAINT-LOUIS, SAINT-JEAN-SUR-RICHELIEU, QC J3B 1Y4

P: 1-800-397-2795 / F: 1-866-895-2761

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Suivez-nous sur:

[sportdirect.ca](http://sportdirect.ca)



# PRO FORMA INVOICE

PRO FORMA INVOICE:  
90002

ISSUE DATE:  
Sept. 17, 2024

DUE DATE:  
Nov. 16, 2024

Canada Mats  
6943 Antrim Avenue  
Burnaby BC V5J 4M5  
GST/HST Number: 832599278 RT 0001



**CUSTOMER**  
Amy Blatz  
Arrow Lakes Gymnastics  
208th avenue Northwest  
Nakusp BC V0G 1R1  
Email: arrowlakesgymnastics@gmail.com

Item	Description	Quantity	Unit Price	Tax	Total
2" Cross Link Foam Mats	Royal Blue / 4' x 8' / V4 - SKU: SM2-48-V4-RB	30	305.00	12%	\$9,150.00
Competition Landing Mats	7.5' x 15.5' x 12cm / Blue / Bi-Folding - SKU: LM45-12715-BF-BL	4	2,183.00	12%	\$8,732.00
Safety Cushions	Royal Blue / 6' x 12' x 24" - SKU: SC-SC40462-RB	1	2,800.00	12%	\$2,800.00
Competition Landing Mats	6' x 12' x 20cm / Blue / Bi-Folding - SKU: LM452-20612-BF-BL	2	2,048.00	12%	\$4,096.00
Incline Mats	48" x 72" x 16" / No / Blue/Yellow - SKU: IW5-487216-N-BL-YL	2	1,176.99	12%	\$2,353.98
Trapezoids	36" x 48" x 48" Red/Yellow/Blue/Green - SKU: TR5-VB53648	1	2,489.99	12%	\$2,489.99
Safety Cushions	Royal Blue / 5' x 10' x 10" - SKU: SC-SC34050-RB	1	1,215.00	12%	\$1,215.00
Logs	24" DIAM x 48" L - SKU: LG5-2448	1	873.99	12%	\$873.99
Spotting Block	Blue / 24" x 48" x 36" - SKU: SB424-4836-BL	2	1,444.99	12%	\$2,889.98

<b>SUBTOTAL:</b>	<b>\$34,600.94</b>
<b>DISCOUNT 10.00%:</b>	<b>-\$3,460.09</b>
<b>TOTAL EXCL. TAX:</b>	<b>\$31,140.85</b>
<b>TAX (BC TAX) 12%:</b>	<b>\$3,736.91</b>
<b>TOTAL INCL. TAX:</b>	<b>\$34,877.76</b>



DUE DATE:

**Nov. 16, 2024**

AMOUNT DUE:

**\$34,877.76**

This is not a tax invoice. Tax amounts are for informational purposes only.

[Pay Now](#)

**PAYMENT METHOD**  
Payment in Advance



PO Box 100, 205 – 6<sup>th</sup> Ave NW  
Nakusp, British Columbia V0G 1R0

Phone: 250-265-3674 | Fax: 250-265-3378

Village of Nakusp  
PO Box 280  
Nakusp BC  
V0G 1R0

28 March 2024

To whom it may concern:

I am writing on behalf of Arrow and Slokan Lakes Community Services (ASLCS) to express our support for the introduction of gymnastic programming and equipment for our community.

ASLCS is a nonprofit charity delivering over 20 social service programs and services. Our Vision: Advocating for vibrant, thriving and supportive communities. Our Mission: Working together with our communities to provide innovative services and solutions. We are dedicated to collaborating with community organizations, service providers, residents, businesses and government to improve the overall well-being of our communities.

As an organization committed to community wellbeing, we understand the value that gymnastics and recreational activities bring to individuals of all ages, extending far beyond the realm of sport, encompassing physical, mental, and social well-being. Furthermore, investing in recreational facilities and activities within our sports complex enhances the overall quality of life for residents, particularly during the long, dark winter months characteristic of our area.

In conclusion, we urge you to consider the value that gymnastic programming and recreational investments can bring to our small rural community. By prioritizing the well-being of our residents, we invest in the present, strengthen the fabric of our community as a whole and lay the groundwork for a vibrant and thriving future.

Sincerely,  
  
Tim Payne MS

Executive Director

Arrow and Slokan Lakes Community Services (ASLCS)

Halcyon Assisted Living Society (HALS)

Direct: 250-265-3674 ext. 210

Fax: 250-265-3378 Cell: 250-265-1187

email: tim.payne@aslcs.co

Nakusp and Area Youth Society  
611 Broadway St.  
Nakusp, BC  
V0G 1R0



April 15, 2024

RE: Arrow Lakes Gymnastics Club Letter of Support

To whom it may concern,

The Nakusp and Area Youth Society wholeheartedly supports the Arrow Lakes Gymnastics Club and their efforts in grant writing so that they can purchase equipment and train coaches to offer a safe and fun recreational program for the community. The gymnastics program was once a well loved and attended recreational activity and it would be fantastic to see it being offered again!

This program will not only provide a recreational activity for youth in the Arrow Lakes Valley, but will increase usage of the Village of Nakusp recreational facilities (Nakusp and District Sports Complex) which has historically been underutilized in the community.

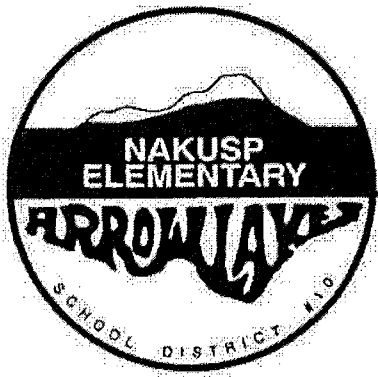
A gymnastics program in the Arrow Lakes Valley will engage a broad age range of children and youth, provide a social, emotional and recreationally beneficial activity to them, and expose youth to a unique and fun activity.

Thank you for your consideration of this program, your support is appreciated.

Sincerely,

Skye Cunningham  
Nakusp and Area Youth Network Coordinator  
Nakusp and Area Youth Society  
[coordinator@nays.ca](mailto:coordinator@nays.ca)

[www.nays.ca](http://www.nays.ca)



NAKUSP ELEMENTARY SCHOOL  
School District No. 10 (Arrow Lakes)

Box 250, Nakusp BC, V0G 1R0  
Telephone: 250-265-3638 Opt: 4  
Facsimile: 250-265-3081

Feb 27, 2024

To Whom It May Concern:

Please accept this letter of support for Amy Blatz as she pursues the development of a gymnastics club in Nakusp. As principal of Nakusp Elementary, I have received plenty of feedback from community members looking for after school activities for students. While NES offers some after school clubs, one area we have not been able to fulfil is the demand for gymnastics due to a shortage of qualified gymnastics coaches.

The demand for this type of activity is clear. Amy has put herself forward to work with families of toddlers and has begun a drop-in activity group and this has been well attended. Amy has put out a community request for interest and the results were emphatically in support.

I believe Amy is a strong candidate to train and deliver services to community youth. She has shown a commitment to the program she has started so far. She has also expressed a willingness to pursue the training that is essential to deliver a gymnastics program safely and effectively. Amy has children of an age where they will be taking part in this service, and this will contribute to the program's long term success.

I strongly support Amy's pursuit of any support she can gather to train and then share her skills with the youth in our community. I can see from the information she has put together to support her program that she is looking for funds for training, equipment, and insurance. All these components are required for delivering a program of this type which our community will undoubtedly benefit from. I encourage you to consider her application for funding support.

Best regards,

Mike Hibberson  
Principal of Nakusp Elementary School  
[Mike.hibberson@sd10.bc.ca](mailto:Mike.hibberson@sd10.bc.ca)  
250 805 3807

**Nakusp Childcare Society**  
**Stepping Stones Children's Centre**

Box 285 Nakusp, BC V0G 1R0  
Canada

Phone 250-265-4666 Fax 250-265-4737

Email [nccs@nakusp.net](mailto:nccs@nakusp.net)

Website: [nakuspchildcare.ca](http://nakuspchildcare.ca)



April 16, 2024

To Whom it may concern,

We wholeheartedly support the Arrow Lakes Gymnastics Club and their efforts in grant writing so that they can purchase equipment and train coaches to offer a safe and fun recreational program for the community. The gymnastics program was once a well loved and attended recreational activity and it would be fantastic to see it being offered again!

Sincerely,

A handwritten signature in black ink, appearing to read "Nancy Bone", is written over a faint, larger version of the same signature.

Nancy Bone  
Nakusp Childcare Society

Feb 29<sup>th</sup>, 2024

To Whom It May Concern,

My name is Sarah Gilham and I am writing this letter to show my support and enthusiasm for a gymnastics program in Nakusp spearheaded by Amy Blatz. Thanks to Amy's community outreach, we know that there is an outstanding demand for a gymnastics program within this community. One of the limitations of creating such a program would be the availability of qualified coaches.

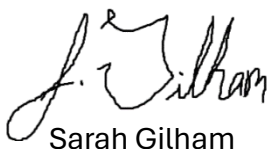
Currently, I am a Level 2 NCAA certified gymnastics coach with almost 10-years of experience. During my coaching career, I've coached all ages of athletes as well as designed pre-school and beginner programs at various gymnastics clubs across the country. I've also coached high-level competitive gymnasts competing provincially and across Canada. Later in my coaching career, I trained new coaches and worked alongside others to design and facilitate coaching workshops.

I'm very excited about the possibility of a gymnastics club in Nakusp as I've seen first-hand how beneficial this sport is. Gymnastics provides kids with crucial athletic fundamentals and increases all-around physical literacy. These skills promote not only active kids, but life-long active lifestyles. I'm beyond willing and able to coach gymnastics in Nakusp as well as train and support new coaches.

I believe with Amy's leadership along with my coaching and program-design experience we have the skills necessary to build a gymnastics club in Nakusp. I'm confident that we can build a team of coaches that will create a safe, inclusive, and fun environment for our athletes.

Please accept this letter as proof of the resources available within our community to build a successful gymnastics program. I strongly encourage you to consider Amy's application for funding and support. Please feel free to contact me if you have any questions.

Sincerely,



Sarah Gilham





March 13, 2024

Amy Blatz  
amymblatz@gmail.com

To Amy,

**Re: Arrow Lakes Gymnastic Club**

---

This letter of support is to accompany Recreation Society Nakusp grant applications on behalf of the Arrow Lakes Gymnastic Club.

The Village of Nakusp is excited that a gymnastics club is being started at the REC Complex and, and hope that the Recreation Commission No. 4 will consider Amy Blatz's application for funding.

If you have any questions or concerns, please contact me at your earliest convenience at 250-265-3689 or by email [cao@nakusp.com](mailto:cao@nakusp.com).

With best regards,

Wayne Robinson  
Chief Administrative Officer

Arrow Lakes Gymnastics Club  
2024/2025 Sponsor List

***Entry into our sponsorship program ends September 30, 2024.***

Platinum Sponsors (\$1000)

- Royal Lepage
- Nakusp Auto Parts (NAPA)- confirmed/ not yet received
- Madden Timber
- Anonymous Community Donor- confirmed/ not yet received

Gold Sponsors (\$500)

- Cedar Shack Farms
- Home Hardware Building Centre
- Peach Door Counseling
- Box Lake Lumber
- Arrow Lakes Electric
- GK Marketing
- Cabin Resource Management
- Saddle Mountain Medical Clinic
- Mountain Top Coffee Shop
- Nakusp Pharmasave
- Galena Bay Contractors
- 

Silver Sponsors (\$300)

- Chris Johnstons Lawyers
- Bon Marche/ Dollar Store
- Crescent Bay Construction
  
- Nakusp Glass (\$250)

Bronze (\$150)

- Pawsitivity
- Bush Berry
- Mindful Balance Yoga

**Total \$11,100**



September 25, 2024

RD Chair, CAO, Manager of Corporate Administration  
Regional District of Central Kootenay  
202 Lakeside Drive  
Nelson, BC V1L 5R4

Dear Aimee, Stuart, and Mike;

**Subject: ETSI-BC Regional Advisory Committee matters**

Given that your RAC appointees are now approaching the end of their 2-year terms, we are getting in touch with all Regional Districts in our service area with some updates and a re-appointment request.

**1. Updates for the Regional District of Central Kootenay**

**a) ETSI-BC Funding to the Regional District of Central Kootenay**

We're delighted to share a summary of the funding we've provided to communities in your Regional District during our last 3-year Strategic Plan period, which spanned FY2022 to FY2024. During this plan period, we provided \$8 million in total funding, on projects worth more than \$17 million that created helped create or maintain 18K jobs. Please see Att. 1 for details on your RD.

Many thanks to the 30 Regional Advisory Committee (RAC) members from the Thompson-Okanagan and the Columbia-Kootenay regions, for reviewing the scored application summaries and recommending these projects for funding. Thanks as well to the 13 ETSI-BC Board members (included 8 RAC-appointed Board members) for their role in approving the scoring rubric and the grant allocations to ensure that all recommended projects received funding these past 3 years.

Our Fall Funding Intake is now open, until October 10, 2024. [Click here to read more.](#)

**b) RAC Terms of Reference Changes**

Since we were last in touch, the RACs approved revisions to their Terms of Reference to reflect the new provincial electoral districts and ensure representation by MLAs from all political parties elected in each region. [Click here](#) to read the updated CK-RAC Terms of Reference.

**2. Request for RAC Re-Appointments**

We also wanted to remind you that the current appointments for RAC Members and Alternates expire at the end of this year. As such, we hope you can assist us with the following:

**a) Confirm re-appointment of RAC Members for the remainder of their term of elected office**

The members of the CK-RAC appointed by your Regional District are below. According to our Act, RAC members are appointed by their respective Regional Districts for a term of 2 years. Their current term on the RAC expires on December 31, 2024.

Wherever possible, we are hoping you can reappoint your current members for another 2-year term ending December 2026 (or whenever their term of elected office ends). Please confirm the reappointment to us by December 1, 2024.

Current RAC Members from the Regional District Central Kootenay are Diana Lockwood (CK-RAC Chair), Jessica Lunn, Walter Popoff. We understand Walter has requested not to be re-appointed.

As you consider any new appointments, please note the following criteria:

- RAC members must be local government elected officials, so they can be mayors, RD Directors or Councilors from one of the municipalities in your Regional District.
- Our RAC Terms of Reference do not require that only members of a Regional District Board be appointed to the RAC.
- An interest and some understanding of economic development is preferred.

#### **b) Confirm Re-Appointment of Alternate RAC member**

The ETSI-BC Regional Advisory Committees chose to authorize the appointment of one Alternate per Regional District, as per item 1.b) in their Terms of Reference. Alternates help assure quorum at the semi-annual RAC meetings. This ensures that your communities receive their funding approvals in a timely manner after each Funding Intake.

Please confirm the appointment/re-appointment of your RD's alternate member by December 1, 2024. Note that the same criteria listed in section 2a) above apply to Alternates. The current Alternate RAC member for Regional District Central Kootenay is Aiden McLaren-Caux.

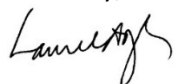
### **3. RAC Meeting Dates for 2024 and 2025**

Our semi-annual RAC meetings will be held by Zoom on:

- Friday November 29, 2024 from 2-3 pm Pacific time (Outlook invite sent to current members)
- Friday, June 13, 2025 from 2-3 pm Pacific time.
- Friday, November 28, 2025 from 2-3 pm Pacific time.

Thanks in advance for your help re-appointing RAC members and for your attention to these items. We look forward to working with you to help facilitate your Regional District's RAC involvement in the important funding activities we carry out in support of economic development in our region. If you want to learn more about ETSI-BC and our support for economic development in the Southern Interior of BC, please check out our most recent [Annual Report](#). Please reach out if you have any questions or comments.

Sincerely,



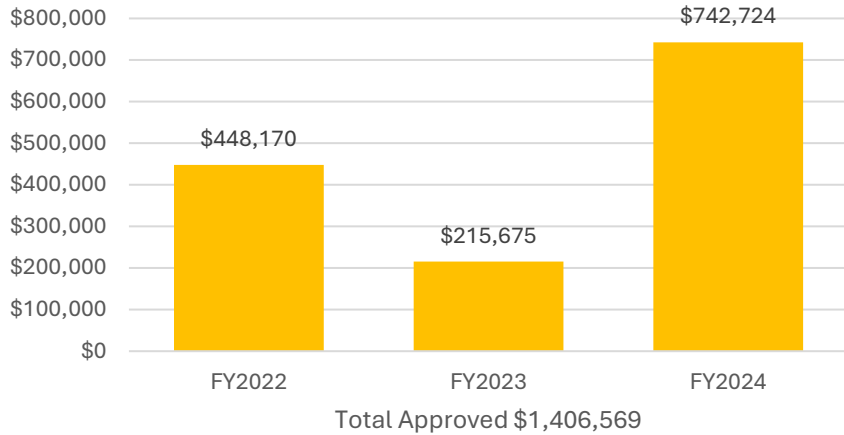
Laurel Douglas

CC: Diana Lockwood, Chair, ETSI-BC Columbia-Kootenay Regional Advisory Committee  
Paul Donald, ETSI-BC Board Chair

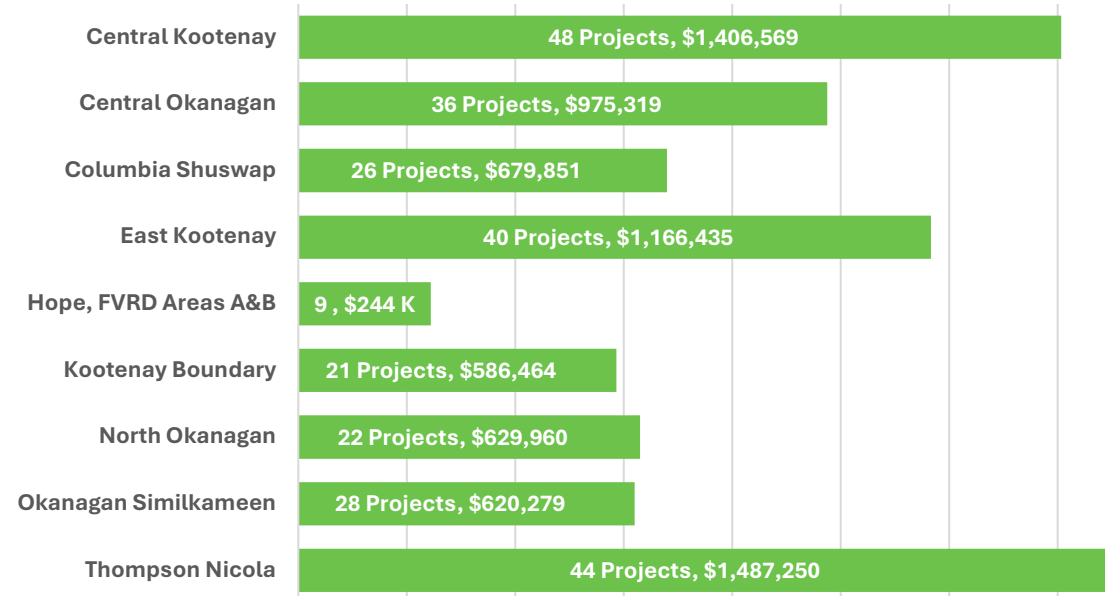
Encl. (1)

# Attachment 1: ETSI-BC FUNDING FY2022-24

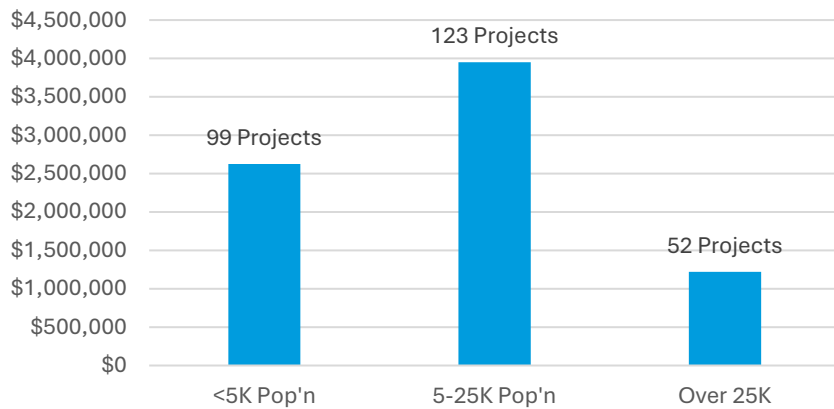
### ETSI-BC Funding in the RDCK



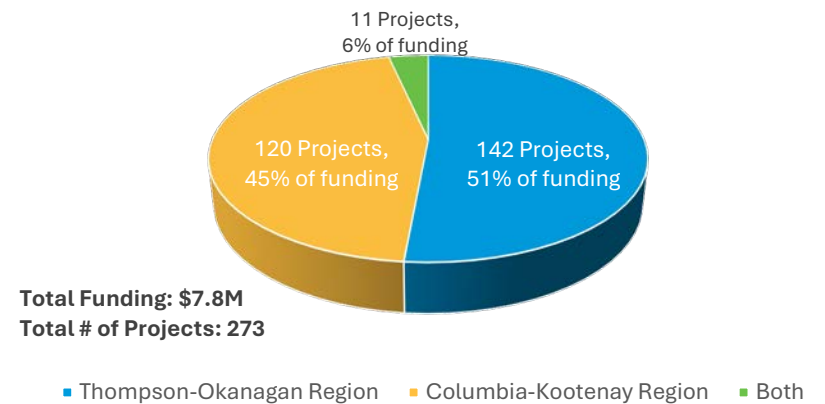
### ETSI-BC Funding by Regional District



### Projects Funded by Community Size



### ETSI-BC Funding by RAC Region 2021-2024



## Regional District of Central Kootenay Projects funded by ETSI-BC

Fiscal	Organization Name	Project Name	Funding Approved	Community
2024	Arrow and Slocan Lake Community Services	ASLCS Medical Bus Expansion	\$47,974	Nakusp
2024	Basin Food (Columbia Basin Trust)	Basin Food Expo 2023	\$1,000	Creston
2024	Castlegar & District Chamber of Commerce	West Kootenay Regional Shuttle Feasibility Study	\$25,000	Castlegar
2022	Castlegar and District Chamber of Commerce	Castlegar and District COVID-19 Business Recovery Advisor	\$37,500	Castlegar
2023	Castlegar and District Chamber of Commerce	Castlegar and District Business Retention and Expansion Data Collection and Implementation Project	\$30,000	Castlegar
2023	Castlegar and District Chamber of Commerce	Castlegar and District COVID-19 Business Recovery Advisor	\$30,150	Castlegar
2024	Castlegar and District Chamber of Commerce	EDPN	\$15,000	Castlegar
2024	Castlegar and District Chamber of Commerce	Castlegar and District Forest Impact Recovery Advisor	\$75,000	Castlegar
2024	Castlegar and District Community Services Society	Volunteer Driver Services in the West Kootenay Boundary Region: Planning & Partnership Development	\$19,250	Castlegar
2022	CF Central Kootenay	West Kootenay Rural & Northern Immigration Pilot	\$40,000	Nelson
2022	CF Central Kootenay	Cannabis Economic Development Council	\$15,000	Nelson
2023	CF Central Kootenay	Slocan Valley Economic Development Strategic Plan Update	\$15,000	Nelson
2024	CF Central Kootenay	West Kootenay Regional Business Start Up Advisor	\$75,000	Nelson
2024	CF Central Kootenay	Rural ride-hailing feasibility study	\$25,000	Nelson
2024	CF Central Kootenay	Climate Resilient Kootenay Businesses	\$30,000	Nelson
2024	CF Central Kootenay	Kootenay Regional Film Studio Feasibility Study	\$35,000	Nelson
2022	CF Central Kootenay	Slocan Valley/Arrow Lakes Business Recovery	\$70,000	Nelson
2023	CF Central Kootenay	Slocan Valley/Arrow Lakes Business Recovery	\$30,150	Nelson
2024	Community Energy Association (withdrawn)	Lower Kootenay Band Electric Health Shuttle Study	\$25,000	Creston
2024	Creston Valley Chamber of Commerce	Creston Valley Chamber of Commerce Economic Revitalization Plan	\$15,000	Creston
2024	Creston Valley Tourism Society	Creston Valley Tourism Society 5-Year Plan & MRDT Consultation	\$15,000	Creston
2024	Fields Forward Society	Business Development & Marketing Incubator	\$35,000	Creston
2024	Foresight Cleantech Accelerator Centre	Feasibility of Small Diameter Logging & Slash Bundling Technology	\$29,500	Nelson
2022	Friends of Pulpit Rock Society	Whitewater Trails	\$11,470	Nelson
2023	Imagine Kootenay -pd to CFCK	Imagine Kootenay from Across Canada	\$40,000	Windermere
2022	Kaslo and Area Chamber of Commerce	Supply Chain and Workforce Attraction & Retention Initiative	\$26,000	Kaslo

## Regional District of Central Kootenay Projects funded by ETSI-BC

2022	Kaslo Board of Trade	Business and Community Recovery Advisor - Kaslo and Area D	\$37,500	Kaslo
2023	Kootenay Association for Science and Technology	Kootenay Net-Zero Innovation Action Plan	\$17,000	Nelson
2024	Kootenay Carshare Cooperative	Air Carshare Communication Enhancement Project	\$25,000	Nelson
2024	Kootenay Employment Service Society	Feasibility Study for Affordable Housing Community Shared Transportation in the Creston Valley	\$25,000	Creston
2022	Kootenay Employment Services	Pivot: Supporting small business economic recovery and opportunity	\$75,000	Creston
2023	Kootenay Employment Services Society	Event Coordinator Creston Valley - Kootenay Lake	\$15,000	Creston
2024	Kootenay Employment Services Society	Creston-Kootenay Lake FIR Advisor	\$50,000	Creston
2022	Kootenay Employment Services Society	Youth Ambassador Summer Workforce Challenge	\$15,000	Creston
2022	Lardeau Valley Opportunity Links Society	Strengthening Agriculture in Area D Through Class D Licensing	\$6,000	Meadow Creek
2022	Nakusp and Area Development Board	Local Agriculture Market Access and Branding Initiative	\$15,000	Nakusp
2023	Nakusp and Area Development Board	Grow Arrow Lakes	\$7,500	Nakusp
2024	Nakusp and Area Development Board	Community Economic Diversification Plan for Nakusp and Area	\$50,000	Nakusp
2023	Nelson & District Chamber of Commerce	Nelson & Area Cleantech Feasibility Study	\$10,000	Nelson
2022	Nelson and District Chamber of Commerce	Central Kootenay Business Recovery	\$57,200	Nelson
2024	Regional District of Central Kootenay	Establishing a Values Based Approach To Governance	\$25,000	Nelson
2022	Selkirk College	Entrepreneurship skills & Building the Outdoor Rec Sector	\$12,500	Castlegar
2023	Selkirk College	Kootenay Youth Entrepreneurship	\$20,875	Castlegar
2024	Selkirk College	Kootenay Entrepreneurship Program	\$20,000	Castlegar
2024	Slocan Valley Chamber of Commerce	New Denver Visitor Centre feasibility study	\$15,000	New Denver
2022	Village of Salmo	Salmo Community Owned and Operated Bus Initiative (SCOBI)	\$15,000	Salmo
2022	<i>West Kootenay Permaculture Coop Association - Cancelled</i>	<i>Kootenay Food Social Enterprise Pilot Project</i>	<i>\$15,000</i>	<i>Winlaw</i>
2024	Whitewater Ski Resorts	Whitewater Ski Resort Shuttle expansion	\$65,000	Nelson
			<b>\$1,406,569</b>	<b>48</b>



Economic Trust of  
the Southern Interior

# Bylaws and Board Policies

Adopted April 2021

Revised June 2022, December 2022, June 2023

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# Section 1.0

## Bylaws

## 1.0 BYLAWS

### DEFINITIONS

In these Bylaws of the Trust and in all Policies of the Trust, the following words mean:

- a) “Act” means the Southern Interior Development Initiative Trust Act, SBC 2005, c. 39 as amended or replaced from time to time.
- b) “Annual Inaugural Meeting” has the meaning set out in these Bylaws.
- c) “Annual Report” means the annual report described in Section 15 of the Act.
- d) “Board” means all of the Directors of the Trust acting pursuant to a quorum.
- e) “Bylaws” means the current version of the Bylaws of the Trust, as amended from time to time.
- f) “Chair” means the Chair of the Board of Directors appointed in accordance with these Bylaws.
- g) “Chief Executive Officer” means the employee responsible for managing the operations and administration of the corporation. The Chief Executive Officer reports to the Board and is the Board’s only direct report.
- h) “Directors” means the Directors of the Trust appointed in accordance with the Act, and “Director” means any one of them.
- i) “ETSI-BC” means the corporation Southern Interior Development Initiative Trust doing business as Economic Trust of the Southern Interior (ETSI-BC).
- j) “Finance Committee” means a committee of Directors, the members of which are appointed at the Annual Inaugural Meeting with the terms of reference set out in the Board’s Finance Committee Policy as drafted and amended from time to time.
- k) “Lieutenant Governor in Council” means the Lieutenant Governor in Council of British Columbia.
- l) “Executive Committee” means a committee of Directors, the members of which are appointed at the Annual Inaugural Meeting and has the terms of reference set out in the Board’s Executive Committee Policy as drafted and amended from time to time.
- m) “Policies” means all policies adopted by the Directors, as amended or replaced from time to time.
- n) “Regional Advisory Committee” has the meaning assigned to it in the Act.
- o) “Southern Interior” has the meaning of “Southern Interior area” as that term is defined in the Act and its associated Regulation(s).

- p) “Southern Interior Development Initiative Trust” means the corporation established by the Southern Interior Development Initiative Trust Act doing business as (DBA) Economic Trust of the Southern Interior (ETSI-BC).
- q) “Strategic Plan” means the three-year strategic plan for the Trust, including goals for each year, described in Section 14 of the Act.
- r) “The Trust” means the corporation established by the Southern Interior Development Initiative Trust Act doing business as (DBA) the Economic Trust of the Southern Interior (ETSI-BC).
- s) “Vice Chair” means the Vice Chair of the Directors appointed in accordance with these Bylaws.

## BYLAW VERSION

This is Version 7 of these Bylaws, which regulate the proceedings of the Southern Interior Development Initiative Trust (ETSI-BC). All previous versions of these Bylaws are revoked upon passing of the motion to adopt this new version.

## DIRECTORS

### 1. Directors

The qualifications, appointment procedures, term lengths and removal process for the Directors are set out in the Act.

### 2. Appointment of Directors

The Directors are 13 individuals of whom<sup>1</sup>:

- a) 8 are to be appointed by the Regional Advisory Committees, with each of the 2 Regional Advisory Committees appointing 4 of their number as Directors.
- b) 5 are to be appointed by the Lieutenant Governor in Council.

An individual who is a Member of the Legislative Assembly must not be appointed as a Director<sup>2</sup>.

### 3. Terms of Office

The term of office of Directors is as follows:



**Sharon Shepherd**

*Signed on 2023-09-28 17:07:34 PDT*

<sup>1</sup> Act, s. 6(2)

<sup>2</sup> Act, s.6(8)

- a) The term for a Director that is appointed by a Regional Advisory Committee is two years<sup>3</sup>. At the end of a term, the Board may request that the director be reappointed for the balance of their elected term of office to a maximum of eight consecutive years.
- b) The term for a Director that is appointed by the Lieutenant Governor in Council is three years<sup>4</sup>. At the end of a term, the Board may request that the director be reappointed for another term to a maximum of six consecutive years.
- c) On or before the expiry of the term of any Director, the Regional Advisory Committee or the Lieutenant Governor in Council responsible for the appointment of such Director, shall appoint a replacement and must promptly notify the Directors of those replacement appointments<sup>5</sup>.

#### 4. Vacancies among Directors

A Director ceases to hold office when<sup>6</sup>:

- a) the Director's term of office expires, or
- b) the Director ceases to be a member of the Regional Advisory Committee by which they were appointed, or
- c) the Director dies, resigns or is removed from office.

If one of the Directors ceases to hold office, a replacement for that Director must be appointed in the same manner as that Director was appointed<sup>7</sup>.

A replacement Director appointed under this section holds office until the end of the term of the Director they replaced<sup>8</sup>. This Director may be reappointed at the end of their term either by the Regional Advisory Committee or the Lieutenant Governor in Council. Term limits will apply.

If there is a vacancy on the Board, the remaining Directors shall evaluate the existing composition of the Board and recommend any competencies and skill sets that should be considered by the Regional Advisory Committee or the Lieutenant Governor in Council in the selection of Directors.

#### 5. Removal and Replacement of Directors

A Regional Advisory Committee may remove and replace, in accordance with any procedures it has established for that purpose, any Director it has appointed to the ETSI-BC Board<sup>9</sup>.

---

<sup>3</sup> Act, s. 6(3)

<sup>4</sup> Act, s. 6(3)

<sup>5</sup> Act, s. 6(5)

<sup>6</sup> Act, s. 9(1)

<sup>7</sup> Act, S. 9(2)

<sup>8</sup> Act, s. 9(3)

<sup>9</sup> Act, s.6(4)

The Lieutenant Governor in Council may remove and replace any Director the Lieutenant Governor in Council has appointed to the ETSI-BC Board<sup>10</sup>.

If a Director is removed and replaced, the Regional Advisory Committee or the Lieutenant Governor in Council, as the case may be, must promptly notify the Directors of the replacement appointment. The term of office of the replacement Director is the remainder of the term of the Director they replaced<sup>11</sup>.

A Director may be removed as, and ceases to be, a Director on the passing of a resolution to that effect by all the remaining Directors<sup>12</sup>. The remaining Directors will ordinarily consider a motion to remove a Director if that Director misses two or more consecutive regular board meetings in any calendar year.

An act or proceeding of the Directors is not invalid merely due to fewer than 13 Directors being in office or in attendance<sup>13</sup>.

## 6. Remuneration of Directors

A Director must not accept remuneration from the corporation other than for reasonable travelling and out of pocket expenses necessarily incurred by the Director in discharging their duties, as outlined in the Trust's Expense Reimbursement Policy<sup>14</sup>.

## MEETINGS

### 7. Meetings

With the exception of the public meeting, which is held annually, Board meetings will not be open to the public, but the board may receive presentations during the day of the meeting subject to notice and approval by the Chair.

Meeting procedures are set out in this Bylaw and in the Policies, subject to provisions of the Act.

Board meetings may be conducted by means of audio, visual and audio, electronic or other communications facilities that permit all participants to communicate with each other or otherwise participate in the proceeding simultaneously, in a manner comparable to a meeting where all were present in the same location, and in relation to a vote, permits Directors to cast a vote in a manner that adequately discloses the intentions of the voters.

The Board of Directors of ETSI-BC has the following types of meetings:

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<sup>10</sup> Act, s. 6(4)

<sup>11</sup> Act, s. 6(5)

<sup>12</sup> Act, s. 6(6)

<sup>13</sup> Act, s. 6(7)

<sup>14</sup> Act, s. 13(2)

**a) Regular Board Meetings**

Regular board meetings will occur at least four times per year, including one public meeting annually at such date and location deemed appropriate by the Board.

All regular board meetings shall generally take place in the City of Kelowna, at such times as the Chair may determine, and notice of such meetings shall be provided by email to each Director at least one week in advance.

**b) Special Board Meetings**

Special board meetings may be held at such time and places as the Chair may determine to discuss issues or time sensitive topics that need a Board decision before the next regular board meeting. Resolutions may be passed at special board meetings.

Any seven Directors of the Trust may at any time, by notice in writing directed to the Chair, require a special board meeting to be called, and the Chair shall within two weeks set a date for a meeting which shall be held no later than thirty days from the date of such notice directed to the Chair.

Issues identified by the Chair or Chief Executive Officer that are of a time sensitive nature may be decided via email or digital poll between meetings. Resulting decisions and actions must be presented to the Board for ratification and inclusion in the minutes at the next duly convened regular board meeting.

**c) Committee Meetings**

Committee meetings will be held in such times and places the committee chair determines. Standing committees (Executive and Finance) require a formal agenda and minutes.

**8. Annual Inaugural Meeting**

The Annual Inaugural Meeting will be held no later than July 15 of each year. At the Annual Inaugural Meeting:

- a) The Directors shall elect one of their number as Chair and one of their number as Vice Chair. A Director may hold the office of Chair or Vice Chair for a maximum of 3 consecutive years.
- b) The Directors shall establish an Executive Committee which will be comprised of the Chair, Vice Chair, Chair of the Finance Committee and one other Director elected by the Board. The Chief Executive Officer will be an Ex Officio member of the Executive Committee.
- c) The Directors shall elect a Finance Committee comprised of a Finance Committee Chair and three additional members elected by the Board. The Chair of the Board and the Chief Executive Officer will be Ex Officio members of the Finance Committee.
- d) The Audited Financial Statements and Annual Report will be approved.
- e) The Auditor for the following fiscal year will be appointed.



## 9. Quorum

A majority of the Directors constitutes quorum for the transaction of the business of the Trust. If quorum is lost during a meeting, no decision will be made although the remaining Directors may continue with the agenda and make recommendations for issues to be decided upon later via electronic vote.

## 10. Minutes

The minutes of the proceedings of all meetings of the Trust shall be drawn up and entered in a book to be kept for that purpose. Minutes will be circulated for review and adopted at the next regular meeting and signed by a member of the Executive Committee.

## 11. Opening Proceedings

Call to Order: As soon after the hour of the meeting as there shall be a quorum present, the Chair shall call the Directors to order.

Non-Attendance of Chair: In the event the Chair or Vice Chair does not attend within fifteen minutes after the time appointed for the meeting, the directors present shall choose a chair to preside during the meeting or until the arrival of the Chair or Vice Chair.

No quorum after fifteen minutes – adjournment: In the event there shall be no quorum present within fifteen minutes after the time appointed for the meeting, the recording secretary shall record the names of the Directors present and the meeting shall then stand adjourned.

## 12. Duties of the Chair and Vice Chair

The Chair, if present, shall preside at all meetings of the Trust and shall have voting rights. The Vice Chair shall assume the duties and responsibilities of the Chair during the Chair's absence.

## 13. Agenda

The Chief Executive Officer shall distribute to the Directors, prior to each board meeting, an agenda outlining the business to be transacted at the meeting, as agreed upon in advance with the Chair, and shall include at a minimum:

- The minutes from the previous meeting
- Committee Reports
- Investment Portfolio update
- Financial Reports
- CEO report.

The Chair shall have the right to add items of business if in their opinion such additional items shall be in the best interests of the Trust.

## 14. Resolutions

All Bylaws and resolutions of the Trust must be moved and seconded and shall be decided by a majority of the votes of the Directors who are at the meeting and entitled to vote thereon. Each Director will have one vote.

Electronic vote decisions require a majority of the Board.

A resolution that is approved in writing or by electronic means by a majority of the Directors is as valid as if it were passed at a meeting of the Directors properly called and constituted. Telephone or video conference meetings must include minutes. Resolutions passed in writing, via email, or by electronic poll must be recorded in the minutes at the next duly convened meeting of the Board.

Subject to the Trust's Conflict of Interest policies and procedures, every Director, including the Chair, who abstains from voting shall be deemed to have voted in the affirmative, except where a Director has declared a conflict of interest or potential conflict of interest and does not vote. If quorum is lost through this abstention, the provisions of Section 9, Quorum, apply.

If a Director disagrees with a particular course of action and is not content to have the record imply a consensus on the matter, that Director may request that their dissent should be recorded in the minutes.

In the event of a motion to approve multiple items in an agenda as a block, any item included in the block may be removed from the block at the request of a Director. The item removed will require an individual resolution for approval.

In all cases where the votes of the Directors present are equal for and against the question of a motion, the motion shall be deemed defeated.

## ADDITIONAL PROVISIONS

### 15. Appointment of Auditor

On or before the end of each fiscal year, the Trust will appoint an individual who is authorized to be an auditor of a company under section 205 of the Business Corporations Act to audit the accounts, transactions and financial statements of the Trust for the following fiscal year<sup>15</sup>.

Every five years, the Finance Committee may instruct the Chief Executive Officer to issue a Request for Proposal (RFP) to review quotes and services from other audit firms.

---

<sup>15</sup> Act, s. 16(1)

## 16. Review of the Act

Every five years from the establishment of the Act, the Directors must appoint a committee of qualified individuals to review the Act and evaluate how it is functioning<sup>16</sup>. The review committee may consult with business, labour, education providers, government and any other person or organization it considers appropriate. The review committee must publish a report of its findings in a public manner<sup>17</sup>.

## 17. Amendment of the Bylaws

The Bylaws shall not be altered or amended except by Resolution passed at a duly convened Director’s meeting. The proposed change(s) to the bylaw must be circulated to the Directors at least 14 days prior to the next meeting. The Bylaws shall be signed by the Chair or by the person legally presiding at the meeting at which the new Bylaws were passed.

### Certification of Bylaws

These Bylaws are hereby adopted and certified by the Directors of the Trust having hereto affixed the Corporate Seal and being signed by the Chair or authorized Director of the Board.

Revised: November 4, 2009 March 7, 2012 March 6, 2017 March 26, 2019 October 2, 2020 April 30, 2021	Signed by the Authorized Signatory of the Board  _____ Signature  _____ Name
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<sup>16</sup> Act, s. 26

<sup>17</sup> Act, s. 26(3)

# Section 2.0

## Board Governance Policies

## 2.0 BOARD GOVERNANCE POLICIES

### 2.1 GOVERNANCE AND BOARD COMPOSITION

#### 2.1.1 Governance Model

The Board is a governance board. The Board develops policy as a whole and has a Finance and Executive Committee with defined mandates. (see Officers and Committees). The Chief Executive Officer is responsible for the implementation of board policy, day to day operations, and management of ETSI-BC.

#### 2.1.2 Due Diligence

An individual is not qualified to become or act as a director of ETSI-BC if they are:

- An employee or contractor of ETSI-BC.
- Under the age of 18 years.
- Found by a court, in Canada or elsewhere, to be incapable of managing the individual's own affairs.
- Subject to an undischarged bankruptcy.
- Convicted in or out of British Columbia of an offence in connection with the promotion, formation, or management of a corporation or unincorporated business, or of an offence involving fraud.

Board members shall exercise due diligence in carrying out their responsibilities. Board members shall:

- Ensure that practices and decisions are without suspicion and influence, while avoiding any appearance of impropriety, which might raise concerns within the organization or external to the organization. Board members must sign and commit to the Conflict of Interest and Confidentiality Agreement.
- Be informed on the incorporating legislation, bylaws, mission and all policies.
- Ensure that there are effective internal systems in all areas of corporate activity, particularly accounting.
- Be informed on board activities and general trends in community economic development.
- Attend all regular board meetings, be willing to serve on a committee(s) and contribute to the work of the Board.
- Exercise care, diligence and skill that a prudent person would show in similar circumstances.
- Offer personal perspectives on issues, but not represent any community or business interest, but rather the interests of Southern Interior Development Area as a whole.
- Remain unified with fellow Directors in support of a decision that has been made.
- Respect and separate roles of Board and Staff.

### 2.1.3 Fiduciary Duty

Directors have a fiduciary duty to ETSI-BC. The legal rationale for characterizing the Director's relationship with ETSI-BC as fiduciary stems from the need for public confidence that the Board will not manipulate ETSI-BC for their own benefit.

Directors must act honestly and in good faith to represent the best interests of ETSI-BC over those of another person or constituency. Directors must not disclose confidential information regarding ETSI-BC.

ETSI-BC will not insure or indemnify a Director for legal and other costs if a Director breaches their fiduciary duty.

### 2.1.4 Director Competencies

The Board should collectively possess the following core competencies, with each Director contributing knowledge and experience in at least one domain.

- a) Leadership
- b) Financial Literacy
- c) Business Strategy
- d) Board governance
- e) Sectors outlined in the SIDIT Act
- f) Local government
- g) First Nations economic development
- h) Community economic development
- i) Small business support

**Adopted:** April 30, 2021

## 2.2 OFFICERS AND COMMITTEES

### 2.2.1 Board Officers

Board officers are considered to be in the service of the Board and shall only act in place of the Board when acting together as an Executive Committee in accordance with the bylaws and as delegated by the Board through policy. Board officers include: Chair, Vice Chair, and Finance Committee Chair.

### 2.2.2 Board Chair

The role of the Chair is to ensure the integrity of the Board processes through the following actions:

- a. Leadership of the Board, ensuring that the Board is properly informed about the operations of ETSI-BC and has the information and opportunity necessary to make decisions on matters within its purview.
- b. Providing feedback to the Chief Executive Officer regarding board decisions and to ensure the provision of accurate, timely and clear information in the board packages to Directors, ensuring that they can operate effectively at board meetings.
- c. Setting agendas for meetings collaboratively with the Chief Executive Officer. The Chair shall schedule board meetings in conjunction with the Chief Executive Officer. The Chair shall ensure that the Board follows the bylaws and policies and shall manage meetings through appropriate meeting administration practices. The Chair does not have the authority to make decisions outside the bylaws or the parameters of policies created by resolution of the Board.
- d. Monitoring meeting attendance. The Chair will discuss capacity and strategy for effective participation on the Board with any board member that does not attend at least three regular meetings (75%) per year.
- e. Representing ETSI-BC to the public, government, media, and other organizations and apprising the Board of the content and results of discussions. The Chair is the only board member authorized to speak on behalf of the Board. This function may be delegated by the Chair to another board member or to the Chief Executive Officer.
- f. Arranging the regular evaluation of the performance of the Board, its committees and individual Directors, and the Chief Executive Officer, as well as feedback on the effectiveness of the Chair.
- g. Setting a positive tone in the relationship between the Board and staff.
- h. Ensuring separation and “perception of separation” between the role of the Chair and that of the Chief Executive Officer. The Chief Executive Officer is responsible for the day-to-day operations and management of ETSI-BC.

### 2.2.3 Vice Chair

The role of the Vice Chair is to assume the duties of the Chair during their absence.

## 2.2.4 Executive Committee

The Executive Committee consists of the Chair, Vice Chair, Finance Committee Chair, and one other Director elected by the Board. The Chief Executive Officer is an Ex Officio member of the Executive Committee. The Board Chair is also Chair of the Executive Committee.

The mandate of the Executive Committee is to make decisions and provide feedback that cannot wait for the next board meeting. Any decisions made by the Executive Committee must be ratified at the next board meeting.

The Executive Committee acts only under the authority and direction of the Board.

The Executive Committee shall not be involved in operational aspects of ETSI-BC, and shall not exercise authority over staff, but shall advise and be informed by the Chief Executive Officer. The Chief Executive Officer is responsible for the execution of board policy and directives, and for determining the means, organizational structure and management processes necessary to achieve ETSI-BC's objectives.

The Executive Committee has discretion to:

- a. Provide operations advice to the Chief Executive Officer when requested by the Chief Executive Officer.
- b. Deal with matters referred from time to time by the Board.
- c. Coordinate the Chief Executive Officer's annual performance review.
- d. Authorize increases to the annual operating budget of less than 10% per annum with supporting documentation provided by the Chief Executive Officer, providing the Board is informed at the next meeting.
- e. Deal with issues referred by the Chief Executive Officer that are of a politically sensitive or time sensitive nature. Resulting decision and actions will be presented to the Board for ratification at the next duly convened board meeting.
- f. Approve Director expense claims that are not within expense policy of the Board.
- g. Have its members be designated as signing authorities for the corporation.

## 2.2.5 Finance Committee

The Finance Committee consists of four Directors elected by the Board. The Chief Executive Officer and the Chair of the Board are Ex Officio members of the Finance Committee. The Board will elect the Finance Committee Chair and Members at the Annual Inaugural Meeting. The Finance Committee Chair will report to the Board at each meeting on recommendations and results of committee deliberations. Requests for organizational resources or staff time will be directed through the Chief Executive Officer.



The Finance Committee members must be able to read and understand fundamental financial statements, including the balance sheet, income statement and cash flow statement (or be able to do so within a reasonable period after appointment to the Finance Committee).

The mandate of the Finance Committee is to be the Board’s primary liaison with the Auditors and Investment Management Firm.

The Finance Committee acts only under the authority and direction of the Board.

The Finance Committee shall not be involved in operational aspects of ETSI-BC, and shall not exercise authority over staff, but shall advise and be informed by the Chief Executive Officer

The Finance Committee has discretion to:

- a. Draft and recommend investment policy to the Board. The Finance Committee shall develop the Statement of Investment Policies and Procedures in collaboration with staff and the appointed Investment Management Firm.
- b. Recommend the Investment Management Firm to the Board for ratification and advise the Chief Executive Officer on the general terms of a contract. Every 5 years, the Finance Committee and Executive Staff will conduct a search for an Investment Management Firm and report to the Board on the results, and any contract that the Chair of the Finance Committee and the Chief Executive Officer enter into with clarity on fee structure, duration, and services provide by the Management Firm.
- c. Review the results of the investment portfolio and compliance with the SIPP and prepare a report for the Board of Directors.
- d. Ensure that “Directors and Officers Liability Insurance” are kept in good standing by ETSI-BC.
- e. The committee shall not be involved in operational aspects of ETSI-BC, and shall not exercise authority over staff, but shall advise and be informed by the Chief Executive Officer
- f. Recommend a person who is authorized to be an auditor of a company under section 205 of the Business Corporations Act to audit the accounts, transactions, and financial statements of ETSI-BC, and advise the Chief Executive Officer on the general terms of a contract. Review recommendations for the appointment and compensation of the external auditor.
- g. Review the auditor’s report. Review the financial information that will be provided to government and other stakeholders and ensure that this information accurately represents the business activities of the organization.
- h. Identify education required by the Board and/or the Finance Committee on investment risk, strategic economic trends, new asset classes and investment instruments. The Chief Executive Officer shall ensure access to education as identified.
- i. Review the systems of risk management and the internal controls established by management to:

- i. Ensure the organization's sound financial performance.
- ii. Ensure that the organization's internal controls have integrity and will lead to the production of accurate financial statements and performance reports.
- iii. Ensure that appropriate systems are in place to identify and manage risk.
- iv. Prevent financial mismanagement.
- v. Evaluate internal controls and make recommendations to the Board on their effectiveness.

**Adopted:** April 30, 2021

## 2.3 FINANCIAL ACCOUNTABILITY

ETSI-BC's financial affairs will be conducted in a responsible manner, consistent with the ethical obligations of stewardship and the legal requirements of provincial and federal statutes and regulators.

The annual financial report (Annual Report) will be factual and accurate in all material respects. The Annual Report will be prepared using Canadian accounting standards for not-for-profit organizations in all material respects.

The Annual Report will disclose:

- a. A complete set of financial statements including a balance sheet, income and expenses, project disbursements, cash flow and notes to the financial statements.
- b. Operational expenses as a percentage of the average assets during the operating year.
- c. Approved projects and measurable economic benefits.

**Adopted:** April 30, 2021

## 2.4 CONFLICT OF INTEREST AND CONFIDENTIALITY

For the purpose of clarity in this Policy section, the following definitions apply:

“Conflict of Interest” occurs when a Board member, Regional Advisory Committee member, staff, or consultant of ETSI-BC has an actual or perceived Personal Interest where it would be reasonable to assume that their ability to act in the best interest of ETSI-BC could be impaired or that the actions or conduct could undermine confidence that they fulfilled their responsibilities with integrity.

“Personal Interest” includes any interest in a matter that could benefit a Board member, Regional Advisory Committee member, staff, or consultant or a Related Person in their private activities, relationships, or benefits unless that interest is one that the person has in common with the general public.

“Related Person” includes a spouse (including common law and same-sex spouses), parent, children, grandchildren, siblings, grandparents, in-laws (including adoptive and step-relationships), any person with whom the Board Member currently resides, or any controlled corporation.

### 2.4.1 Conflict of Interest

Board members, Regional Advisory Committee members, staff, and any consultants must avoid exercising their official powers or performing an official duty when, they know (or ought to know) that their Personal Interests are in a Conflict of Interest with the best interests of ETSI-BC. This includes avoiding potential and actual conflicts of interest, as well as perceptions of conflicts of interest.

Board members, Regional Advisory Committee members, staff, and any consultants, must be informed and have expertise in ETSI-BC’s field of interest. Therefore, it is anticipated that they may be associated with organizations that, from time to time, may apply for funding.

Board members, Regional Advisory Committee members, staff, and consultants, having a direct or indirect interest in an applicant organization, or who may, directly or indirectly, benefit from a decision of the Board or the Regional Advisory Committee shall declare their interest and absent themselves from any discussion concerning the application.

Conflict of Interest also includes being the author of an application or being on the board, an elected official, or an employee of the organization applying for funding.

While it is recognized that Board Members and Regional Advisory Committee members work for or have associations with organizations relevant to the work of ETSI-BC, Board members and Regional Advisory Committee members are elected/appointed to represent the interests of the entire Trust area, and not as representatives of other organizations, or specific local governments.

Board members, Regional Advisory Committee members, staff, and consultants, must not use information obtained in the performance of duties and that is not available to the general public to further their Personal Interest, or for any purpose other than for the performance of their duties.

Board members, Regional Advisory Committee members, staff, and consultants shall notify the Chief Executive Officer of Personal Interest, in any enterprise which proposes to transact business with ETSI-BC or of any Personal Interest in any property that will be, or is the subject of, an application to ETSI-BC.

Board members, Regional Advisory Committee members, and staff must disclose their Personal Interests that could result in a Conflict of Interest, by signing the Conflict of Interest Declaration, upon their appointment and annually thereafter.

If a Board member, Regional Advisory Committee member, staff, or consultant has disclosed an actual or potential Conflict of Interest, the disclosing individual must:

- a. Not participate in the discussion of the matter, except where information may be requested by the Board.
- b. Not participate in any vote or decision-making on any question in respect of the matter.
- c. Leave the meeting or the part of the meeting during which the matter is under consideration.
- d. Not attempt, in any way, whether before, during, or after the meeting, to influence the opinion or vote of the Board on any question in respect of the matter.

### 2.4.2 Confidentiality

Directors shall hold in strictest confidence all matters addressed by the Board during in-camera meetings and matters relating to personnel. The duty of confidentiality continues indefinitely after a Director has left the Board. A confidentiality agreement will be signed by all Directors, staff and consultants of ETSI-BC. All Regional Advisory Committee members shall also sign the confidentiality agreement.

Applications are submitted to ETSI-BC to allow staff, consultants, Regional Advisory Committees and the Board to determine the qualifications of the applicant organization and the project for which funds are requested. This information must remain confidential.

Board members and Regional Advisory Committee members shall not disclose the committee's deliberations or the recommended outcome prior to the authorization of the Board and Chief Executive Officer. The outcome of the funding application will be communicated by the Chief Executive Officer.

### 2.4.3 Freedom of Information and Protection of Privacy Act

The Board and staff of ETSI-BC are required to comply with the provincial Freedom of Information and Protection of Privacy Act. ETSI-BC shall designate a Privacy Officer for the organization. All requests for information from the public must be directed to the Privacy Officer. The Privacy Officer shall work with the Chief Executive Officer to ensure that informal requests are compiled within a timely manner (within

30 days), and in accordance with the Act and regulations and this policy. Care will be taken in the handling of public information requests to ensure that staff is responsive, and that more formal written requests including the Freedom of Information Commissioner and legal processes are not the norm. Where information cannot be released in keeping with the Act and generally for one of the reasons below, the Chief Executive Officer will communicate in writing with the party requesting the information.

Regional Advisory Committees are part of ETSI-BC structure by legislation, and their minutes are also subject to release if a request is received after the Regional Advisory Committee has approved them. All Board and Regional Advisory Committee minutes shall reflect decisions only, and not discussion.

The cost of information requests that require more than minimal staff time for data assembly will be billed to the requestor, consistent with Provincial legislation.

**Adopted:** April 30, 2021

## 2.5 CODE OF CONDUCT

Board members are expected to:

- a. Attend all regular board meetings. If unable to attend in person:
  - i. Regrets are to be communicated to the Chair, copying the CEO and Program Administrator, along with an indication of support for proposed motions and input on topics for discussion.
  - ii. Telephone or video conferencing will be available for board members unable to attend a regular board meeting, special board meeting, or committee meeting in person.
- b. Follow generally accepted meeting rules of order.
- c. Know the corporate mandate, mission, vision and objectives, operations. and bylaws.
- d. Act objectively and in the best interest of ETSI-BC.
- e. Prepare for board meetings and committee meetings by reviewing all agenda material including reports.
- f. Keep careful notes at meetings to support review and approval of meeting minutes (in camera notes should be kept confidential and destroyed when official minutes are approved).
- g. Act consistently with policy to avoid conflict of interest and maintain board confidentiality.
- h. Act with collaboration, consensus building, respect for others, and principle-based behaviour.
- i. Ensure that the Board communicates with one voice and based on formal board decisions only.
- j. Ensure that all board discussions remain confidential.

**Adopted and Updated:** April 30, 2021, December 2, 2022

## 2.6 WHISTLEBLOWER POLICY

In keeping with the policy of maintaining the highest standards of conduct and ethics, ETSI-BC will investigate any suspected fraudulent or dishonest use or misuse of ETSI-BC's resources or property by staff, board members, consultants or volunteers. ETSI-BC will also investigate any reports of bullying or harassment.

Staff, board members, consultants and volunteers are encouraged to report suspected conduct (i.e., to act as "whistleblower").

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within the organization prior to seeking resolution outside the organization.

### 2.6.1 Types of Allegations

A deliberate act or failure to act with the intention of obtaining an unauthorized benefit or acts which constitute bullying or harassment.

Examples of such conduct include:

- Forgery or alteration of documents.
- Unauthorized alteration or manipulation of computer files.
- Fraudulent financial reporting.
- Pursuit of a benefit or advantage in violation of ETSI-BC's Conflict of Interest Policy.
- Misappropriation or misuse of ETSI-BC resources, such as funds, supplies, or other assets.
- Authorizing or receiving compensation for goods not received or services not performed.
- Authorizing or receiving compensation for hours not worked.
- Using remarks or actions of a sexual nature that are not welcome and are likely to be viewed as personally offensive, including sexual flirtations, unwelcome physical or verbal advances, sexual propositions, verbal abuse of a sexual nature, the display of sexually suggestive objects, cartoons, or pictures, and physical contact of a sexual or particularly personal nature.
- Using epithets, slurs, negative stereotyping, and threatening, intimidating, or hostile acts that relate to race, color, religion, gender, sexual orientation, national origin, age, or disability.
- Circulating or posting written or graphic material in the workplace that denigrates or shows hostility or aversion toward an individual or group because of race, color, religion, gender, nationality, age, or disability.
- Discriminating against an employee or potential employee due to a person's race, color, religion, sex, sexual orientation, national origin, age, physical or mental impairment.

### 2.6.2 Reporting

A person's concerns about possible fraudulent or dishonest use or misuse of resources or property or behavior that constitutes bullying or harassment should be reported to the supervisor. If concerns are



suspected by a volunteer, this should be reported to the staff member supporting the volunteer's work. If the complainant finds it difficult to report the concern to a supervisor or staff member, complaints may be made directly to the Chief Executive Officer.

- a. If the complainant does not feel comfortable filing a report with the Chief Executive Officer, or if the concerns are regarding the Chief Executive Officer, those concerns should be reported to the Chair of the Board if Directors. As well, concerns regarding Board member(s) should be reported directly to the Chair of the Board of Directors.
- b. Concerns regarding the Chair of the of the Board of Directors should be reported to the Vice Chair or the Chief Executive Officer.

Submissions made by mail should be marked "Confidential" on the envelope. Complaints must include the identity of the Complainant. If not, the complaint may not be processed. The Chief Executive Officer, Chair or Vice Chair will document the complaint and ensure all pertinent information has been received from the Complainant.

Unless the Executive Committee or any member of the Executive Committee is the subject of the complaint, the Chief Executive Officer, Chair or Vice Chair, as appropriate, will forward the complaint to the Executive Committee. If the Executive Committee or any member of the Executive Committee is the subject of the complaint, the Chief Executive Officer, Chair or Vice Chair, as appropriate, will forward the complaint to the Finance Committee immediately.

### 2.6.3 Role of the Committees

The Executive Committee or the Finance Committee will receive the complaint and decide what course of action will be taken. If necessary, the appropriate committee will perform an investigation to establish the validity and materiality of the information received. The committee may seek information or assistance and direction from whomever is deemed appropriate including, but not limited to, the Complainant, the subject of the complaint, witnesses, or external legal counsel.

The committee may wish to arrange for a third-party investigation. A third-party investigator may provide additional expertise in questioning witnesses or assessing credibility and weighing evidence.

The Chair of the Board or Directors, Vice Chair or Finance Committee Chair, whoever is deemed appropriate, will notify the Chief Executive Officer or the Chair, as appropriate, of the results of the investigation and its recommendation of any action to be taken.

Should the investigation establish that an individual within the Trust has engaged in improper conduct, immediate and appropriate corrective action will be taken by the Chief Executive Officer or Chair of the Board of Directors and may include termination of employment or services. The Chief Executive Officer or Chair of the Board of Directors, as appropriate, will notify the Complainant of the results of the investigation and any action taken. If the Complainant submitted his or her complaint to the Vice Chair, the Vice Chair, if deemed appropriate, will notify the Complainant directly of the results of the investigation and of any action taken.

The Chair of the Board of Directors or Executive Committee will provide a list of all complaints to the Board of Directors at the next scheduled meeting. All complaints related to accounting or auditing procedures, as well as any other complaints of a serious nature, will be presented to the Board of Directors immediately.

#### 2.6.4 Non-Retaliation

Employees, consultants, board members, and volunteers of ETSI-BC may not retaliate against a whistleblower for informing management about an activity which that person believes to be fraudulent or dishonest. Retaliation includes acting with the intent or effect of adversely affecting the terms or conditions of the whistleblower's employment, including but not limited to, threats of physical harm, loss of job, punitive work assignments, impact on salary/fees, or impact on opportunities for promotion. Whistleblowers who believe that they have been retaliated against may file a written complaint with the Chief Executive Officer (or Board Chair if the complaint involves the Chief Executive Officer). Any complaint of retaliation will be promptly investigated, and appropriate corrective measures taken if allegations of retaliation are substantiated.

This protection from retaliation is not intended to prohibit supervisors from taking action, including disciplinary action, in the usual scope of their duties and based on valid performance-related factors.

Complaints that would be seen by a reasonable person to be frivolous, vindictive, or vexatious shall be subject to disciplinary action.

**Adopted:** April 30, 2021

## 2.7 RISK MANAGEMENT

### 2.7.1 Bylaws

Bylaws and Governance Policies will be reviewed every two years and will be distributed to all Directors with orientation of new Directors.

### 2.7.2 Insurance

ETSI-BC will maintain Directors and Officers Liability Insurance with a limit of liability of no less than \$5 million.

ETSI-BC will maintain enough Commercial Property Insurance coverage to adequately protect its assets, and it will maintain General Liability Insurance with a limit of liability of no less than \$2 million.

Vehicles used by Directors or staff on ETSI-BC business will maintain a minimum of \$5 million in Third Party Liability coverage.

### 2.7.3 Compliance with Statutory and Regulatory Requirements

All annual and strategic plan reporting required by the ETSI-BC Act, Canada Revenue Agency, Companies Act, Freedom of Information and Protection of Privacy Act, and Business Corporations Act will be filed by the Chief Executive Officer and reported to the Board.

### 2.7.4 Corporate Records

The following corporate records will be maintained by ETSI-BC:

- a. Charter documents (Act and Regulations)
- b. Bylaws
- c. Register of addresses, dates of election, appointment/resignation of Directors
- d. Directors and officers
- e. Duplicate filed copies of all government filings
- f. Copies of annual meeting calendar or notice of meetings
- g. Minutes of the Board organized in date order including:
  - i. Appointment, resignation and removal of Directors and Officers
  - ii. Appointment of the auditor
  - iii. Approval of all corporate resolutions
- h. Policies
- i. Copies of financial statements and tax returns

### 2.7.5 Business Continuity Plan

The Chief Executive Officer shall maintain a business continuity plan to protect against computerized or paper records loss, computer hacking, and the event of fire, flood, earthquake, significant health emergency, or other critical incident.

**Adopted:** April 30, 2021

## 2.8 PLANNING

### 2.8.1 Strategic Plan

The Board, with the assistance of staff, shall develop a minimum of a rolling three-year strategic plan for all accounts (see section 14 (1) (2) (3) of the Act). The recommendations of the Regional Advisory Committees will be duly considered by the Board in Regional Development Account strategic planning.

The three-year strategic plan will be shared with the public by March 31st of each year as per the Act.

### 2.8.2 Annual Operating Plan

The Chief Executive Officer shall develop an annual operating plan based on the strategic plan, board policies, and investment financial returns.

The annual operating plan must contain specific objectives, expected results, operational budget, and a general disbursement plan including funding targets per funding stream and maximum funding allocation per project based on the guidance provided by the Strategic Plan. Targets set in the operating plan will be used annually to measure the benefits of ETSI-BC to the economy of Southern Interior Development area.

The Chief Executive Officer shall present the annual operating plan to the Board for review, amendment and approval at the first meeting of the new fiscal year.

### 2.8.3 Annual Report

The Chief Executive Officer shall develop the Annual Report for the previous calendar year and have it adopted by the Board by July 31st of each year. The Annual Report will include the following:

- Goals set by the annual operating plan for the preceding fiscal year, indicating how those goals have been met and how those achievements met the intent of the purposes identified in section 20 of the Act.
- A comparison of actual results with the expected results for the preceding fiscal year. and
- Audited financial statements.

A copy of the Annual Report will be provided to each of the Regional Advisory Committees and will also be posted on the website for the public (see section 14 (1) (2) of the Act).

**Adopted:** April 30, 2021

## 2.9 CHIEF EXECUTIVE OFFICER

### 2.9.1 Appointment and Performance Management

Recruitment, selection, contract negotiation, and appointment of the Chief Executive Officer (CEO) is the responsibility of the Board but may be delegated to a task group of the Board. The Board shall approve an appointment by resolution prior to the position being offered to a candidate.

The Executive Committee shall conduct an annual performance evaluation of the CEO in collaboration with the CEO. The Executive Committee is responsible for negotiating increments to salary.

#### **Performance Evaluation:**

The CEO is the sole official link between the Board of Directors and the organization that it governs. The responsibilities of the CEO lie in the exercise of delegated authority and compliance within parameters established by board planning, policy, and directives.

Prior to the beginning of each fiscal year, the CEO will draft the Annual Operating Plan for that year and present it to the Board.

After the end of each fiscal year, the Executive Committee will undertake a formal evaluation of the performance of the CEO. This evaluation will be structured to assess:

- strategic plan implementation (as operationalized in the Annual Operating Plan),
- responsibilities outlined in the CEO job description,
- and any other directives given to the CEO via board resolution or policy.

Based on this structure, the evaluation will include

- a written self-evaluation of performance by the CEO and
- a written evaluation of CEO performance by Board members.

It may also include feedback from staff and stakeholders.

The Executive Committee will prepare a written evaluation report and will meet with the CEO to discuss the same.

The CEO Job Description will be reviewed regularly to ensure consistency between the role description and board expectations.

#### **Compensation:**

A compensation survey will be conducted at least every 5 years (and may be conducted more often if indicated by market conditions) to ensure CEO compensation supports retention and attraction.

Whenever possible, surveys should be jointly undertaken with other similar organizations to reduce administrative costs.

Cost of Living increases for the CEO will match the increases for all ETSI-BC staff. Merit increases or bonuses will be at the discretion of the board.

Prior to recruiting a new CEO, a CEO hiring procedure will be prepared, which will include (among other things) the establishment of an appropriate salary range informed by a compensation survey. Once hired, the new CEO's employment contract will specify performance expectations and associated salary increases.

### 2.9.2 Termination

The Board as a whole is responsible for terminating the employment contract of the Chief Executive Officer. Dismissal requires two-thirds approval of the Director positions normally filled, regardless of vacancies, at a meeting duly called to consider such action.

### 2.9.3 Executive Authority

The Board of Directors as a group, rather than individual Directors, Officers, or Committees, are responsible for providing direction to the Chief Executive Officer through board policies and resolutions. Board decisions will be communicated to the Chief Executive Officer by the Chair.

#### **Operations:**

The Board delegates responsibility for execution of board policies to the Chief Executive Officer. The Chief Executive Officer is responsible within the parameters established by the Board for determining the methods by which the Board's directions and policies will be executed and the desired outcomes achieved.

All board responsibilities delegated to staff and consultants will be delegated through the Chief Executive Officer so that the authority and accountability of staff derives from the authority and accountability of the Chief Executive Officer.

The Chief Executive Officer is responsible for all recruitment, salary and contract negotiation for staff within the parameters of the annual operating budget. The Chief Executive Officer is responsible for ensuring that annual performance evaluations are completed with all staff.

#### **Financial:**

The Chief Executive Officer is responsible for the delivery of programs. Administrative costs will not exceed the annual operating budget (including any increases authorized by the Executive Committee). The Board will be updated with a financial summary on the operating budget at each meeting. The Board delegates approval authority to the Chief Executive Officer for ETSI-BC funding programs that are included in the Annual Operating Plan. This plan includes funding targets per funding stream and maximum funding allocation per project.

The Chief Executive Officer has been delegated authority to approve applications to these projects only when the following conditions are met:

- a. The scorecard assessment resulting from staff due diligence qualifies the project based on the outcomes identified in the Annual Operating Plan and Strategic Plan.

- b. The appropriate Regional Advisory Committee has provided a resolution of support for the project.

In instances where the Regional Advisory Committee has supported an application that is not qualified by the scorecard assessment, or where a loan is requested, the application must be reviewed by the Board to secure funding approval.

Funding allocations over \$75,000 (per project) will ordinarily be adjudicated by the Board unless specifically delegated to the Chief Executive Officer.

The Board may determine by board resolution that specific funding allocation(s) (e.g. temporary adjudication for new programs) be adjudicated by the Board. This will be included in the Annual Operating Plan.

Funds managed by ETSI-BC on behalf of other organizations will follow adjudication procedures as per the respective contracts.

**Corporate Spokesperson:**

The Board delegates authority to the Chief Executive Officer to be the primary spokesperson on behalf of ETSI-BC.

Regardless of this delegation, if there is a media enquiry that appears to be of a controversial nature, the Chief Executive Officer shall brief the Chair and seek the advice of the Chair on the response. If the media is insistent on speaking with the Chair, the Chair will be fully briefed on all background by the Chief Executive Officer prior to the interview.

**Adopted and Updated:** April 30, 2021, June 23, 2023



## 2.10 IN-CAMERA MEETINGS

### 2.10.1 With Management Present

The Board may meet in-camera if they are dealing with matters related to:

- a. Personal information about an identifiable individual who holds or is being considered for a position as a Director or employee.
- b. Labour relations or other employee relations.
- c. The acquisition or disposition of land or improvements by an applicant or ETSI-BC.
- d. Litigation or potential litigation affecting ETSI-BC.
- e. The receipt of advice that is subject to solicitor-client privilege.
- f. Information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under the Freedom of Information and Protection of Privacy Act.
- g. Discussions with executive and employees regarding Trust objectives, measures, and progress reports for the purposes of preparing an annual report.
- h. The consideration of applications for funding and information received and held in confidence relating to negotiations between ETSI-BC and an applicant or any level of government, or between a level of government and a third party.
- i. Any material which may present potential harm to ETSI-BC or an applicant if the substance of deliberations is revealed before, or too soon after, the issues were considered or revealed prior to being ready for public review.

### 2.10.2. Without Management Present

It is a practice for members of a board to have an opportunity to meet without the Chief Executive Officer or other management representatives in attendance.

At the end of each meeting, the Chair may enter into an in-camera board meeting without management to discuss board performance and interaction. The Chair shall inform the Chief Executive Officer of the content and results of the discussion as it pertains to regular Trust business.

**Adopted:** April 30, 2021

## 2.11 POLICY DEVELOPMENT PROCESS

ETSI-BC sets policy through resolution of the whole board.

The Chief Executive Officer shall be directed by the vision, mandate and legislation, to draft operational policy and procedures that contribute to achieving the Board's vision.

The Board as a whole may also direct the development of specific policies with suggested content to the Chief Executive Officer.

The Chief Executive Officer shall work with the staff, subject matter experts, and individual board members with relevant expertise, in researching and drafting the policy. Draft policy will be circulated in the meeting agenda package. The Board has three choices:

- a. Adopt the policy, with or without direction for minor revisions, or
- b. Refer the policy back to the Chief Executive Officer with guidance for further development of the policy, or
- c. Defeat the policy draft. In this case, there will be open board discussion that provides reasons and concerns.

**Adopted:** April 30, 2021

# Section 3.0

## Financial Management Policies

## 3.0 FINANCIAL MANAGEMENT POLICIES

### 3.1 INVESTMENT POLICY

The goal of the investment policy is to:

- a. Outline ETSI-BC's investment principles.
- b. Provide guidelines to maximize return on investment in a prudent and diversified manner.
- c. Provide adequate income and ensure distribution and investment priorities outlined in the strategic plan are achieved.

The investment policy will also ensure that ETSI-BC conforms to the requirements of applicable federal and provincial statutes and legislation, the Income Tax Act and the Trustee Act. As such, the ETSI-BC Board, in carrying out its duties and responsibilities, agrees to exercise such competence and skill as may be expected of careful and diligent investment management.

**Adopted:** April 30, 2021

## 3.2 ROLES AND RESPONSIBILITIES - FINANCIAL

### 3.2.1 Board of Directors

The Board of Directors shall elect the Finance Committee and appoint the Investment Management Firm. The Board shall review and approve the Statement of Investment Policies and Procedures (SIPP), Investment Management Firm performance, and the results of any new Investment Management Firm search by the Finance Committee and executive staff. Negotiation of a contract for investment management will be delegated to the Finance Committee and executive staff. The Finance Committee shall present the proposed contract and an overview of the search process to the Board for ratification.

The Board of Directors shall monitor the results of the investment portfolio and ensure compliance with the SIPP, based on the report of the Finance Committee.

### 3.2.2 Role of the Investment Management Firm

The Investment Management Firm shall invest assets of ETSI-BC according to the Trustee Act and the approved SIPP of ETSI-BC.

The Investment Management Firm shall participate in the development of the SIPP with the Finance Committee and executive staff and shall remain fully aware of amendments to the investment policy. The Investment Management Firm shall provide a review of fund/account performance as well as the expectations on the economic and financial market outlook and related investment strategies at least four times annually. Reports on income and disbursements will be tracked by the Chief Executive Officer and will be available to the Board, and Regional Advisory Committees, if requested.

The Investment Management Firm shall be responsible for ensuring that the Finance Committee is knowledgeable about new asset classes or investment instruments and their impact on ETSI-BC's asset management objectives.

The Investment Management Firm shall provide a letter to the Board confirming compliance and/or detailing any guideline that has been breached.

### 3.3.3 Oversight of the Investment Management Firm

As required, the Finance Committee in consultation with the Chief Executive Officer may engage the services of an independent investment consultant to review the performance of the Investment Management Firm relative to appropriate indexes and peer performance. The consultant may also make recommendations on the value in the "fee structure" charged for investment management, and make other recommendations designed to inform the Finance Committee and demonstrate due diligence and fiduciary responsibility by the Committee and the Board.

**Adopted:** April 30, 2021

### 3.3 ECONOMIC DEVELOPMENT LOAN RISK POLICY

ETSI-BC supports community economic development projects that contain inherent risks and are often not considered commercially bankable. ETSI-BC recognizes that there is risk that some of its loans and loan guarantee funds will inevitably be unrecoverable. This is an expected outcome when loans and loan guarantees are made for the purposes of economic development.

ETSI-BC shall endeavour to collect loan principal, interest, and fees owing, through commercially reasonable means, and shall exercise its right to security where applicable.

**Adopted:** April 30, 2021

## 3.4 FINANCIAL OPERATIONS

### 3.4.1 Authorized Signatories and Accounts Payable:

The Chief Executive Officer and Executive Committee Members shall be the primary signing authorities for all payments including approval authority for electronic funds transfers.

These authorizations remain in place for all values of banking documents, consistent with the annual operating budget or approved project spending previously ratified by the Board.

Approval from two signing authorities will be required for all payments.

All cheques must have supporting invoices, claim cover sheets, or other information attached for review before signing.

All blank cheques will be secured in a locked fire safe cabinet when not in use.

The Chair is the approval authority for Chief Executive Officer expense forms.

### 3.4.2 Financial Statements

The Finance Committee shall present year to date financial statements (unaudited) to the Board at each meeting.

The statements will reflect year to date activity (actual to budget) to the period one quarter previous to the current month. Material variances from budget will be explained.

### 3.4.3 Authorization Limit

The Chief Executive Officer is authorized to purchase or order items within ETSI-BC's approved annual operating budget, subject to appropriate purchasing controls.

A Board resolution and two signatures by Authorized Signatories are required to transfer funds from the Investment Fund to ETSI-BC's general operating account as per approved budget requirements, or to authorize a transfer of funds from ETSI-BC's operating account to its Investment Fund.

The Executive Committee is authorized to approve Director expense claims which are not within the expense policy of the Board but must provide a rationale for records.

### 3.4.4 Contract Authorization

The Chief Executive Officer is authorized to sign and enter into contracts for services within ETSI-BC's approved annual operating budget, subject to appropriate contracting controls.

The Chief Executive Officer is authorized to enter into contracts consistent with board resolutions and project approvals. If the Chief Executive Officer is unavailable and time is of the essence, the Chair may sign the contract.

### 3.4.5 Year-End Audit

ETSI-BC's fiscal year end is March 31st.

All materials, adjustments and reconciliations required for the year-end audit must be completed forty-five days following the year end for presentation to ETSI-BC's auditor.

The audited financial statements will be presented to the Directors as soon as possible following the annual audit. This will generally occur at the spring Annual Inaugural Meeting of ETSI-BC.

The audited financial statements will be made available to the public by July 31st each year.

**Adopted and Updated:** April 30, 2021, December 2, 2022



### 3.5 EXPENSE REIMBURSEMENT

Expense claims (and associated receipts) must be received by the ETSI-BC office a maximum of thirty days following the meeting date. In the event of extenuating circumstances while traveling, claims must provide a brief explanation for any costs in excess of the normal charges.

Board members may claim the following expenses:

#### 1. Hotel:

Due to lengthy travel distances in some regions, a hotel stay may be required to facilitate Board members' attendance at meetings. Board members should request the hotel's Provincial Government rate at the time of booking. Miscellaneous charges for mini-bar, movies, or alcoholic beverages, etc. will not be reimbursed.

At their discretion, Board members may choose to stay an additional night at the hotel if their travel time would cause them to arrive home too late following the adjournment of the meeting (typically travel time of more than 3 hours or arrival at home after 8 pm).

#### 2. Airfare:

Return airfare costs may be incurred to attend meetings. These expenses should be the most direct flight option available and will be paid upon receipt of the paid invoice.

#### 3. Mileage:

Return mileage from the member's home location to the meeting location is claimable per the Federal (Canada Revenue Agency) Kilometric Rates. Directors that elect to drive to a meeting rather than fly will be reimbursed the lesser amount of either the current economy airfare cost or the mileage cost.

#### 4. Per Diem:

The per diem allowance is designed to cover all meal and gratuity costs for the member to attend the meeting. Members of the Board are entitled to claim Meals and Allowance per the Federal (Canada Revenue Agency) Meals and Allowances Rates.

#### 5. Miscellaneous Expenses:

Incidental expenses incurred in the normal course of attending a meeting (e.g. taxi, parking, telephone charges, etc.) may be claimed. All receipts must be attached. ETSI-BC will not accept claims for fines or dues.

**Adopted and Updated:** April 30, 2021, June 24, 2022

Signed



**Sharon Shepherd**

*Signed on 2023-09-28 17:08:15 PDT*

Sharon Shepherd, Board Chair

## Angela Lund

---

**To:** Catherine Allaway  
**Subject:** RE: COMMISSION/COMMITTEE: 2025 Request for Appointments

**From:** Catherine Allaway <allaway@kaslo.ca>  
**Sent:** October 27, 2024 6:53 AM  
**To:** Angela Lund <ALund@rdck.bc.ca>  
**Cc:** Suzan Hewat <SHewat@rdck.bc.ca>  
**Subject:** Re: COMMISSION/COMMITTEE: 2025 Request for Appointments

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

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The Village of Kaslo Council adopted the following motion (#215/2024) at their 2024.10.22 Regular meeting:

THAT Rick Nay and Rob Lang be appointed as representatives of the Village of Kaslo on the Kaslo & Area D Economic Development Commission for a 2-year term ending December 31, 2026.

Moved, seconded and CARRIED.

Best,  
Catherine



*Catherine Allaway*  
Corporate Officer  
**Village of Kaslo**  
250-353-2311 x105

## Angela Lund

---

**To:** Jenna Chapman  
**Subject:** RE: Recreation No.6 Commission - New Denver Representative.

**From:** Ash Alam <[ash@newdenver.ca](mailto:ash@newdenver.ca)>  
**Sent:** October 21, 2024 4:11 PM  
**To:** Jenna Chapman <[JChapman@rdck.bc.ca](mailto:JChapman@rdck.bc.ca)>  
**Subject:** Recreation No.6 Commission - New Denver Representative.

You don't often get email from [ash@newdenver.ca](mailto:ash@newdenver.ca). [Learn why this is important](#)

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

Good afternoon, Jenna,

I trust all is well.

Council of the Village of New Denver recommended the following member for the RDCK Recreation No.6 Commission board member representing Village of New Denver.

Name: Heather Robertson



Thank you and have a wonderful day.

Cordially,

Md.Ashraf Alam, BBA,MBA,CMM,CLGM  
LGA,ECLG,NACLAA I & II, PCAMP,MSGov,NP,CSM  
**Chief Administrative Officer**  
New Denver  
PO BOX 40,115 Slocan Ave, New Denver, BC V0G 1S0

 [www.newdenver.ca](http://www.newdenver.ca)

 (250) 358-2316  (250) 358-7251



“The Village of New Denver- home of The Nikkei Internment Memorial Centre would like to acknowledge that the land on which we are standing is the traditional, ancestral and unceded territories of the Sinixt and by ancestral ties the Ktunaxa, Syilx and Secwepemc peoples, and is home to the Métis and many diverse Aboriginal persons whose historical relationship with the land continues today. We honour their connection to the land, Mountains and rivers and respect the importance of the environment to our strength as a community.”

« Le village de New Denver, siège du Nikkei Internment Memorial Center, tient à reconnaître que la terre sur laquelle nous nous trouvons est le territoire traditionnel, ancestral et non cédé des Sinixt et, par des liens ancestraux, des peuples Ktunaxa, Syilx et Secwepemc, et qu'elle est abrite les Métis et de nombreuses personnes autochtones diverses

dont la relation historique avec la terre se poursuit aujourd'hui. Nous honorons leur lien avec la terre, les montagnes et les rivières et respectons l'importance de l'environnement pour notre force en tant que communauté. »

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# Director's Report

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

**Report Date:** November 4, 2024

## Columbia Basin Regional Advisory Committee (CBRAC)

There have not been any CBRAC meetings since my last report. I do not see any in person dates for public engagement on the agreement in principle (AIP) but the website portal for engagement remains open. Go to “<https://engage.gov.bc.ca/columbiarivertreaty/info-sessions/>”.

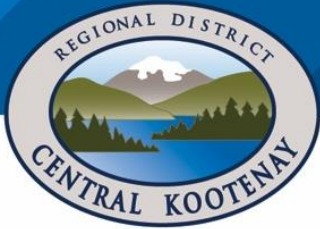
## Regional Connectivity Committee (RCC)

RCC met most recently on October 29<sup>th</sup>. We discussed how to provide input to a BC government request to the CRTC (Canadian Radio and Television Commission) for a “*Part 1 Application* – Application to disclose certain Annual Facilities Survey data”. This application, [8000-P114-202404929](https://www.crtc.gc.ca/eng/0000/p114/202404929.html), can be seen on the CRTC website if you search the CRTC site for “All Public Proceedings Open for Comment”. It is essentially a request to have the major telecom service providers release more granular information, whether in confidence to the provincial governments or to the public, on the level of service provided to various communities or regions. The current level of detail is across rather large areas, making it difficult to ascertain whether some of our communities should be eligible for funding to upgrade the local internet.

Our next scheduled RCC meeting will be December 4<sup>th</sup>.

**For more information**

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



**Garry Jackman**

Director of Electoral Area A – Wynndel/  
East Shore Kootenay Lake

November 4, 2024

FortisBC Request for Expression of Interest (“RFEOI”)  
Fortis Elec

Dear review staff:

**RE: Kootenay Community Geothermal Project – Letter of Support**

As Director on the RDCK Board for Area A – Wynndel/East Shore Kootenay Lake, I support the expression of interest by the Kootenay Community Geothermal Project to your call for lower carbon, renewable generation projects. The proponents of the Kootenay Community Geothermal project have completed several stages of technical evaluation of geothermal occurrences in the Kootenay Lake area with plans to complete final detailed field assessments (Phase Four) in 2024/25. Located within the Fortis service territory in proximity to Line 32, the project has the potential to help meet future energy and capacity requirements on your system according to the needs identified in the LTERP.

The area is recognized to have abnormally high geothermal heat flow. Geochemical analyses of several hot springs in the Kootenay Lake area indicate that at depths of 2–3 km, water temperatures may exceed 120°C (Grasby et al., 2000). Kootenay Lake is situated in a geographic area where several positive geothermal indicators, such as deep-seated faults and surface thermal expressions, are located, supporting the view that further investigations in the area are warranted. One objective of this work is to derive a predictive approach to target higher range geothermal resources (120-140°C) within the Kootenay Lake area. With sufficient financial backing, access of high range geothermal resources for generation of electricity could be realized.

This result would provide a valuable stimulus to the local economy increasing energy resilience for the region. In addition, the methodology developed through this project could be applied to investigations of geothermal potential at other ‘hot spots’ with our region.

If you have any questions or want further information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Garry Jackman".

Garry Jackman  
RDCK Director Area A – Wynndel/East Shore Kootenay Lake

cc:

Angela Lund – RDCK Deputy Corporate Officer

Gina Medhurst – Chair, Area A Economic Development Commission

Gord MacMahon, BSc, MA, PGeol. - Project Lead, Kootenay Geothermal Project

Garry Sly, ED - South Kootenay Lake Community Services Society



Dear Nathan,

I am writing to express my full support for the Creston Valley Minor Baseball Association's application to the Jays Care Foundation's Field of Dreams program. This grant represents a crucial opportunity for our community to upgrade our baseball fields to meet the required safety standards, a need that we discussed during both the Association's AGM and our recent district meeting.

**Electoral Area B** includes communities within the Creston Valley including - Canyon, Erickson, Lister, Huscroft, Rykerts, Arrow Creek, Yahk, Goatfell, Kingsgate, Kitchener, Glenlily, Goat River Bottom, Lower Kootenay Band in which approximately 4800 people reside.

The Regional District of Central Kootenay was incorporated in 1965 and is a local government that serves an estimated population of 60,000 residents. Our region consists of 11 electoral areas and nine member municipalities. The mission of the Regional District of Central Kootenay is to provide area residents and communities with services, governance and representation in a manner that supports the economic, social and environmental goals of the region.

It is clear that this project is essential, not only for improving the safety and functionality of our local playing fields but also for fostering a positive environment where our youth can thrive. Safe, well-maintained facilities are the foundation of a healthy sports program, and receiving this grant would have a transformative impact on our community.

Creston Valley Minor Baseball is an organization that embodies the values of teamwork, perseverance, and community involvement. I wholeheartedly support this initiative and believe it aligns with the goals of the Jays Care Foundation to provide safe and inclusive environments for youth sports.

I hope this letter helps strengthen your application, and I wish you every success in securing the funding.

Please do not hesitate to contact me if further support or information is required.

Sincerely,

Roger Tierney

A handwritten signature in cursive script that reads "Roger Tierney".





**Cheryl Graham**  
Director of Electoral Area E

File No. BRC Redip

Oct 31, 2024

REDIP Grant Program

To Whom It May Concern.

I am pleased to write this letter in support for the Balfour Recreation Commission to the REDIP Grant Program for their comprehensive upgrade to their maintenance yard. I am the Area Director for Electoral Area E, which is where the Balfour Recreation Commission owns and operates several community facilities including the Balfour Golf Course, Balfour Hall, Balfour Gym & Playing Field and Balfour Soccer Hall / Community Space.

The vision of this potential project is to expand service bays and construct a new storage facility using four 40' sea containers with a covered 40' span between them. This upgrade will enhance their ability to maintain equipment and facilities which are essential for the operations and future expansions for the Balfour Recreation Commission.

This upgrade aligns with the Balfour Recreation Commission's long term goal to extend offerings and develop year round activities for both residents and tourists.

I believe this project, if successful, will strengthen their capacity to serve the community and support local tourism by ensuring the Balfour Recreation Commission's equipment and infrastructure can meet increasing demands.

If you have any questions, please call or email.

Sincerely,

A handwritten signature in blue ink that reads "Cheryl Graham".

Cheryl Graham  
Director, RDCK Electoral Area E

cc. RDCK Board of Directors



# Director's Report

Aidan McLaren-Caux – Village of Nakusp

**Report Date:** November 16<sup>th</sup>, 2024

*Reporting on activities from October 10<sup>th</sup> to November 4<sup>th</sup>, 2024*

## Director's Activities

### Village Council

- October 10<sup>th</sup>, attended **Kalen Academy** – *Online Global Summit 2024 – Tackling Toxicity, Cultivating Civility*
  - <https://www.dianekalensukra.com/academy>

*Be Civil. Be an Upstander.*

- KEYNOTE: Mayor Ron Nirenberg, City of San Antonio, Texas, USA
- Ron Holifield, CEO, Strategic Government Resources, USA

*Build trust through civility. Courage in leadership (hold others accountable). Servant leadership (long-term communal benefits over short-term personal gains).*

*Assess Culture Risk. Measure Well-Being.*

- Hannah Philips, Consultant, The Jo Cox Foundation, UK
- Fabian Dattner, CEO, Dattner Group, Australia

*The pervasiveness of toxicity (impact on underrepresented). Negative impact on democracy (transparency, participation). Collaborative solutions lead to actionable recommendations.*

*Importance of culture diagnosis (know your culture). Leverage collective wisdom of the community. Relational education as cultural foundation.*

*Form Civility Circles.*

- Mayor Leonard Krog, City of Nanaimo, Canada
  - Erica L. Manuel, CEO/Executive Director, Institute for Local Government, USA
- Central importance of service to the community. Restoring trust through civility. Leadership during crisis fosters unity.*

*Self-awareness as a foundation for civility. The Power of the Pause. Intentional inclusivity.*

*Prioritize Civic Education & Training*

- Todd Glover, Executive Director, Municipal Association of South Carolina, USA
- Thomas E. Brymer, Author & Civic Literacy Advocate, USA

*Civility is a core value of governance. Engagement with education sectors vital. Leaders need ongoing practical training. Lack of civic literacy undermines sustainability of democracy. Civic education needs re-tooling. Build trust through engagement.*

*Love Your Neighbour*

- Mayor Jenna Davey-Burns, City of Kingston, Australia
- KEYNOTE: Mayor Scott Gillingham, City of Winnipeg, Canada

*People-centered decision making. Kindness as a leadership principle. Empowering women and diverse voices.*

*Build trust with the truth. Collaboration across difference. Compassionate leadership serves all.*

HOST: **Diane Kalen-Sukra**, author, speaker, culture transformation consultant, Canada [Founder, Kalen Academy]

HOST: **Chris Eddy**, consultant, presenter, podcaster, Australia

Podcasts and resources of note:

<https://www.buzzsprout.com/1726495/episodes/14536132-roundup-unfiltered-diane-kalen-sukra>

<https://cultivatingcivility.buzzsprout.com/>

<https://www.ca-ilg.org/inclusive-public-engagement>

<https://www.masc.sc/civility-initiative>



- October 16<sup>th</sup>, attended regular *Council Meeting*
- October 19<sup>th</sup>, attended **Community To Community (C2C) Forum Sinixt of the Confederated Tribes of the Colville Reservation and the Village of Nakusp**
  - Welcome message from the Mayor and breakfast.
  - Discussion and learning opportunities about the organization structure of the Village of Nakusp and the Sinixt of the Confederated Tribes of the Colville Reservation.
  - What does reconciliation mean to the Sinixt? How can the Village be a supporting partner and advocate?
  - Sinixt priorities in the Arrow Lakes Region, current projects and plans for the future. Nakusp Council's strategic priorities, overview of current projects, and outlook for the future.
  - On what topics should the Village engage and/or collaborate with the Sinixt? What is the preferred process for engaging/consulting with the Sinixt?
  - Bus-assisted walking tour of select Village facilities.
  - Reconvene for Dinner at the Lodge at Arrow Lakes.
  - We had a fascinating, educational, sometimes somber and often hilarious day with members of the Sinixt and Confederated Tribes of the Colville Reservation. It is a continuing honour to be a part of this developing relationship.
- October 20-23<sup>rd</sup>, attended the *BC Economic Development Association's Economic Development Leadership Learning Exchange*
  - This attendance was for my "day-job", but I wanted to note that economic developers across the province are also feeling the strain of downloaded responsibilities from the provincial government, namely housing, child care, mental health challenges, etc.
- October 28<sup>th</sup>, attended regular *Council Meeting*

### **Association of Kootenay & Boundary Local Governments (AKBLG)**

- October 13<sup>th</sup>, attended online Convention Committee meeting.
- Next board meeting, November 7<sup>th</sup>.

### **Regional District of Central Kootenay (RDCK) as municipal director**

- October 17<sup>th</sup>, attended in-person **Board Meeting** in Nelson
  - Agenda for the meeting can be found here: <https://www.rdck.ca/EN/main/government/meetings-agendas-minutes.html>
  - See Board Highlights for general information

- October 30<sup>th</sup>, attended online **All Recreation Committee Meeting**
  - Agenda for the meeting can be found here:  
<https://www.rdck.ca/EN/meta/events/events-list/meetings/all-recreation-committee-meeting-14.html>

## RDCK Appointments

- **Central Kootenay Food Policy Council (CKFPC)**
  - <https://ckfoodpolicy.ca/>
  - October 24-26<sup>th</sup>, attended CKFPC-sponsored event in Nakusp, **Food and Basin Buyers' Expo**
    - <https://basinfood.ca/>
    - This was a phenomenal event for our community, showcasing producers and growers from both our area and across the Columbia basin. It was a three day event that included workshops, a trade show, retail market, social events, and a locally made and supplied (and delicious!) dinner.
- **Columbia River Treaty Local Governments Committee (CRTLGC)**
  - <https://www.crtlgc.ca/>
  - *Reminder that committee topics are confidential, as they pertain to international treaty negotiations. The Province of BC and the Government of Canada periodically release statements regarding the progress of the discussions between Canada and the United States.*
  - November 4<sup>th</sup>, attended online committee meeting.
- **Regional Innovation Chair in Regional Economic Development Regional Advisory Committee (RIC-RED-RAC)**
  - October 22<sup>nd</sup>, missed online meeting due to attendance at a work course in Nanaimo.
    - Director Popoff was kind enough to represent RDCK in my absence.
- **Economic Trust of the Southern Interior (ETSI-BC) – Regional Advisory Committee (RAC)**
  - Next meeting, November 29<sup>th</sup>.

October 15, 2024

To RDCK

From: Dr. Rachel Holt, independent ecologist.

I recommend that RDCK not sign on to the Resource Works letter.

I would like to provide some context for my recommendation.

I am based in Nelson and area for the last 25 years and have worked in forest policy issues in BC for this time. I work as an independent ecologist, specialising in forest and land policy issues. I have been vice-chair of the provincial government's 'watchdog' the Forest Practices Board for 6 years, and was assigned to the Minister's Technical Advisory Panel on old growth in 2021. I work with many First Nations around the province as they work towards land and economic reconciliation.

There is no doubt that the forest industry in BC is in crisis – the number of workers has declined precipitously over the last two decades, as has available timber supply. The industry has been consolidated from the very many small mills 20 years ago into tenure held by 9 major companies that have moved from creating speciality products into trying to compete in a high-volume market. These strategies were all put in place in the late 1990s / early 2000s when appurtenancy (the requirement to mill wood locally) was taken away by the liberal government of the day, and when professional reliance was put in place over specific stewardship standards. At that time it was mandated that stewardship and other values could not 'unduly impact timber supply,' so many basic policies were not implemented as intended. The Kootenay Boundary Land Use Plan requirements to protect minimal levels of old forest have not been implemented in our region as demonstrated by the province's own report from 2018<sup>1</sup> that highlighted that less than 20% of the Old Growth Management Areas here in the Kootenays are comprised of old forest. Old forest outside these 'old forest protection areas' is harvested while younger forest is maintained in these zones, contrary to the intent of the policy. This type of stewardship gap was highlighted in the 2020 Old Growth Strategic Review (OGSR) report that was commissioned by the province and fulfilled by two senior foresters – who recommended that BC needed a fundamental change in how the forest and its resources are viewed. They specifically noted that traditional management – seeing the forest primarily as timber volume, has failed the

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<sup>1</sup> Mackillop et al. 2018. Province of BC.

industry, stewardship, communities, and First Nations. They recommended a ‘paradigm shift’ – viewing the forest as something that maintains human communities, wellbeing, and nature, with timber volume being only one of those values.

The provincial government signed on to the recommendations of the OGSR and is in the process of implementing them. A key part of that strategy is to promote a change from the large industry volume-based approach of the last 20 years to a value-added and community focused industry. This shift acknowledges the significant drop in timber supply that is currently available.

And to be clear, this drop in timber supply has been predictable – I am attaching a briefing note that provides some background information on this that I wrote for the provincial government. The timber supply issue is not a crisis – because that would suggest the lack of fiber is a surprise. For certain, the broader provincial issues have been exacerbated by both Mountain Pine Beetle, and fires, but this drop has been (or at least should have been) anticipated and managed for, for the last two decades.

Our region has one of the more diversified industries in BC – and I wholly support the work of Kalesnikoff and others in leading the path towards a real value-added future. However, this cannot be at the expense of stewardship, water supplies, wildlife habitat and wildfire resiliency. We must develop an industry that works in alignment with all these goals not against them.

If the RDCK is to weigh in on this issue, I would recommend writing a letter in support of a more diversified future, one that does not continue to put timber first over all other values. The Resource Works approach does not advocate for this – but more generically puts industry first, rather than jobs, community values and stewardship.

If you have any additional questions, I would be pleased to answer them to the best of my knowledge,

With regards, Rachel Holt..

Dr Rachel Holt

1366 Ash Street, Nelson, BC, V1L 2J3.

## TIMBER SUPPLY, THE FALLDOWN AND OLD GROWTH.

### ISSUE:

- Changing the forest management paradigm from the current timber prioritisation to one that prioritises ecosystem health will reduce harvest levels, in order to maintain ecological and cultural values.
- Today, although no forest management policy has yet changed to maintain ecosystem health, the available timber / fiber supply is already dropping.
- The lack of ‘fiber-flow’ or ‘timber supply’ in BC, is creating social and environmental challenges.
- Understanding how we got into this fiber-flow situation is a pre-requisite for identifying how to both prioritise ecosystem health and develop a vibrant forest economy for tomorrow.

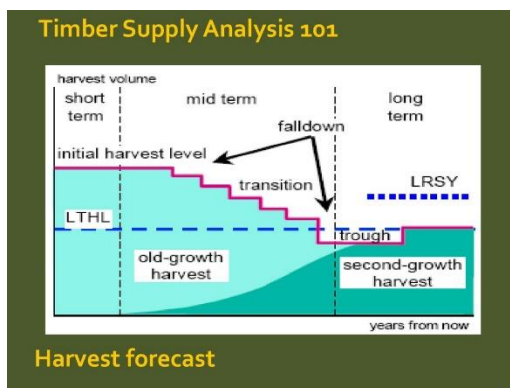
### QN: IS THE CURRENT FIBRE-FLOW “CRISIS” A SURPRISE?

ANSWER: NO. IT HAS BEEN UNDERSTOOD AS A VERY LIKELY OUTCOME FOR AT LEAST 50 YEARS.

*British Columbians began to realize that the transition from first growth to second growth logging would be accompanied by a “falldown” in timber supply, a drop made inevitable by the fact that the second growth forests generally do not produce the volumes of timber found in first growth stands. By 1980, pessimistic projections about the scope of the falldown phenomenon had begun to receive official endorsement and implications, with the Ministry of Forests predicting that wood supply falldowns would begin within five to twenty years in at least one TSA in every region ...*

*From Wilson, 1987. <sup>1</sup>*

## THE FALLDOWN



The ‘falldown’ is the drop in timber volume that occurs moving from high volume old growth stands to lower volume second growth stands. This image was shown in a presentation given by the Ministry of Forests in 2016 to Prince George City Council<sup>2</sup>.


<sup>1</sup> <https://doi.org/10.14288/bcs.v0i76.1275>

<sup>2</sup> Source: <https://slideplayer.com/slide/14661406/>



In 2003, then Chief Forester of the Province Larry Pedersen gave the UBC Faculty of Forestry Jubilee Lecture – entitled: Allowable Annual Cuts in BC – The Agony and the Ecstasy<sup>3</sup>. Slides from Mr Pederson’s talk are shown below with yellow backgrounds.

Commitment to Sustained Yield



*‘...regulate the annual timber cut so that there will be an assured never-decreasing harvest for all time. This is the “sustained yield” policy.’*


1973 BC Forest Service Brochure

10

In his talk, 20 years ago, Mr Pedersen outlines the history of forest policy, and its concern with long-term sustainability. He notes that in 1973, the BC Forest Service published a pamphlet on sustained yield identifying the commitment to:  
*‘regulate the annual timber cut so that there is an assured never-decreasing harvest for all time’.*

Yet the falldown was already known. In 2003, Chief Forester Mr Pederson expressed the optimism (over-optimism?) of the Ministry of Forests that this short-fall in volume (the falldown) may not occur **if** new forests were more productive than old forests, **if** utilization of wood increased (less waste), and **if** the rotation length was shortened (basically assuming we could keep harvesting now, because more wood would come online later – the allowable cut effect).

‘Fall-down’ Phenomena




*‘... because of the present preponderance of high-volume old-growth stands that have grown much longer than the rotation periods planned for subsequent crops. Once these are depleted and replaced by new crops, the calculated allowable cut must fall to be consistent with growth.’*

1976 Pearse Commission

11

Pearse’s Conclusions



*Allowable cuts should not be set immediately at long-term sustainable levels, but should take advantage of the higher harvest rates possible in high-volume old-growth forests.*

12

In 1976, the Pearse Report described the “falldown phenomenon”,<sup>4</sup> yet chose to recommend continuing with the current high level of harvest designed with the explicit intent of “*liquidation of the old-growth stock*”. The report argued that reducing the cut immediately to avoid a future decline would “*simply shift these costs from the distant and uncertain future to the present*”.

**Unfortunately, today we find ourselves in that “distant future”, facing all the costs.**

<sup>3</sup> <https://veridianecological.files.wordpress.com/2024/04/the-agony-and-the-ecstasy-by-larry-pederson-chief-forester-2003.pdf> Yellow slides are from Mr Pederson’s lecture.

<sup>4</sup> Pearse PH 1976. Report of the Royal Commission on Forest Resources p.227. <https://a100.gov.bc.ca/pub/eirs/finishDownloadDocument.do?subdocumentId=1173>

For the last four decades, many people have argued in the TSR process that *assuming* these hopeful outcomes will materialize before *realizing* them, and continuing to harvest at the high rate available from old growth was a risky strategy.

*Akin to: Eating your cake today, before knowing for sure if there is more cake for tomorrow.*

Note that we are focused here on management decisions around economics and timber supply and not ecological or cultural values. Many people have also pointed out that liquidation of all the remaining productive globally rare old growth is a poor ecological choice. Systematic over-optimism from provincial decision-makers, combined with old growth liquidation has been a poor choice for the economy, jobs and workers, and has had extremely significant ecological and cultural impacts (as outlined in the OGSR<sup>5</sup> report, resulting in the call for a forest management paradigm shift).

Remember that during this period, basically no policies were in place to maintain environmental or cultural values.



Photo: Coastal Temperate Rainforest adjacent to Clayoquot Sound in the 1980s.

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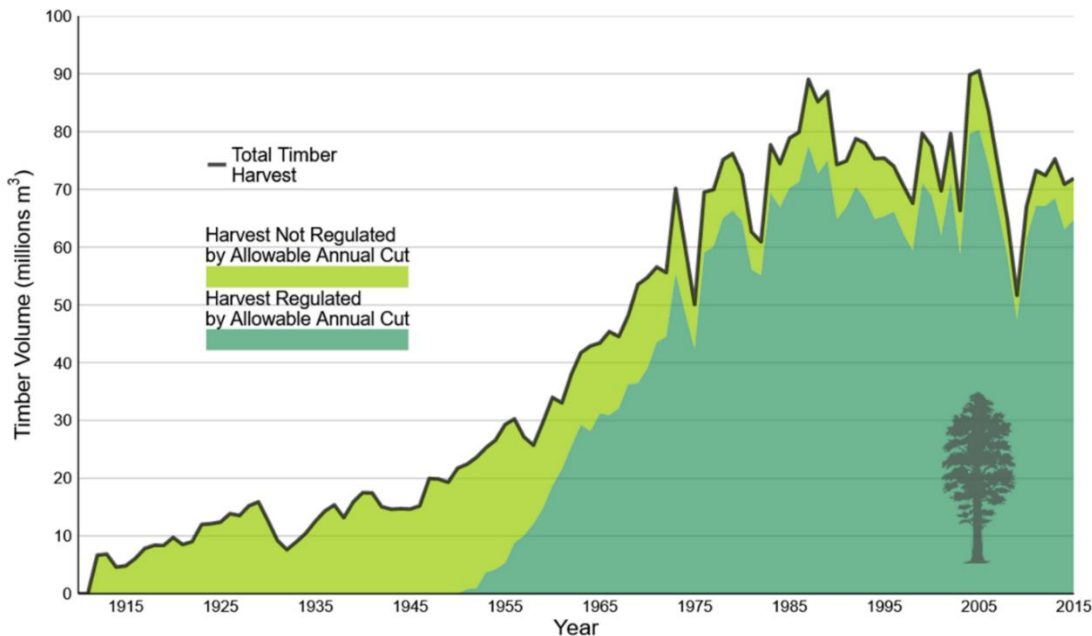
<sup>5</sup> Gorley and Merkel. 2020. A new future for old forests.

**QN: HOW HAVE POLICIES INTENDED TO MAINTAIN ECOLOGICAL VALUES IMPACTED TIMBER HARVEST?**

**ANSWER: THEY GENERALLY HAVE NOT.**

Since the 1990s, concern has been constantly raised that ecological values were being significantly degraded in BC's forests. Significant effort has been taken to create environmental change, including measures for Clayoquot Sound (1993), Forest Practices Code (1995), Great Bear Rainforest (between 2001 – 2014), provincial concerns about caribou, marbled murrelet, goshawks, the CORE process identifying parks and protected areas in the 1990s, plus inclusion of First Nation interests – all have occurred during the last 40 years.

The Province's State of Environment reporting summarises actual harvest levels over the last century (last updated by the province in 2015).

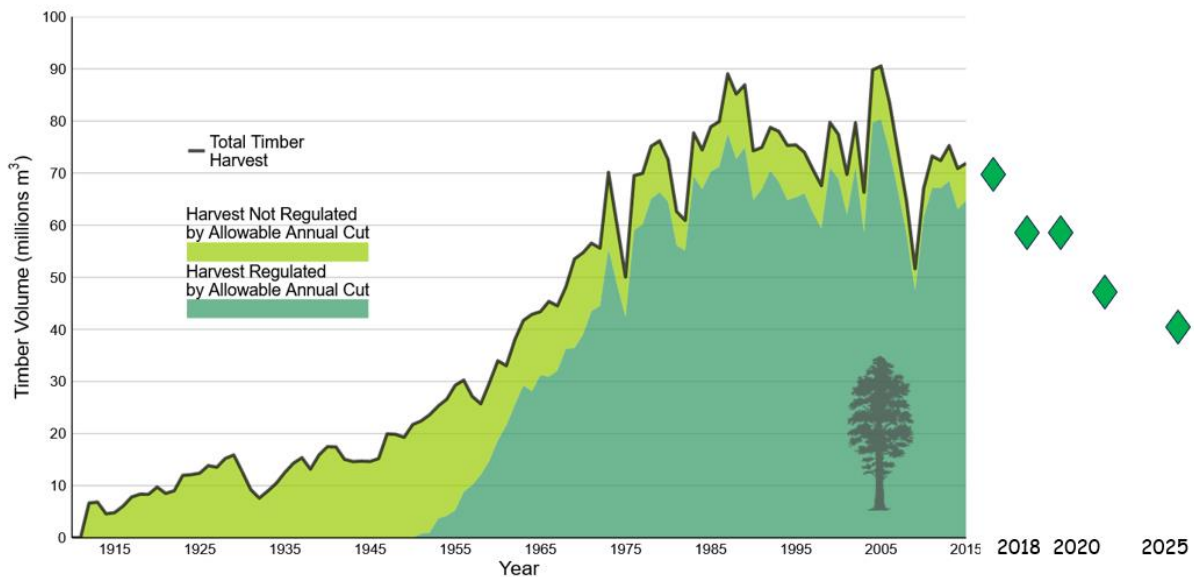


It is clear that, despite all this process - the actual harvest level has stayed high at between 70 – 90 million m<sup>3</sup>/ year, with fluctuations driven by ‘unexpected’ events (e.g. the mountain pine beetle uplift in early 2000s, and global economy downturn around 2008). A combination of continued positive assumptions in the timber supply analysis itself, failure to acknowledge and plan for the ‘unexpected’ events that always occur, combined with the timber supply caps<sup>6</sup> have allowed ongoing high levels of harvest to continue. Today, although the ‘without unduly impacting the timber supply of the province’ clause has

<sup>6</sup> The timber caps of 4.1% and 1% associated with ‘without unduly impacting the timber supply of the province’ have prevented the strategies intended to maintain broad values (old growth and identified wildlife) from having any significant protection of productive forest, and so little effective influence on ecological outcomes across the province.

recently been removed, the default targets for old forest protection remain the same. And no ecological protection policies have yet changed since the current NDP came to power<sup>7</sup>.

Adding in the last few years of harvest to the provincial graphic (below) demonstrates the precipitous declines that have occurred in the last few years<sup>8</sup>. Today in 2023, the current harvest level has dropped to around 45 million m<sup>3</sup>, only 3 years after harvest level being at 72 million m<sup>3</sup>. The mountain pine beetle effects (MPB) have exacerbated the trend, yet even in that case, the failure to implement basic policies to reduce the negative effects of the MPB on both timber supply and conservation values were not implemented. A chief forester policy to implement a landscape level ‘conservation uplift’ to match the AAC uplift was not implemented by industry and not enforced by the ministry<sup>9</sup>, leading to the devastated landscape of the central interior today, with destroyed moose habitat and significant additional wildlife and hydrology implications, including increased susceptibility to flooding and wildfire.



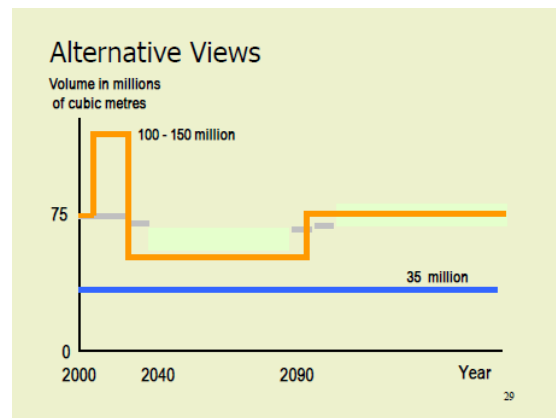
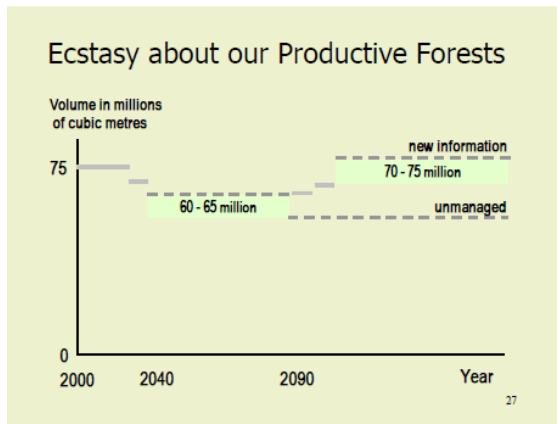
And, today, the Ministry of Forests is suggesting the actual long term harvest level may be around 35 million m<sup>3</sup>.

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<sup>7</sup> The old growth deferrals are temporary and do not represent a long-term policy change, or protection for old growth. Many potential changes are promised through the Biodiversity and Ecosystem Health Framework and other changes. They do not yet exist in the real world of the forest.

<sup>8</sup> Based on data from state of the forests from [for.gov.bc.ca](http://for.gov.bc.ca)

<sup>9</sup> Personal observation, and <https://www.bcfpb.ca/wp-content/uploads/2016/04/SR35-Salvage-Logging.pdf>



The Chief Forester Mr Pederson in 2003 summed it up as he said:

*In an ‘ecstasy version of the future, the harvest level would be maintained, and even increased into the future (LEFT). In the ‘alternative’ view, if all the mitigating factors did not occur, the long-term harvest level would end up closer to 35 million m<sup>3</sup>/ year (RIGHT).*

Chief Forester Mr Pederson showed on his slide in 2003, that a potential option of long-term harvest level was perhaps around 35 million m<sup>3</sup>. This is very similar to the current situation that BC is facing today.

Conclusion: The Agony version of reality has come true, but should not be a surprise. The current timber supply “crisis” has been foretold by senior government for five decades. HOPING that current harvest levels could be maintained has not worked. There have been many opportunities to reverse the approach recommended by Pearse that have not been taken. Moving forward, embracing a more realistic approach must be an important component of the future forest industry in BC.

Key Recommendations include:

- Message clearly that the current timber supply concerns are a direct result of past planning and policy;
- Overhaul the TSR process to ensure a more realistic approach;
- Direct the Chief Forester, and other decision-makers, to ensure that decisions prioritise ecological values, and take a lower risk approach when interpreting information;
- Direct a significant portion of remaining available fiber on the landscape towards true value-added<sup>10</sup> to build the new BC industry (e.g., direct a 25-35% of harvest<sup>11</sup> volume to value-added);

<sup>10</sup> Pellets are currently considered a value-added product by BC. Ensure value-added strategies prioritise products that create jobs and do not undermine ecological priorities.

<sup>11</sup> The direction to focus a small percent of volume from BCTS to value-added is a start, but is a tiny portion of what is needed. Volume from major companies must be also directed to get real volume available.

- Close loopholes in existing legislation intended to keep fiber in BC but that continue to allow export of rough sawn lumber with no taxes paid<sup>12</sup>;
- Plan longer rotations especially in wetter forests to provide the more volume and increased lumber quality, while prolonging ecological health and resilience;
- Ensure that forest policy does not destroy jobs in other sectors (e.g., fisheries and tourism);
- Use restoration funding to support the transition, provide jobs and restore lost values;
- Ensure funding and opportunity is available for First Nations to tread a different path than the failed industrial model. No conservation financing is yet available to those on the ground looking for solutions;
- Acknowledge and plan for the increased pressures on the forest caused by climate change; including planning to continue to retain existing large carbon stores in BC's forests, and factoring in management practices that build resilience to projected risks from wildfire, insects and disease and extreme weather events.



The reality of the fall-down, combined with the old growth liquidation policy is stark on the ground. And the ecological impacts of over-harvest in the short-term have been devastating for many values.

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<sup>12</sup> Products shipped more than 3000 miles are STILL exempt from fees, even after other changes to this Manufactured Forest Products Regulation. Why? [https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/forestry/log-exports/manufactured-forest-products-regulation/mfpr\\_qa\\_january\\_26\\_2024.pdf](https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/forestry/log-exports/manufactured-forest-products-regulation/mfpr_qa_january_26_2024.pdf)

## Angela Lund

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**To:** Jeremy Van Walsh  
**Subject:** RE: Letter of Support for AntMind Energy's Gasification Facility

**From:** Jeremy Van Walsh <jvanwalsh@AntMind.io>  
**Sent:** October 22, 2024 6:26 AM  
**To:** Angela Lund <ALund@rdck.bc.ca>  
**Cc:** Paris Marshall Smith <PMarshallSmith@rdck.bc.ca>  
**Subject:** Letter of Support for AntMind Energy's Gasification Facility

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

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Dear Angela,

I hope this message finds you well. Attached to this email is a formal letter requesting support from the RDCK for AntMind Energy's proposed gasification facility in the West Kootenay region. Our project aims to convert wood waste into green hydrogen and ammonia while capturing CO<sub>2</sub>, providing significant environmental and economic benefits for the region.

We kindly ask for a letter of support from the RDCK, which will help us secure crucial funding for the project. If possible, we would also appreciate the opportunity to present the project to the RDCK Board at an upcoming meeting.

Please feel free to reach out if you have any questions or require additional information.

Thank you for your consideration.

Best regards,  
Jeremy Van Walsh  
[jvanwalsh@antmind.io](mailto:jvanwalsh@antmind.io)  
250-777-3711

antmind.io



# ANTAMIND

The Energy Evolution





**RDCK Board of Directors**

Regional District of Central Kootenay  
202 Lakeside Drive  
Nelson, BC

**RE: Letter of Support for AntMind Energy’s Gasification Facility**

Dear Central Kootenay Regional District Board Members,

I am writing on behalf of AntMind Energy to request your support for our innovative project that aligns closely with the sustainability and clean energy goals of the Regional District of Central Kootenay (RDCK). We are seeking a letter of support for our proposal to establish a gasification facility in the West Kootenay region, a project that will play a pivotal role in advancing both local and provincial clean energy objectives.

AntMind Energy’s gasification process converts wood waste from the forestry sector into green hydrogen and green ammonia, while capturing and sequestering carbon dioxide (CO<sub>2</sub>). This project is not only an essential step toward BC’s clean energy future but also contributes to the circular economy and job creation within our local communities. By utilizing forestry residues that would otherwise be discarded, AntMind Energy is addressing both a waste management issue and a need for renewable energy production.

**Key Benefits of the Project:**

- **Emission Reduction:** The project will sequester over 6,900 tons of CO<sub>2</sub> annually, significantly contributing to the province’s net-zero emissions targets.
- **Hydrogen Production:** Our facility will generate 2,000 kg of green hydrogen daily, a vital resource for hard-to-decarbonize sectors such as transportation and heavy industry.
- **Economic Growth:** The project will create at least 10 full-time jobs, contributing to sustainable economic development in the West Kootenays by supporting local sawmills and stimulating the forestry sector.
- **Sustainability:** By transforming 30 tons of wood waste daily, AntMind Energy is tackling the challenges of waste and emissions in a way that benefits both the environment and the economy.

With the RDCK’s letter of support, AntMind Energy will be better positioned to secure the funding needed for our early-stage project activities, including Front-End Engineering Design (FEED) and preliminary construction. This endorsement will demonstrate local government support for sustainable, job-creating initiatives in the

Central Kootenay region and showcase the RDCK as a leader in promoting clean energy solutions.

We would greatly appreciate the opportunity to present to the RDCK Board at an upcoming meeting, where we can provide more details about the project and its benefits for the community.

Thank you for considering this request. We look forward to collaborating with you to advance clean energy in the Central Kootenay region.

Sincerely,  
Jeremy Van Walsh  
Founder & CEO, AntMind Energy

## Angela Lund

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**From:** Tracey Harvey <tharvey@selkirk.ca>  
**Sent:** October 31, 2024 11:25 AM  
**To:** Tracey Harvey  
**Subject:** 3-year regional cannabis economic development project partner follow-up + communication plan  
**Attachments:** ProjectPlanVisual\_ExploringProgressiveSolutions\_2.png

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

Hi everyone,

Thank you, again, for supporting the newly funded 3-year regional cannabis economic development project entitled *Exploring Progressive Solutions: Innovating within the Regional Cannabis Sector*. As a project partner, I wanted to follow up with you on where we are with the project, and how you can potentially get involved.

First, we have established our **Advisory Committee**! As outlined in the attached project plan, Advisory members will take a higher-level role to help advise the overall direction of this project. Our Advisory has representatives from both the RDKB and the RDCK, who are producers, processors and retailers, from small scale to large. Additionally, we have an academic powerhouse and an important academic-industry liaison on our Advisory. Advisory members are listed on our evolving project website: <https://selkirk.ca/about-selkirk/selkirk-innovates/social-innovation/innovating-within-regional-cannabis-sector> (please note that information will be added to the site as it generates).

Second, we would like to know how/if you would like to be involved in this project - please take a peek at the attached project plan and **let me know if there is a Working Group (bolded yellow or purple box) that you wish to participate** in; Working Groups are key ways to help direct pieces of the project that resonate with you! I anticipate Working Groups will require **4 hours of time per month** (or less if that is what you can offer). We will plan virtual meetings as needed and primarily rely on email communication.

- Please note that the first Pilot Project around marketing and branding the regional cannabis sector was identified at an initial brainstorming meeting held in the summer that was validated by about a dozen one-on-one conversations with folks outside that group. On the note of participating on Working Groups, I will also be extending an invitation to participate in these groups beyond this list of formally recognized Project Partners (who are also listed on our draft project website).

Third, we are working to hire a community researcher who will lead key components of this project, as well as an Indigenous Engagement Specialist who will lead the stand alone, parallel to the main project, Indigenous engagement component.

Fourth, I would like to keep project partners up to date with periodic communication via emails like this. Please let me know if you wish to opt out of these emails, or if another member of your organization should be included instead of/as well as yourself. Please note that people opting to participate on a Working Group will receive separate communication specific to that group.

Fifth, I wanted to share a link to an article I wrote that was recently published, entitled *Unheard and Overlooked: The Impact of Cannabis Legalization Policies on Kootenay Communities*:

<https://journals.brandonu.ca/jrcd/article/view/2370>. Feel free to reach out with any feedback/discussion you may have on this.

That's it for now. Please let me know if you wish to chat one-on-one about the status of the project, any of the Working Groups, or any other aspect of this project and we will make that happen.

Tracey

Tracey Harvey, MSc GIS, PhD (she/her)

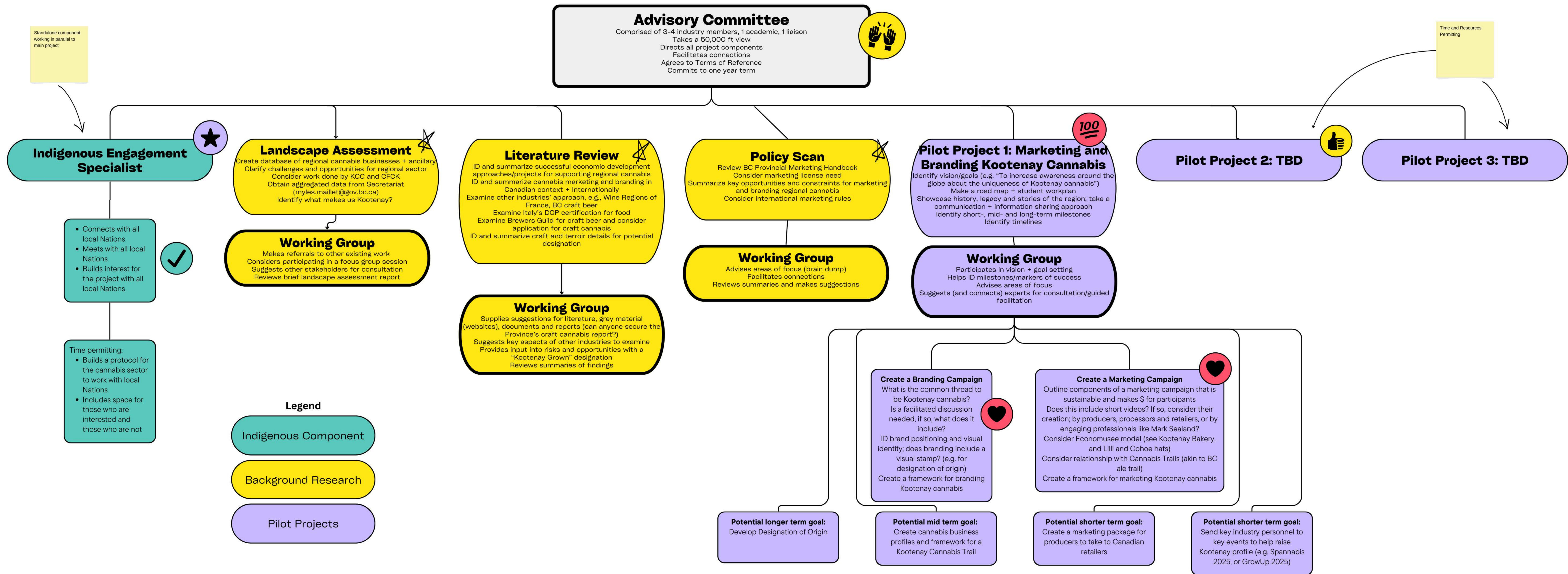
**Instructor & Researcher** Selkirk College, West Kootenay & Boundary Region  
t: 250.304.6522 or 1.866.301.6601; ext. 16522 | e:tharvey@selkirk.ca w: selkirk.ca

**Together we build remarkable futures.**

*Selkirk College acknowledges the traditional territories of the Sinixt (Lakes), the Syilx (Okanagan), the Ktunaxa, and the Secwépemc (Shuswap) peoples.*

# Exploring Progressive Solutions Project Plan

Overarching goal: To better understand the barriers and opportunities in developing the regional cannabis sector and to co-design, co-pilot and co-evaluate viable action plans generated by diverse stakeholders





October 21, 2024

File: 0280-30

Ref: 203274

Aimee Watson, Chair  
Regional District of Central Kootenay  
2020 Lakeside Dr  
Nelson, BC V1L 5R4  
[awatson@rdck.bc.ca](mailto:awatson@rdck.bc.ca)

Dear Chair Watson et al:

I would like to thank you for meeting with the Ministry of Agriculture and Food's executive team during this year's Union of British Columbia Municipalities Annual Convention. I am pleased that our governments had the chance to connect in person.

During our meeting we discussed your request for a review of the Agriculture Land Reserve (ALR). We acknowledge the District's concerns regarding its housing supply and the ALR and appreciate the challenges municipalities have faced with respect to housing and creating affordable solutions for residents. Staff at the Ministry of Agriculture and Food are available to speak with District staff about the tools available to you to achieve these goals. The Province is working diligently to address B.C.'s housing shortage, while also recognizing that development creates competing interests for land use.

Thank you again for the meeting. We look forward to continuing to work with the Regional District of Central Kootenay in the future.

Sincerely,

Peter Pokorny  
Deputy Minister

cc: Kim Grout, Chief Executive Officer, Agricultural Land Commission  
Eric Kristianson, Assistant Deputy Minister, Ministry of Agriculture and Food



Reference: 412296

*October 22, 2024*

Aimee Watson, Chair  
and Directors  
Regional District of Central Kootenay  
PO Box 590  
Nelson BC V1L 5R4

Sent via email: [awatson@rdck.bc.ca](mailto:awatson@rdck.bc.ca)

Dear Chair Watson and Directors:

Thank you for your letter of August 20, 2024, addressed to the Minister of Environment and Climate Change Strategy, regarding Extended Producer Responsibility (EPR) programs in the Regional District of Central Kootenay (RDCK).

I would also like to take this opportunity to acknowledge the meeting with the Minister and representatives from the RDCK at the 2024 Union of British Columbia Municipalities (UBCM) Convention. As you know, the annual UBCM Convention offers an important opportunity for local governments to have conversations and outline priorities with the provincial government. These meetings help to inform ministries on issues that matter most to British Columbians. The ministry looks forward to continuing to work closely with you in the future.

I recognize the challenges local governments face in achieving ambitious waste reduction goals and the important contribution from B.C.'s EPR system in achieving those goals. I commend the RDCK and its member municipalities' commitment to waste diversion and recycling. The input that we have received from the RDCK is valuable. I would like to thank you for taking the time to outline the issues you have been experiencing with B.C.'s EPR programs, including producers paying the costs, accessibility in rural areas, EPR program updates, ICI recycling and future regulated products.

...2

### EPR Agency Program Operations

I appreciate that you have concerns with several EPR agencies, regarding accessibility, producers paying the costs and updates to service agreements. The role of the ministry is to review and approve EPR plans, and to monitor industry's performance in accordance with the approved plan. The Recycle BC plan is currently with the ministry for review, and proposed changes to the plan are being carefully evaluated.

With respect to contractual negotiations between EPR agencies and their service providers, these generally do not fall under the purview of the ministry. I encourage you to discuss your concerns directly with the respective EPR agencies. If these concerns are not adequately addressed, the RDCK can refer to the dispute resolution procedures outlined in each agency's EPR plan.

Regarding your challenges with accessibility, the ministry is aware of challenges related to recycling in communities that do not have access to recycling services. The ministry also reviews the accessibility of each EPR program as part of an EPR plan submission and expects EPR programs to demonstrate continuous improvement in this area. The ministry strongly encourages local governments and all interested parties to partake and provide feedback in consultations of EPR programs as the feedback is an important part of the package that the ministry reviews in a revised plan.

### Industrial, Commercial and Institutional Packaging Waste

As you know, the ministry released a discussion paper on non-residential (Industrial, Commercial, Institutional – ICI) packaging waste followed by a 90-day consultation period that ended July 23, 2024. Thank you for taking the time to submit detailed feedback as part of the process.

### Expansion of EPR products

The EPR Five-Year Action Plan (the Action Plan) outlined the ministry's proposal to expand the Recycling Regulation to include mattresses and more moderate risk products, such as automotive products, compressed canisters, consumer products containing batteries, large batteries and medical sharps used at home. Since the publication of the Action Plan, ministry staff have engaged with a range of key partners on proposed regulatory changes to the Recycling Regulation. Should the timeline shift beyond the originally anticipated timeframe of 2024, more information will be provided at that time.

...3



Thank you again for sharing your concerns about EPR programs in B.C.

With best regards,



Kevin Jardine  
Deputy Minister

cc: Amy Avila, Acting Assistant Deputy Minister, Environmental Protection Division,  
Ministry of Environment and Climate Change Strategy  
Tess Rouse, Director, Extended Produce Responsibility, Environmental Policy and  
Initiatives Branch, Environmental Protection Division, Ministry of Environment  
and Climate Change Strategy  
Amy Wilson, Resource Recovery Manager, Regional District of Central Kootenay



October 29, 2024

**VIA EMAIL:** [info@rdck.bc.ca](mailto:info@rdck.bc.ca)

Regional District of Central Kootenay  
PO Box 590  
Nelson, British Columbia  
V1L 5R4

Dear Board of Directors:

Thank you to your delegation for meeting with the Minister of Forests at the 2024 UBCM Convention held September 16-20 in Vancouver. As Deputy Minister, I am responding on behalf of the Minister during this interregnum period of the provincial general election. We appreciated the opportunity to share information, and to hear directly from your municipality about forestry issues important to your community. I am also writing to summarize the main discussion points and how we agreed to move forward together to address them.

I understand that the conversation at UBCM revolved around Argenta post-wildfire rehabilitation and concerns about the watershed, landslides, and the potential for subsequent emergency events. I have also been informed that the Regional District of Central Kootenay expressed feelings of poor communication, and not being properly heard by the Ministry of Forests, since the 2021 wildfire.

As the Assistant Deputy Ministers in attendance explained, rehabilitation planning is in progress within the Argenta area. This includes a geotechnical review and a burn severity assessment as part of post-wildfire analysis to assess risk to the community. Reports will be shared with you as soon as the assessment work has been completed. The ministry will also organize a follow-up community meeting and have the findings readily available online as part of improved communication and more proactive information flow.

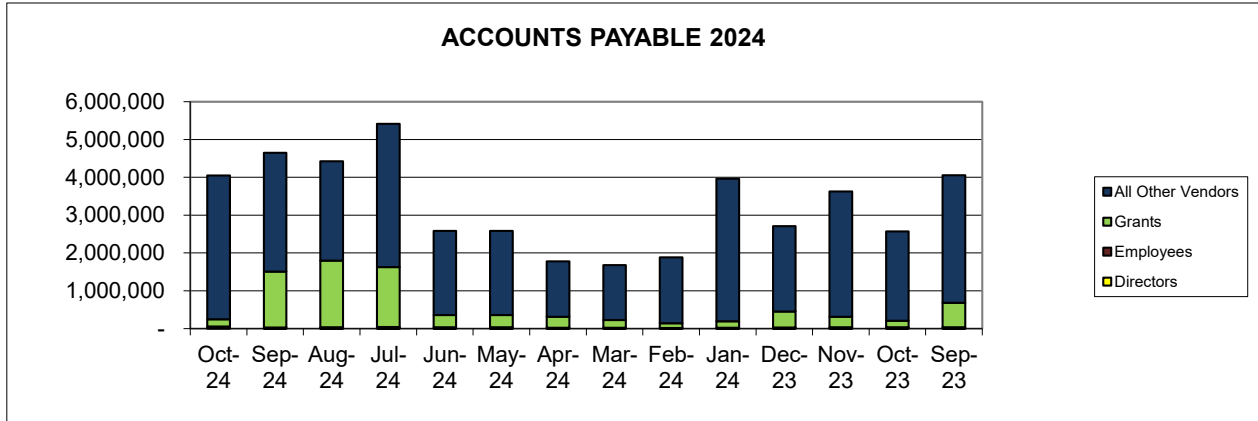
Again, thank you for meeting at the UBCM Convention to explore ideas and exchange perspectives on these key topics.

Sincerely,

Richard Manwaring, R.P.F.  
Deputy Minister

pc: Jamie Jeffreys, Assistant Deputy Minister, South Area Regional Operations  
Rob Schweitzer, Assistant Deputy Minister, BC Wildfire Service

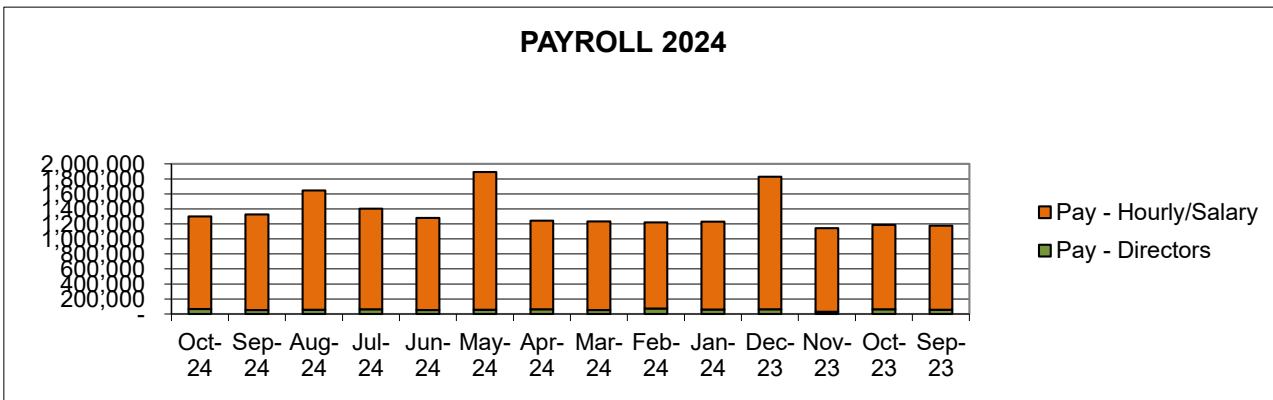
## Financial Expenditure Report for October 2024



	Number of Payments	Value	% of Total
	1,455	\$4,049,827	
<b>Top 80% of payments by value</b>	132	3,237,401	80%
<b>Remaining 20% of payments by value</b>	1,323	812,427	20%
<b>Total</b>		<b>\$4,049,827</b>	<b>100%</b>

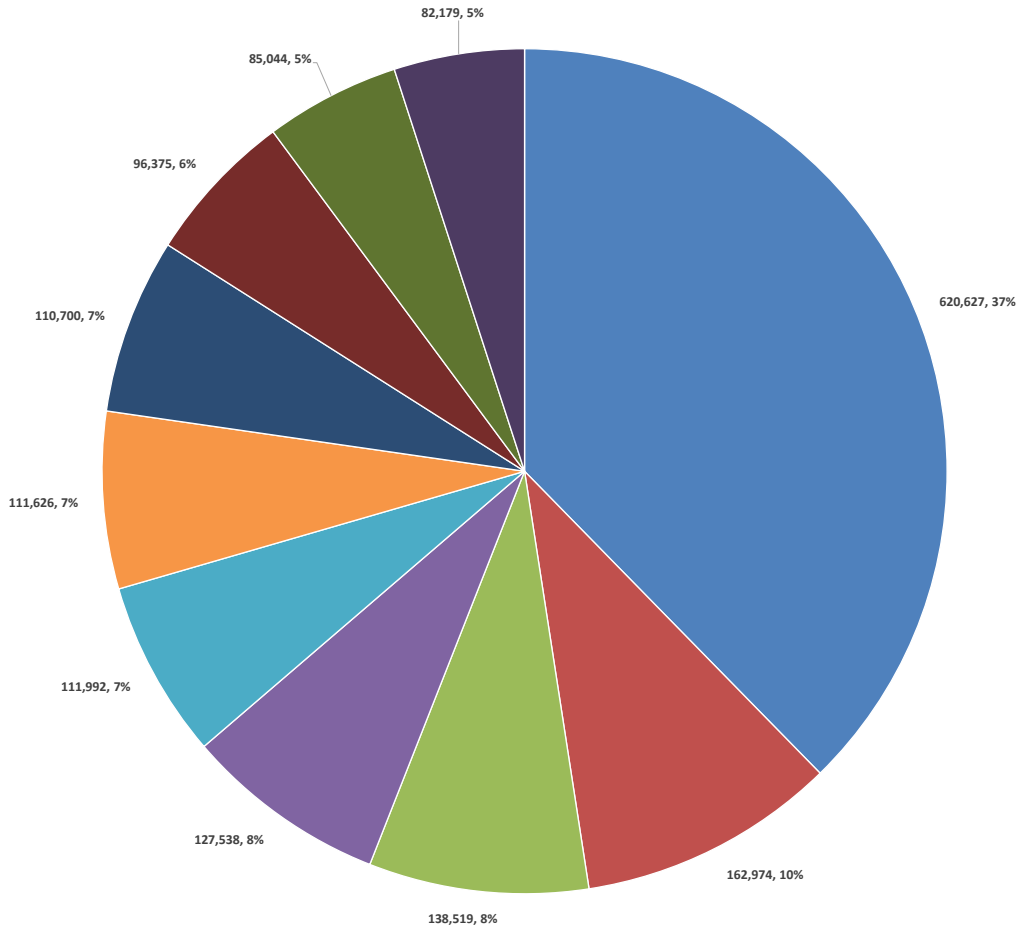
	Number of Payments	Value	% of Total
	1,455	\$4,049,827	
<b>Payments to Directors</b>	33	13,595	0.3%
<b>Payments to Employees</b>	189	41,149	1.0%
<b>Subtotal</b>		<b>54,744</b>	<b>1.4%</b>
<b>Discretionary and Community Development Grants</b>	65	190,871	4.7%
<b>Other Vendors</b>	1,168	3,804,213	93.9%
<b>Subtotal</b>		<b>3,995,083</b>	<b>98.6%</b>
<b>Total</b>		<b>\$4,049,827</b>	<b>100%</b>

Payment Method	Direct Deposit	% of Total	Cheques	% of Total
	1270	87%	185	13%



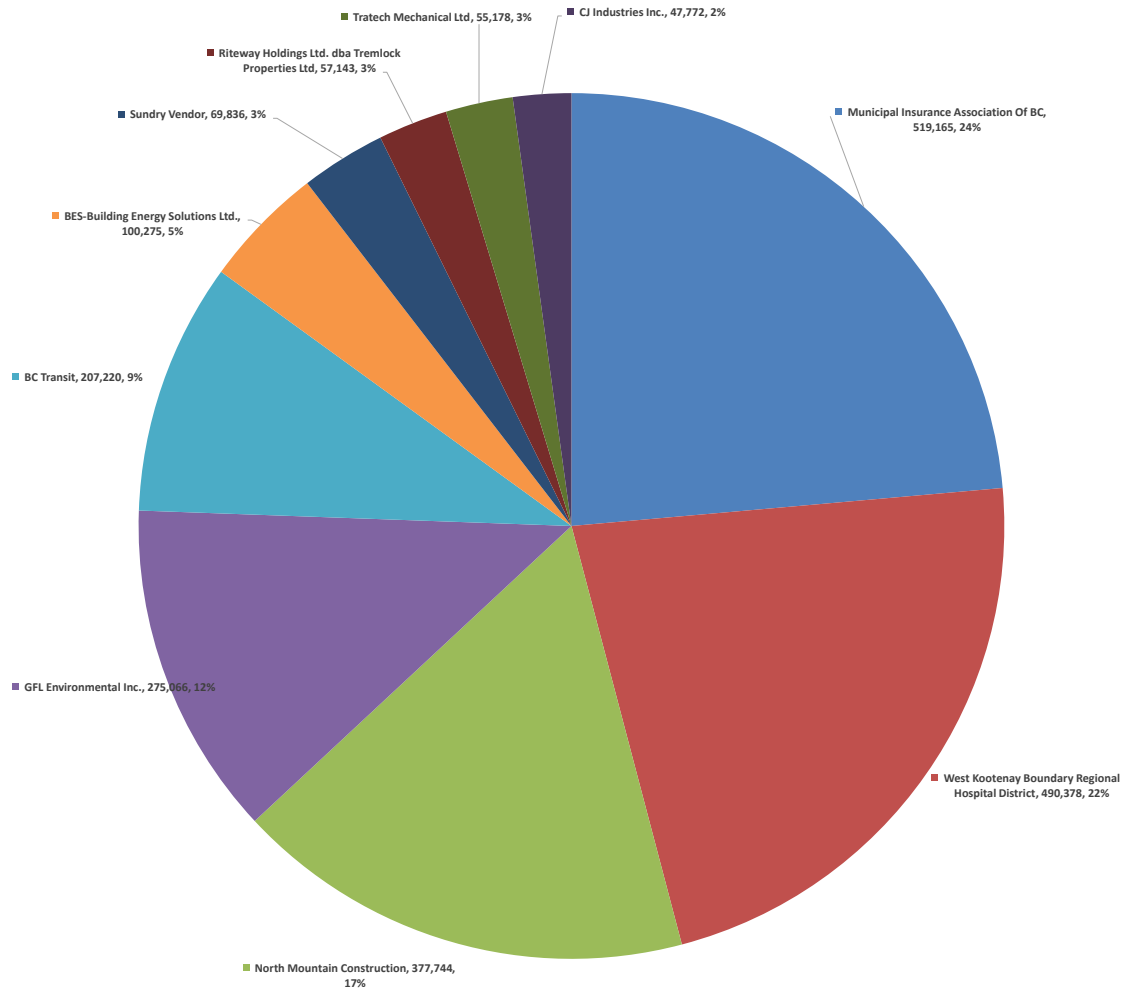
	Number of Payments	Value	% of Total
		\$1,300,998	100%
<b>Directors</b>		64,508	5.0%
<b>Hourly/Salary</b>		1,236,490	95.0%

## Top 10 Services by Amount Spent



- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slocan and Area H, I, J, and K
- General Administration
- Recreation Facility-Creston and Areas B, C and Area A
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Rural Administration
- Emergency Consolidated Services
- Development Services
- Refuse Disposal (East Subregion)-Creston and Areas A, B and C
- Water Utility-Area B (Lister)
- Arena (Castlegar Complex)-Castlegar and Areas I and J

## Top 10 Vendors by Value



■ Municipal Insurance Association Of BC

■ North Mountain Construction

■ BC Transit

■ Sundry Vendor

■ Tratech Mechanical Ltd

■ West Kootenay Boundary Regional Hospital District

■ GFL Environmental Inc.

■ BES-Building Energy Solutions Ltd.

■ Riteway Holdings Ltd. dba Tremlock Properties Ltd

■ CJ Industries Inc.

**Accounts Payable Top 80% of Payments for October 2024**

Top 80% of payments by value	Number of Payments		Value
	132	\$	
0954170 BC Ltd. dba: Dirty Diggers	1	\$	12,852.00
A&A Painting Ltd.	1	\$	16,537.50
Aquam Inc	1	\$	12,655.68
Arrow Lakes Aggregates	2	\$	39,800.38
Associated Engineering	2	\$	10,874.78
Associated Fire Safety Equipment	1	\$	8,669.93
Avail Custom Contracting Inc.	1	\$	6,377.42
BC Transit	6	\$	207,220.05
BES-Building Energy Solutions Ltd.	2	\$	100,275.00
Bi Purewater	1	\$	5,349.93
Burton Community Association	1	\$	4,999.00
Canadian Dewatering LP	1	\$	9,189.06
CanGas Propane Inc.	2	\$	12,403.68
Canoe - EMCO (Lethbridge)	1	\$	25,331.14
Castlegar Search & Rescue	1	\$	18,749.00
Cathro Consulting Ltd	1	\$	7,938.00
Central Kootenay Invasive Species Society	1	\$	4,870.83
CJ Industries Inc.	2	\$	47,772.38
Cleartech Industries Inc	1	\$	7,611.88
College Of The Rockies	1	\$	11,699.00
Columbia Basin Broadband Corporation	1	\$	5,000.80
Cowan's Office Supplies	1	\$	7,097.44
Crawford Bay & District Hall & Parks Association	1	\$	6,500.00
Deer Park Recreation Society	1	\$	18,000.00
Evolve Buildings Engineering Inc.	1	\$	6,240.08
FortisBC - Electricity	4	\$	38,086.26
Fortisbc - Natural Gas	2	\$	12,620.61
FPIInnovations	1	\$	12,206.25
GFL Environmental Inc.	15	\$	275,065.94
I.T. Blueprint Solutions Consulting Inc.	2	\$	14,270.26
Insight Canada Inc.	1	\$	38,744.34
Keefer Ecological Services Ltd.	2	\$	30,609.24
Keystone Contracting Ltd.	1	\$	4,667.25
KM Kootenay Motors a Division of Bills Motors-In Ltd.	1	\$	4,645.47
Kokanee Creek Nature Centre Society	1	\$	10,000.00
Kone Inc	1	\$	5,442.09
Korn Ferry Hay Group Ltd.	1	\$	14,280.00
Lardeau Valley Opportunity Links Society	1	\$	5,000.00
Licker Geospatial Consulting Ltd.	1	\$	5,924.65
Little h Design Works	1	\$	6,428.63
M'akola Development Services	1	\$	29,405.25
Martech Electrical Systems Ltd	1	\$	12,854.84
Masse Enviromental Consultants Ltd.	2	\$	10,248.19
Mayday Electric Ltd	1	\$	34,113.31
Minister of Finance	1	\$	7,933.55
Municipal Insurance Association Of BC	1	\$	519,165.00
NDB Construction Ltd.	1	\$	21,044.44
Nelson Cycling Club	1	\$	20,000.00
Nelson Disc Golf Society	1	\$	12,007.52
Nelson Hydro	1	\$	29,367.07
Nelson, City Of	2	\$	21,685.66
North Mountain Construction	3	\$	377,743.51
Okanagan Nation Alliance	1	\$	21,000.00
Paper Crane Media Ltd.	1	\$	16,065.00
Propane Busters Inc.	1	\$	6,566.49
RC Strategies Inc.	2	\$	19,055.40
Riteway Holdings Ltd. dba Tremlock Properties Ltd	2	\$	57,142.62
Riverside Farm	1	\$	5,240.99
Rocky Mountain Agencies	1	\$	4,583.45
Rocky Mountain Phoenix	1	\$	9,884.00
SHI Canada ULC	2	\$	46,801.44
SL Telecom	1	\$	4,609.41
Slocan Valley Rail Trail Society	1	\$	5,000.00
SLR Consulting (Canada) Ltd.	2	\$	20,476.35
SNT Geotechnical Ltd.	1	\$	5,164.43
Sperling Hansen Associates Inc	1	\$	18,331.70
SRK Consulting (Canada) Inc.	3	\$	30,919.68
Steeves and Associates	1	\$	5,197.50
Sundry Vendor	6	\$	69,835.90

Top 80% of payments by value	Number of Payments		Value
	132	\$	
Telus Communications Inc	1	\$	6,177.91
Telus Mobility	2	\$	16,017.78
Thermal Environmental Comfort Association	1	\$	4,704.00
Tip-it Waste Solutions Kootenay	1	\$	6,300.00
Transform Compost Systems	1	\$	4,961.25
Tratech Mechanical Ltd	2	\$	55,177.50
Valhalla Foundation for Ecology	1	\$	11,520.00
Wasp Manufacturing Ltd.	1	\$	18,406.37
West Kootenay Boundary Regional Hospital District	2	\$	490,377.68
WFR Wholesale Fire & Rescue Ltd	2	\$	20,432.58
Wild West Drilling Inc	1	\$	16,396.29
Wildland Recreation Solutions	1	\$	4,945.50
Wildsight	1	\$	15,200.00
Wolseley Waterworks Branch	1	\$	33,335.19

## Accounts Payable Bottom 20% of Payments for October 2024

Remaining 20% of payments by value	Number of Payments		Value
	1,323	\$	
1312853 B.C. LTD DBA: Georama Growers	16	\$	1,705.70
1400142 BC Ltd.	1	\$	944.98
360° Contracting	1	\$	682.50
A&A Painting Ltd.	1	\$	2,808.75
Accent Carpet Care	1	\$	3,694.74
ACE Courier Services	7	\$	381.37
Acklands-Grainger Inc	3	\$	236.75
Agilyx Solutions Limited	1	\$	338.63
Air Liquide Canada Inc	8	\$	678.34
All Elements Industries Ltd.	3	\$	7,186.67
ALS Canada Ltd.	6	\$	5,565.08
Amistoso, Ira	1	\$	75.00
Anderson, Angela	1	\$	160.59
Anderson, Georgina Lynn	1	\$	75.00
Andex Equipment Rentals	16	\$	10,317.31
Andrew Sheret Ltd	5	\$	2,128.04
Aquam Inc	1	\$	1,232.91
Archibald, Katherine	2	\$	280.11
Argenta Safety & Preparedness Society (ASAP)	1	\$	1,675.00
Arrow Lakes Aggregates	1	\$	2,716.35
Arrow Lakes Gymnastics Club	1	\$	980.00
Arrow Lakes Search & Rescue	1	\$	4,000.00
Arrow Mountain Carwash & Mini Storage Ltd	1	\$	3,150.00
Associated Fire Safety Equipment	6	\$	12,999.71
Atomic Crayon	1	\$	1,553.11
Authorized Security Ltd.	1	\$	252.00
Avail Custom Contracting Inc.	2	\$	3,189.34
B&L Security Patrol (1981) Ltd	1	\$	1,733.55
B.C. Scale Co. Ltd.	1	\$	3,420.95
Backburn Mechanical Ltd.	3	\$	7,971.04
Bailey, Ann	1	\$	75.00
Balanced Plumbing & Heating Ltd.	1	\$	288.27
Balestra, Elaine D	1	\$	82.14
Balfour Recreation Commission	1	\$	1,000.00
Balfour Senior Citizens Association Branch #120	1	\$	871.00
Barden-Shanks, Maya	1	\$	144.00
Barnhouse, Greg	2	\$	576.00
BC Hydro & Power Authority	4	\$	1,910.63
BC One Call Limited	1	\$	114.09
Beaudet, Philippe	2	\$	900.17
Bencor Industries Ltd.	1	\$	534.24
Benko, Kelly	1	\$	25.00
Bernhardt, Hope	1	\$	75.00
Big Cranium Design	1	\$	1,059.09
Bill's Heavy Duty Enterprises (2004) Ltd.	1	\$	1,462.09
Black Press Group Ltd	3	\$	2,025.54
Bodley, Peter	1	\$	75.00
Boswell & District Farmers Institute	1	\$	1,766.00
Boswell Memorial Hall Society	1	\$	2,000.00
Boughton Law Corporation	1	\$	470.40
Bowick Electric	1	\$	2,073.75
Breath Love Enterprises Ltd. O/A Mountain Valley Station	1	\$	189.67
Brenton Industries Ltd	1	\$	1,716.75
Briggs, Nathan	3	\$	437.50
Brogan Fire & Safety	6	\$	6,505.80
Brown, Donald	1	\$	750.00
Brown, Larry	1	\$	155.00
Brown, Matthew	1	\$	50.00
Buckler, Brandon LJ	3	\$	329.80
Bumstead, Brian	2	\$	142.20
Burton Community Association	1	\$	650.00
Burton Seniors Society	1	\$	678.82
Buzash, Sean	2	\$	315.31
C.A. Fischer Lumber Co. Ltd.	9	\$	361.63



Remaining 20% of payments by value	Number of Payments		Value	
	1,323	\$		812,427
Canadian Centre for Occupational Health and Safety	5	\$		99.75
Canadian Linen & Uniform	3	\$		302.76
CanGas Propane Inc.	9	\$		6,280.21
Canoe - ATS Traffic BC	1	\$		717.12
Canoe - Kal Tire Castlegar	4	\$		5,467.63
Canoe - Kal Tire Creston	1	\$		67.20
Canoe - Kal Tire Nelson	1	\$		345.30
Canyon Community Association	1	\$		580.00
Caro Analytical Services	4	\$		2,347.29
Carrier Enterprises Canada	1	\$		3,360.00
Carvello Law Corporation	3	\$		6,594.80
Cascade Lock & Safe	2	\$		2,376.50
Case Grypma Mechanical LTD	2	\$		904.54
Castlegar & District Chamber of Commerce	1	\$		500.00
Castlegar Arts Council	1	\$		750.00
Castlegar, City Of	7	\$		6,645.02
CDW Canada Corp	3	\$		372.52
Centrix Control Solutions LP	1	\$		1,789.76
Cimco Refrigeration	1	\$		404.46
Cintas Canada Ltd Location 889	1	\$		167.24
CJ Industries Inc.	1	\$		1,066.80
Clark, Gerald	1	\$		75.00
Clarke, Angela	2	\$		103.00
Clarke, Ryan	3	\$		574.50
Coleman Excavating	1	\$		525.00
Columbia Wireless Inc	5	\$		408.80
Comfort Welding Ltd	7	\$		205.05
Connect Hearing	1	\$		477.75
Cover Architectural Collaborative Inc.	1	\$		1,159.68
Cowan's Office Supplies	32	\$		7,407.93
Crawford Bay & District Hall & Parks Association	1	\$		63.00
Crawford Bay & District Hall & Parks Association	1	\$		952.41
Crawford Bay Store	2	\$		364.28
Crawford Truck & Equipment	2	\$		304.45
Crescent Valley Community Hall Society	1	\$		2,100.00
Creston Card & Stationery	1	\$		150.48
Creston Ministerial Association	3	\$		3,000.00
Creston Valley Blossom Festival (CVBF)	1	\$		1,632.44
Creston Valley Hospice Society	1	\$		500.00
Creston, Town Of	1	\$		1,414.45
Crosland, Brittany	1	\$		745.80
Cunningham, Hans	3	\$		523.00
Cupe Local 2262	2	\$		5,263.97
Cupe Local 748	2	\$		1,269.19
Dandelion Renewables	1	\$		134.45
Darling, Christy L	1	\$		75.00
Dave's Plumbing Ltd	4	\$		12,616.50
Davidson, Gregory	1	\$		1,650.00
Davison, Trisha	1	\$		560.00
DB Perks & Associates Ltd	3	\$		3,104.40
Dear, Lisa	1	\$		85.28
DeBoon, Arnold Frank	1	\$		206.53
DHC Communications Inc	2	\$		1,518.87
Dig'em Excavating	1	\$		2,268.00
Dominion Govlaw LLP	2	\$		773.94
Doran, Andrew	3	\$		259.62
Doug's Disposal Service	2	\$		273.74
Drabik, Fernando	1	\$		387.10
Dreher, Marla	3	\$		546.00
Duncan, Raymond J	2	\$		225.00
Dunlop, Ian	1	\$		1,063.50
Durning, Stuart	3	\$		589.40
Dye, Shane	1	\$		885.71
East Shore Internet Society	2	\$		129.92
East Shore Trail and Bike Association	2	\$		1,280.00
Edgewood Community Club	1	\$		589.00
Eichenauer, Cedra	1	\$		75.00
Enercon Water Treatment Ltd	1	\$		3,208.58
Engineered Air a Division of Airtex Manufacturing Partnership	1	\$		1,439.20

Remaining 20% of payments by value	Number of Payments		Value
	1,323	\$	
Entandem	1	\$	8.40
Esler, Christina	1	\$	75.00
Esovoloff, Darren	1	\$	14.87
Expresslane Deliveries	1	\$	341.54
Fall Line Forestry Ltd	2	\$	3,481.80
Fastenal Canada, LTD	1	\$	64.41
Fauquier Community Club Society	1	\$	3,500.00
Federated Co-Operatives Ltd	7	\$	4,763.44
Feeney, Carly	1	\$	36.47
Fergie, Barbara	1	\$	75.00
Fishlock, Garrett	1	\$	85.20
FortisBC - Electricity	40	\$	13,861.14
Fortisbc - Natural Gas	2	\$	182.58
Four Star Communications Inc	1	\$	125.74
Fraser Valley Building Supplies Inc.	10	\$	945.42
Friesen, Matthew	1	\$	220.50
Froehlich, Clifford	1	\$	456.48
Frozen Solutions Inc. dba Frozen Refrigeration	1	\$	3,677.66
G and W Lawncare	1	\$	105.00
Gaba, Rishab	1	\$	2,000.00
Garrigan, Patrick	1	\$	75.00
Gekkelman Plumbing and Heating	1	\$	652.48
Gelsinger, Tracy	1	\$	50.00
Geo H Hewitt Co Ltd	1	\$	299.04
George's Excavating Ltd	1	\$	3,780.00
Gerard, Adam	1	\$	53.73
Gerrard, Kelly	1	\$	75.00
GFL Environmental Inc.	29	\$	40,766.14
Gibbons, Donald	3	\$	1,017.30
Gilbert Parts Depot	6	\$	2,132.37
Gilbert, Ryan	4	\$	1,877.40
Giuliano, Jeremiah (Ryall)	1	\$	58.79
Glacier View Glass Ltd.	1	\$	243.49
Goat Mountain Enterprises Ltd	1	\$	410.40
Goat Mountain Kids Society	1	\$	830.00
Graham Marine Construction	1	\$	1,131.90
Graham, Cheryl Elaine	2	\$	615.60
Graham, Eric	2	\$	327.60
Grand Forks ATV	1	\$	1,000.00
Gray Creek Hall Society	1	\$	30.00
Gray Creek Store	1	\$	35.73
Gray's Contracting	2	\$	472.15
Greene, Gregory	3	\$	899.60
GRS Contracting Ltd	1	\$	745.50
Gwil Industries Inc.	1	\$	866.25
Habitat Systems Inc.	1	\$	278.88
Habljak, Julia	1	\$	75.00
Hach Sales and Service Canada Ltd	1	\$	1,412.32
Hall Printing	3	\$	534.90
Hamilton, Alayne	1	\$	75.00
Harding, Kevin	1	\$	1,040.00
Hayes, Renee	1	\$	419.65
Hewat, Suzan	2	\$	770.86
Hewgill, Mathew	1	\$	125.00
Hexagon Players	1	\$	3,000.00
Hicks, Josef P	1	\$	2,500.00
Higgins, Stephen	1	\$	404.95
Highland Consulting Ltd	1	\$	1,331.66
Hills, Erika	1	\$	75.00
Hipperson Hardware	1	\$	39.17
Hi-Pro Sporting Goods Ltd	1	\$	1,121.21
Hitchon, William DBA: 5th Gear	1	\$	2,600.00
Holoboff, Dave	1	\$	72.60
Hopkyns, John (Chris)	1	\$	75.00
Horn, Stuart	1	\$	844.88
Hufty's Leasing Ltd	1	\$	547.66
Hume Hotel	2	\$	575.00
Hywood Truck & Equipment Ltd	11	\$	12,639.14
I.T. Blueprint Solutions Consulting Inc.	1	\$	691.16

Remaining 20% of payments by value	Number of Payments		Value
	1,323	\$	
In the Air Networks	1	\$	102.20
Industrial Alliance Insurance and Financial Services Inc.	1	\$	1,034.27
Infosat Communications	1	\$	228.50
Inland Allcare	14	\$	4,124.87
Inland Kenworth (Castlegar)	1	\$	1,565.49
Insight Canada Inc.	1	\$	1,895.92
Insurance Corporation of BC	1	\$	502.00
Interior Health Authority - Environmental Health	1	\$	147.00
Iron Mountain	1	\$	15.70
Irwin Air Ltd	1	\$	195.78
J Star Excavations	1	\$	2,646.00
J.J.H. Enterprises dba: Practicar	2	\$	63.11
Jackman, Garry	2	\$	715.52
Jackson, Jon	1	\$	50.00
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	19	\$	5,798.84
Jennifer Wickwire	2	\$	840.00
Johnson, Pateresa	3	\$	244.40
Jones, Angela	1	\$	54.60
Jorgenson, Karin	2	\$	200.99
JRJ Fencing	3	\$	4,402.82
Justice Institute Of Bc	2	\$	2,380.17
Kaslo & District Arena Association	1	\$	300.00
Kaslo Building Maintenance	1	\$	609.00
Kaslo Building Supplies	1	\$	28.49
Kaslo Community Services Society	1	\$	4,000.00
Kaslo Home Hardware	2	\$	62.24
Kaslo Infonet Society	2	\$	237.00
Kaslo Pump	1	\$	245.41
Kaslo Search & Rescue	1	\$	916.57
Kaslo, Village Of	1	\$	66.46
Kathy Gordon's Cleaning Services	6	\$	745.50
KBRH Health Foundation	1	\$	1,000.00
Keech, Kalin	1	\$	75.00
Kelly's Maintenance and Services	1	\$	3,062.48
Kemlee Equipment Ltd	1	\$	50.37
Kennlyn Enterprises	3	\$	1,294.72
Kilburn, Jackie	1	\$	2,260.00
Killen, Isabel	1	\$	75.00
Kinch, Veronica	2	\$	2,031.57
KinSeed Ecologies	2	\$	126.00
Knudsen, Joshua	1	\$	142.80
Kokanee Chalets	1	\$	2,100.00
Kokanee Fire & Safety Ltd.	1	\$	596.93
Kokanee Ford Sales Ltd.	3	\$	2,163.57
Kootenay Carshare Cooperative	1	\$	1,462.70
Kootenay Employment Services	1	\$	2,453.00
Kootenay Fire Chief Association	1	\$	300.00
Kootenay Glass & Mirror Ltd	2	\$	490.95
Kootenay Ground Maintenance Ltd.	1	\$	945.00
Kootenay Industrial Supply Ltd	27	\$	3,130.04
Kootenay Lake Family Network	1	\$	1,000.00
Kootenay Lake Medical Clinic	1	\$	200.00
Kootenay Valley Water & Spas	3	\$	116.35
Kreuzer, Nastasia Aiko	1	\$	634.90
Ktunaxa Kinbasket Child & Family Services Society	1	\$	1,000.00
Landmark Equipment	1	\$	2,063.87
Lavoie, Denis	1	\$	548.00
Lay, Jessie	1	\$	117.60
Lectric Ave Electronics	3	\$	688.85
Lesperance Mendes	1	\$	772.80
Levine Electric Ltd.	1	\$	117.48
Licker Geospatial Consulting Ltd.	1	\$	2,909.84
Lidstone & Company	1	\$	541.01
Life Essentials First Aid	1	\$	179.00
Lifesaving Society (Burnaby)	5	\$	1,270.00
Lillies, Rebecca	3	\$	1,326.36
Little h Design Works	1	\$	945.00
Lockwood, Diana LD	3	\$	1,235.31
Lo-Cost Propane	2	\$	1,793.38

Remaining 20% of payments by value	Number of Payments		Value
	1,323	\$	
Loran, Max	1	\$	225.00
Lordco Parts Ltd	7	\$	631.08
Lund, Angela	1	\$	60.00
Lunn, Jessica	2	\$	978.25
Lutz, Helen	1	\$	54.60
M.J Fabrication & Maintenance Welding	2	\$	1,172.00
Magaw, Donna	2	\$	105.80
Maglio, Benjamin	1	\$	75.00
Main Jet Motorsports Inc	3	\$	523.88
Main, Leah	1	\$	60.00
Malekow, Pamela	2	\$	370.40
Mandelli, Mattia	2	\$	148.20
Manhas, Aditya	1	\$	75.00
Mannama, Miikael	1	\$	242.50
Marschdorf, Sydney	1	\$	140.00
Marshall, Charity	3	\$	213.60
Martech Motor Winding Ltd	2	\$	773.25
Masse Enviromental Consultants Ltd.	6	\$	5,305.73
Mathes, Loren	2	\$	89.00
Matosevic, Joshua	1	\$	226.80
Matrix Refrigeration Inc.	1	\$	964.69
Matthews, Audrey	1	\$	75.00
McClelland, Annette	1	\$	75.00
McCuaig, Stuart	1	\$	75.00
McFaddin, Maria June	1	\$	68.70
McLaren-Caux, Aiden(Kenneth)	3	\$	4,898.23
McMaster, Brice	1	\$	75.00
Meichel, Fawn	1	\$	489.86
Menzies, Taylor	1	\$	75.00
Micah's Plumbing & Heating Ltd.	1	\$	716.91
Michaud, Shawn T	2	\$	110.00
Mid Town Motors	3	\$	3,894.03
Mills Office Productivity	1	\$	142.89
Minister of Finance	4	\$	119.18
Minister Of Finance - Product Distribution Centre	11	\$	5,202.11
Ministry of Transportation and Infrastructure	1	\$	73.68
Mitchell Supply Ltd	5	\$	1,232.17
Morrison, Erin	3	\$	726.00
Morrison, Michael	1	\$	1,063.58
Mount Sentinel Secondary School	1	\$	880.00
Mountain Transport Institute ltd	3	\$	4,929.75
Mountford, Sophia	2	\$	298.20
Munch, Deborah	1	\$	75.00
Nakusp & Area Development Board	1	\$	4,000.00
Nakusp & District Museum Society	1	\$	980.00
Nanaimo, City of	16	\$	5,113.50
Napa Auto Parts (Castlegar)	1	\$	583.45
Navigata Communications Ltd. dba ThinkTel	1	\$	16.68
Nelson & District Arts Council	1	\$	631.25
Nelson & District Chamber of Commerce	1	\$	178.50
Nelson Building Centre Ltd	36	\$	5,004.70
Nelson Farmers Supply Ltd	12	\$	2,579.60
Nelson Hydro	16	\$	9,319.82
Nelson Toyota	8	\$	5,261.49
Nelson, Calvin	1	\$	75.00
Nelson, City Of	4	\$	5,297.95
Newell, Thomas	1	\$	19.66
Norimatsu, Akane	1	\$	175.94
North Shore Water Utility Nelson Ltd.	1	\$	462.00
Nufloors Creston	1	\$	131.25
Okanagan Office Systems	9	\$	6,728.48
Olympic International Agencies Ltd	2	\$	858.96
One Fire Safety	1	\$	227.85
Orkin Canada Corporation	4	\$	724.62
Ortiz, Alleli	1	\$	75.00
Oso Negro	1	\$	30.00
Overland West Freight Lines Ltd	3	\$	3,178.09
P.R.C. Cab Co. Ltd. DBA: Glacier Cab Company	3	\$	74.20
Pace Consulting	1	\$	962.49

Remaining 20% of payments by value	Number of Payments		Value
	1,323	\$	
Pacific Sprinklers dba: DIG Garden Centre	14	\$	2,247.50
Panko, Bridget	1	\$	231.00
Passmore Laboratory Ltd	6	\$	1,250.00
Pennywise	1	\$	121.39
Pharatree Learning Centre	1	\$	135.00
Pilla, Megan	1	\$	58.80
Pipe, Nicolai	3	\$	355.00
Pipeology Home Solutions	1	\$	1,463.51
Playmor Power Products Ltd.	1	\$	71.23
PNT Contracting	1	\$	495.60
Popoff, Walter A	4	\$	673.00
Posgate, Evelyn	1	\$	75.00
Prestige Lakeside Resort	4	\$	1,299.50
Procter General Store	1	\$	508.44
Purcell Appliance Repairs	1	\$	255.31
Purolator Inc	5	\$	1,095.64
Pyramid Building Supplies	7	\$	843.43
Quarry, Brad	1	\$	25.00
R. Dube Construction Ltd.	1	\$	2,724.75
Rae, Christine	1	\$	50.00
Rae, Kerry	1	\$	109.20
Raugust, Shelley	1	\$	75.00
Redfish Elementary School PAC	1	\$	1,000.00
Reliance Office Services Ltd	1	\$	2,520.00
Rescue Canada Resource Group Inc	3	\$	9,446.25
Riondel & District Curling Club	2	\$	3,135.00
Riondel Arts Club	1	\$	1,733.00
Riondel Cable Society	3	\$	120.00
Riondel Campground Society	1	\$	873.00
Riteway Holdings Ltd. dba Tremlock Properties Ltd	5	\$	7,528.50
Rivenwell, Quinn	1	\$	655.20
Riverside Farm	4	\$	4,921.64
Roadpost Inc. T46274	2	\$	934.09
Robot Spider Clothing and Screenworks	1	\$	1,154.56
Robson Fire & Rescue Society	1	\$	1,000.00
Robson Fire Department Social Club	1	\$	1,500.00
Rocky Mountain Agencies	4	\$	16,383.50
Rocky Mountain Phoenix	2	\$	1,611.68
Rocky Point Engineering Ltd.	1	\$	3,969.00
Roenspiess, Ethan (Kai)	2	\$	96.00
Rogue	1	\$	1,961.84
Roussell, Chris	1	\$	50.00
Royal Canadian Legion #170 Castlegar/Robson	1	\$	35.00
Royal Canadian Legion Slocan Valley #276	1	\$	55.00
Ruhnke, Ravyn	1	\$	25.00
Rushforth, Nathen	1	\$	1,400.00
Rye, Kristine	1	\$	430.60
Ryman, Christopher	1	\$	350.00
Sabir, Chris	1	\$	75.00
Salmo Emergency Support Services Team	1	\$	800.00
Salmo Valley Youth & Community Centre	1	\$	866.67
Salmo, Village of	1	\$	4,000.00
Salmons, Susanne	1	\$	75.00
Santos, Wanda	1	\$	16.33
Schmidt, Julie	2	\$	107.20
School District#8 (Kootenay Lake)	1	\$	317.12
Scot Norsemen Enterprises Inc.	1	\$	611.17
Scott, Jennifer	2	\$	659.85
Seidelin, Gregory	1	\$	252.00
Selkirk College (Nelson)	1	\$	199.00
Selkirk College Foundation	2	\$	3,000.00
Selkirk Security Services Ltd	4	\$	546.41
SFJ Inc.	1	\$	4,164.25
Shapovalov, Shannon	1	\$	75.00
Sharon Ventures Ltd. O/A Goodbye Graffiti Okanagan	1	\$	1,018.87
Shaw Buisness A division of Shaw Telecom G.P.	2	\$	2,284.36
Shaw Cable	21	\$	3,419.52
SHI Canada ULC	1	\$	3,797.81
Shorter, Greg	3	\$	905.20

Remaining 20% of payments by value	Number of Payments		Value	
	1,323	\$		812,427
Silverton Building Supplies Ltd	2	\$		24.47
Siminoff, Steven	2	\$		225.00
Simpson, Jennifer	2	\$		115.01
Sk Electronics Ltd	12	\$		3,286.08
Skyway Hardware	3	\$		78.82
Slocan Park Community Hall Society	2	\$		755.11
Slocan Valley Historical Society	1	\$		680.00
Slocan, Village of	3	\$		4,800.00
SLR Consulting (Canada) Ltd.	1	\$		255.03
Smokey Creek Salvage	4	\$		3,141.62
South Kootenay Lake Community Service Society	2	\$		2,350.00
Speedpro Signs	2	\$		1,427.90
Speedpro Signs (Trail)	3	\$		820.36
Sprogis, Russel	1	\$		75.00
SRK Consulting (Canada) Inc.	2	\$		2,431.01
Stafford Welding	10	\$		8,117.52
Steeves and Associates	1	\$		1,299.38
Sterling Backcheck Canada Corp.	1	\$		279.53
Stewart, Heather	1	\$		132.00
Stonewall Fire Protection and Safety	1	\$		168.00
Summit Truck & Equipment Repair	2	\$		5,899.21
Sun Life Assurance Company of Canada	3	\$		1,443.33
Sundry Vendor	47	\$		50,592.32
Taghum Community Hall Society	2	\$		1,410.00
Taghum Shell (1997)	4	\$		471.23
Tarrys & District Community Hall Society	1	\$		100.00
Technical Safety BC	1	\$		1,842.45
Telus Communications Inc	6	\$		2,155.46
Telus Communications Inc. Mascon by Telus	4	\$		291.20
Telus Mobility	2	\$		754.40
Tenaquip Industrial Distribution	4	\$		1,406.71
Tetreault, Jackie	1	\$		75.00
Tetz, Brenda	1	\$		225.00
The Adventure Hotel	1	\$		119.56
Thiele, Dustin	3	\$		595.00
ThinkTel	1	\$		328.95
Thomas & Company Locksmithing Ltd.	1	\$		519.68
Thomson, Lisa	1	\$		29.40
Thor Mechanical Ltd.	1	\$		126.13
Tierney, Roger Bruce	3	\$		641.88
Tilley, Colleen F	1	\$		75.00
Tip-it Waste Solutions Kootenay	4	\$		3,413.64
Tratech Mechanical Ltd	1	\$		337.74
Trottier, Nadine	1	\$		75.00
Trowalex Equipment Rentals And Sales	3	\$		1,393.57
Troy Life & Fire Safety Ltd	1	\$		1,100.40
Tu-Dor Lock & Safe Ltd	5	\$		1,212.07
Uline Canada Corporation	6	\$		2,411.25
Union of Spiritual Communities of Christ	1	\$		105.00
Valley Community Services Society	1	\$		959.16
Valley Voice Ltd	2	\$		894.60
Valley Volunteers	1	\$		1,000.00
Van Houtte Coffee Services	1	\$		146.65
Van Kam Freightways Ltd	2	\$		1,003.27
Vandenberghe, Kelly	2	\$		704.21
Vanderzwaag, Bob	3	\$		618.62
VH Sport Canada	5	\$		2,318.54
Vincent, Andrew	1	\$		87.12
Vousden, Jodi	1	\$		3,455.14
W.H. Excavating	2	\$		2,005.51
Waste Management	21	\$		12,714.02
Watson, Aimee	2	\$		308.00
Watt Consulting Group	2	\$		3,491.25
Weatherhead, Teresa A	2	\$		1,236.15
Wells Fargo Equipment	3	\$		2,700.68
Wesco Distribution-Canada Inc	6	\$		1,173.97
West Kootenay Cleaners	1	\$		3,213.00
Western Water Associates Ltd.	1	\$		1,703.52
WEX Canada Ltd.	1	\$		3,766.54

Remaining 20% of payments by value	Number of Payments		Value
	1,323	\$	
WFR Wholesale Fire & Rescue Ltd	22	\$	26,705.54
Wheeler, Tracy	1	\$	25.00
Wilkinson, James	1	\$	491.40
Wilson, Amy	1	\$	735.18
Winlaw Mini-Mart	1	\$	250.57
Wood Wyant Inc	10	\$	4,901.83
Woodland Equipment Inc.	2	\$	920.24
Xplore Inc.	1	\$	122.64
Yahk General Store	1	\$	905.39
Yahk-Kingsgate Recreation Society	2	\$	2,600.00
Yellow Line Traffic Control	1	\$	3,644.55
Yellow Pages Group	1	\$	1.56
Ymir Community Association	1	\$	4,000.00
Young, Curtis	1	\$	75.00
Zdebiak, Rachel	1	\$	75.00
Zimich, Robert	2	\$	1,028.70
Z-KO Construction Ltd.	1	\$	488.39
Zol, Darryl	1	\$	164.57
Zone West Enterprises Ltd	3	\$	1,914.08

**Employees and Directors October 2024**

<b>Directors</b>	<b>Number of Payments</b>		<b>Value</b>
	<b>33</b>		<b>13,595</b>
Cunningham, Hans	3	\$	523.00
DeBoon, Arnold Frank	1	\$	206.53
Graham, Cheryl Elaine	2	\$	615.60
Hewat, Suzan	2	\$	770.86
Jackman, Garry	2	\$	715.52
Lockwood, Diana LD	3	\$	1,235.31
Lunn, Jessica	2	\$	978.25
McFaddin, Maria June	1	\$	68.70
McLaren-Caux, Aiden(Kenneth)	3	\$	4,898.23
Newell, Thomas	1	\$	19.66
Popoff, Walter A	4	\$	673.00
Tierney, Roger Bruce	3	\$	641.88
Vandenberghe, Kelly	2	\$	704.21
Watson, Aimee	2	\$	308.00
Weatherhead, Teresa A	2	\$	1,236.15

<b>Employees</b>	<b>Number of Payments</b>		<b>Value</b>
	<b>189</b>	<b>\$</b>	<b>41,149</b>
Amistoso, Ira	1	\$	75.00
Anderson, Angela	1	\$	160.59
Anderson, Georgina Lynn	1	\$	75.00
Archibald, Katherine	2	\$	280.11
Bailey, Ann	1	\$	75.00
Balestra, Elaine D	1	\$	82.14
Barden-Shanks, Maya	1	\$	144.00
Barnhouse, Greg	2	\$	576.00
Beaudet, Philippe	2	\$	900.17
Benko, Kelly	1	\$	25.00
Bernhardt, Hope	1	\$	75.00
Bodley, Peter	1	\$	75.00
Briggs, Nathan	3	\$	437.50
Brown, Larry	1	\$	155.00
Brown, Matthew	1	\$	50.00
Buckler, Brandon LJ	3	\$	329.80
Bumstead, Brian	2	\$	142.20
Buzash, Sean	2	\$	315.31
Clark, Gerald	1	\$	75.00
Clarke, Angela	2	\$	103.00
Clarke, Ryan	3	\$	574.50
Crosland, Brittany	1	\$	745.80
Darling, Christy L	1	\$	75.00
Davison, Trisha	1	\$	560.00
Dear, Lisa	1	\$	85.28
Doran, Andrew	3	\$	259.62
Drabik, Fernando	1	\$	387.10
Dreher, Marla	3	\$	546.00
Duncan, Raymond J	2	\$	225.00
Dunlop, Ian	1	\$	1,063.50
Durning, Stuart	3	\$	589.40
Dye, Shane	1	\$	885.71
Eichenauer, Cedra	1	\$	75.00
Esler, Christina	1	\$	75.00
Esovoloff, Darren	1	\$	14.87
Feeney, Carly	1	\$	36.47
Fergie, Barbara	1	\$	75.00
Fishlock, Garrett	1	\$	85.20
Friesen, Matthew	1	\$	220.50
Froehlich, Clifford	1	\$	456.48
Gaba, Rishab	1	\$	2,000.00
Garrigan, Patrick	1	\$	75.00
Gelsinger, Tracy	1	\$	50.00
Gerard, Adam	1	\$	53.73
Gerrard, Kelly	1	\$	75.00
Gibbons, Donald	3	\$	1,017.30
Gilbert, Ryan	4	\$	1,877.40
Giuliano, Jeremiah (Ryall)	1	\$	58.79
Graham, Eric	2	\$	327.60
Greene, Gregory	3	\$	899.60
Habljak, Julia	1	\$	75.00
Hamilton, Alayne	1	\$	75.00
Hicks, Josef P	1	\$	2,500.00
Higgins, Stephen	1	\$	404.95
Hills, Erika	1	\$	75.00



Employees	Number of Payments		Value
	189	\$	
Holoboff, Dave	1	\$	72.60
Hopkyns, John (Chris)	1	\$	75.00
Horn, Stuart	1	\$	844.88
Jackson, Jon	1	\$	50.00
Johnson, Pateresa	3	\$	244.40
Jones, Angela	1	\$	54.60
Jorgenson, Karin	2	\$	200.99
Keech, Kalin	1	\$	75.00
Killen, Isabel	1	\$	75.00
Kinch, Veronica	2	\$	2,031.57
Knudsen, Joshua	1	\$	142.80
Kreuzer, Nastasia Aiko	1	\$	634.90
Lavoie, Denis	1	\$	548.00
Lillies, Rebecca	3	\$	1,326.36
Loran, Max	1	\$	225.00
Lund, Angela	1	\$	60.00
Lutz, Helen	1	\$	54.60
Magaw, Donna	2	\$	105.80
Maglio, Benjamin	1	\$	75.00
Main, Leah	1	\$	60.00
Malekow, Pamela	2	\$	370.40
Mandelli, Mattia	2	\$	148.20
Manhas, Aditya	1	\$	75.00
Marschdorf, Sydney	1	\$	140.00
Marshall, Charity	3	\$	213.60
Mathes, Loren	2	\$	89.00
Matosevic, Joshua	1	\$	226.80
Matthews, Audrey	1	\$	75.00
McClelland, Annette	1	\$	75.00
McCuaig, Stuart	1	\$	75.00
McMaster, Brice	1	\$	75.00
Meichel, Fawn	1	\$	489.86

**Accounts Payable for October 2024 Breakdown by Type of Payment**

All Other Vendors	Number of Payments		Value	
	1,168	\$		3,804,213
0954170 BC Ltd. dba: Dirty Diggers	1	\$		12,852.00
1312853 B.C. LTD DBA: Georama Growers	16	\$		1,705.70
1400142 BC Ltd.	1	\$		944.98
360° Contracting	1	\$		682.50
A&A Painting Ltd.	2	\$		19,346.25
Accent Carpet Care	1	\$		3,694.74
ACE Courier Services	7	\$		381.37
Acklands-Grainger Inc	3	\$		236.75
Agilyx Solutions Limited	1	\$		338.63
Air Liquide Canada Inc	8	\$		678.34
All Elements Industries Ltd.	3	\$		7,186.67
ALS Canada Ltd.	6	\$		5,565.08
Andex Equipment Rentals	16	\$		10,317.31
Andrew Sheret Ltd	5	\$		2,128.04
Aquam Inc	2	\$		13,888.59
Arrow Lakes Aggregates	3	\$		42,516.73
Arrow Mountain Carwash & Mini Storage Ltd	1	\$		3,150.00
Associated Engineering	2	\$		10,874.78
Associated Fire Safety Equipment	7	\$		21,669.64
Atomic Crayon	1	\$		1,553.11
Authorized Security Ltd.	1	\$		252.00
Avail Custom Contracting Inc.	3	\$		9,566.76
B&L Security Patrol (1981) Ltd	1	\$		1,733.55
B.C. Scale Co. Ltd.	1	\$		3,420.95
Backburn Mechanical Ltd.	3	\$		7,971.04
Balanced Plumbing & Heating Ltd.	1	\$		288.27
BC Hydro & Power Authority	4	\$		1,910.63
BC One Call Limited	1	\$		114.09
BC Transit	6	\$		207,220.05
Bencor Industries Ltd.	1	\$		534.24
BES-Building Energy Solutions Ltd.	2	\$		100,275.00
Bi Purewater	1	\$		5,349.93
Big Cranium Design	1	\$		1,059.09
Bill's Heavy Duty Enterprises (2004) Ltd.	1	\$		1,462.09
Black Press Group Ltd	3	\$		2,025.54
Boughton Law Corporation	1	\$		470.40
Bowick Electric	1	\$		2,073.75
Breath Love Enterprises Ltd. O/A Mountain Valley Station	1	\$		189.67
Brenton Industries Ltd	1	\$		1,716.75
Brogan Fire & Safety	6	\$		6,505.80
Brown, Donald	1	\$		750.00
C.A. Fischer Lumber Co. Ltd.	9	\$		361.63
Canadian Centre for Occupational Health and Safety	5	\$		99.75
Canadian Dewatering LP	1	\$		9,189.06
Canadian Linen & Uniform	3	\$		302.76
CanGas Propane Inc.	11	\$		18,683.89
Canoe - ATS Traffic BC	1	\$		717.12
Canoe - EMCO (Lethbridge)	1	\$		25,331.14
Canoe - Kal Tire Castlegar	4	\$		5,467.63
Canoe - Kal Tire Creston	1	\$		67.20
Canoe - Kal Tire Nelson	1	\$		345.30
Caro Analytical Services	4	\$		2,347.29
Carrier Enterprises Canada	1	\$		3,360.00
Carvello Law Corporation	3	\$		6,594.80
Cascade Lock & Safe	2	\$		2,376.50
Case Grypma Mechanical LTD	2	\$		904.54
Castlegar, City Of	7	\$		6,645.02
Cathro Consulting Ltd	1	\$		7,938.00
CDW Canada Corp	3	\$		372.52
Central Kootenay Invasive Species Society	1	\$		4,870.83
Centrix Control Solutions LP	1	\$		1,789.76
Cimco Refrigeration	1	\$		404.46
Cintas Canada Ltd Location 889	1	\$		167.24
CJ Industries Inc.	3	\$		48,839.18
Cleartech Industries Inc	1	\$		7,611.88
Coleman Excavating	1	\$		525.00
College Of The Rockies	1	\$		11,699.00
Columbia Basin Broadband Corporation	1	\$		5,000.80
Columbia Wireless Inc	5	\$		408.80
Comfort Welding Ltd	7	\$		205.05
Connect Hearing	1	\$		477.75
Cover Architectural Collaborative Inc.	1	\$		1,159.68
Cowan's Office Supplies	33	\$		14,505.37
Crawford Bay & District Hall & Parks Association	1	\$		63.00
Crawford Bay Store	2	\$		364.28
Crawford Truck & Equipment	2	\$		304.45
Crescent Valley Community Hall Society	1	\$		2,100.00
Creston Card & Stationery	1	\$		150.48
Creston, Town Of	1	\$		1,414.45
Cupe Local 2262	2	\$		5,263.97
Cupe Local 748	2	\$		1,269.19
Dandelion Renewables	1	\$		134.45
Dave's Plumbing Ltd	4	\$		12,616.50
Davidson, Gregory	1	\$		1,650.00
DB Perks & Associates Ltd	3	\$		3,104.40
DHC Communications Inc	2	\$		1,518.87
Dig'em Excavating	1	\$		2,268.00
Dominion Govlaw LLP	2	\$		773.94
Doug's Disposal Service	2	\$		273.74
East Shore Internet Society	2	\$		129.92

All Other Vendors	Number of Payments		Value
	1,168	\$	
			<b>3,804,213</b>
East Shore Trail and Bike Association	2	\$	1,280.00
Enercon Water Treatment Ltd	1	\$	3,208.58
Engineered Air a Division of Airtex Manufacturing Partnership	1	\$	1,439.20
Entandem	1	\$	8.40
Evoke Buildings Engineering Inc.	1	\$	6,240.08
Expresslane Deliveries	1	\$	341.54
Fall Line Forestry Ltd	2	\$	3,481.80
Fastenal Canada, LTD	1	\$	64.41
Federated Co-Operatives Ltd	7	\$	4,763.44
FortisBC - Electricity	44	\$	51,947.40
Fortisbc - Natural Gas	4	\$	12,803.19
Four Star Communications Inc	1	\$	125.74
FPIInnovations	1	\$	12,206.25
Fraser Valley Building Supplies Inc.	10	\$	945.42
Frozen Solutions Inc. dba Frozen Refrigeration	1	\$	3,677.66
G and W Lawncare	1	\$	105.00
Gekkelman Plumbing and Heating	1	\$	652.48
Geo H Hewitt Co Ltd	1	\$	299.04
George's Excavating Ltd	1	\$	3,780.00
GFL Environmental Inc.	44	\$	315,832.08
Gilbert Parts Depot	6	\$	2,132.37
Glacier View Glass Ltd.	1	\$	243.49
Goat Mountain Enterprises Ltd	1	\$	410.40
Graham Marine Construction	1	\$	1,131.90
Gray Creek Hall Society	1	\$	30.00
Gray Creek Store	1	\$	35.73
Gray's Contracting	2	\$	472.15
GRS Contracting Ltd	1	\$	745.50
Gwil Industries Inc.	1	\$	866.25
Habitat Systems Inc.	1	\$	278.88
Hach Sales and Service Canada Ltd	1	\$	1,412.32
Hall Printing	3	\$	534.90
Harding, Kevin	1	\$	1,040.00
Hewgill, Mathew	1	\$	125.00
Highland Consulting Ltd	1	\$	1,331.66
Hipperson Hardware	1	\$	39.17
Hi-Pro Sporting Goods Ltd	1	\$	1,121.21
Hitchon, William DBA: 5th Gear	1	\$	2,600.00
Hufty's Leasing Ltd	1	\$	547.66
Hume Hotel	2	\$	575.00
Hywood Truck & Equipment Ltd	11	\$	12,639.14
I.T. Blueprint Solutions Consulting Inc.	3	\$	14,961.42
In the Air Networks	1	\$	102.20
Industrial Alliance Insurance and Financial Services Inc.	1	\$	1,034.27
Infosat Communications	1	\$	228.50
Inland Allcare	14	\$	4,124.87
Inland Kenworth (Castlegar)	1	\$	1,565.49
Insight Canada Inc.	2	\$	40,640.26
Insurance Corporation of BC	1	\$	502.00
Interior Health Authority - Environmental Health	1	\$	147.00
Iron Mountain	1	\$	15.70
Irwin Air Ltd	1	\$	195.78
J Star Excavations	1	\$	2,646.00
J.J.H. Enterprises dba: Practicar	2	\$	63.11
Jakubow Enterprises Ltd o/a Canadian Tire Castlegar (492)	19	\$	5,798.84
Jennifer Wickwire	2	\$	840.00
JRJ Fencing	3	\$	4,402.82
Justice Institute Of Bc	2	\$	2,380.17
Kaslo & District Arena Association	1	\$	300.00
Kaslo Building Maintenance	1	\$	609.00
Kaslo Building Supplies	1	\$	28.49
Kaslo Home Hardware	2	\$	62.24
Kaslo Infonet Society	2	\$	237.00
Kaslo Pump	1	\$	245.41
Kaslo, Village Of	1	\$	66.46
Kathy Gordon's Cleaning Services	6	\$	745.50
Keefer Ecological Services Ltd.	2	\$	30,609.24
Kelly's Maintenance and Services	1	\$	3,062.48
Kemlee Equipment Ltd	1	\$	50.37
Kennlyn Enterprises	3	\$	1,294.72
Keystone Contracting Ltd.	1	\$	4,667.25
Kilburn, Jackie	1	\$	2,260.00
KinSeed Ecologies	2	\$	126.00
KM Kootenay Motors a Division of Bills Motors-In Ltd.	1	\$	4,645.47
Kokanee Chalets	1	\$	2,100.00
Kokanee Fire & Safety Ltd.	1	\$	596.93
Kokanee Ford Sales Ltd.	3	\$	2,163.57
Kone Inc	1	\$	5,442.09
Kootenay Carshare Cooperative	1	\$	1,462.70
Kootenay Fire Chief Association	1	\$	300.00
Kootenay Glass & Mirror Ltd	2	\$	490.95
Kootenay Ground Maintenance Ltd.	1	\$	945.00
Kootenay Industrial Supply Ltd	27	\$	3,130.04
Kootenay Lake Medical Clinic	1	\$	200.00
Kootenay Valley Water & Spas	3	\$	116.35
Korn Ferry Hay Group Ltd.	1	\$	14,280.00
Landmark Equipment	1	\$	2,063.87
Lay, Jessie	1	\$	117.60
Lectric Ave Electronics	3	\$	688.85
Lesperance Mendes	1	\$	772.80
Levine Electric Ltd.	1	\$	117.48
Licker Geospatial Consulting Ltd.	2	\$	8,834.49
Lidstone & Company	1	\$	541.01
Life Essentials First Aid	1	\$	179.00
Lifesaving Society (Burnaby)	5	\$	1,270.00

All Other Vendors	Number of Payments		Value
	1,168	\$	
			<b>3,804,213</b>
Little h Design Works	2	\$	7,373.63
Lo-Cost Propane	2	\$	1,793.38
Lordco Parts Ltd	7	\$	631.08
M, J Fabrication & Maintenance Welding	2	\$	1,172.00
M'akola Development Services	1	\$	29,405.25
Main Jet Motorsports Inc	3	\$	523.88
Mannama, Miikael	1	\$	242.50
Martech Electrical Systems Ltd	1	\$	12,854.84
Martech Motor Winding Ltd	2	\$	773.25
Masse Environmental Consultants Ltd.	8	\$	15,553.92
Matrix Refrigeration Inc.	1	\$	964.69
Mayday Electric Ltd	1	\$	34,113.31
Micah's Plumbing & Heating Ltd.	1	\$	716.91
Mid Town Motors	3	\$	3,894.03
Mills Office Productivity	1	\$	142.89
Minister of Finance	5	\$	8,052.73
Minister Of Finance - Product Distribution Centre	11	\$	5,202.11
Ministry of Transportation and Infrastructure	1	\$	73.68
Mitchell Supply Ltd	5	\$	1,232.17
Mount Sentinel Secondary School	1	\$	880.00
Mountain Transport Institute Ltd	3	\$	4,929.75
Municipal Insurance Association Of BC	1	\$	519,165.00
Nanaimo, City of	16	\$	5,113.50
Napa Auto Parts (Castlegar)	1	\$	583.45
Navigata Communications Ltd. dba ThinkTel	1	\$	16.68
NDB Construction Ltd.	1	\$	21,044.44
Nelson & District Chamber of Commerce	1	\$	178.50
Nelson Building Centre Ltd	36	\$	5,004.70
Nelson Farmers Supply Ltd	12	\$	2,579.60
Nelson Hydro	17	\$	38,686.89
Nelson Toyota	8	\$	5,261.49
Nelson, City Of	6	\$	26,983.61
North Mountain Construction	3	\$	377,743.51
North Shore Water Utility Nelson Ltd.	1	\$	462.00
Nuffloors Creston	1	\$	131.25
Okanagan Nation Alliance	1	\$	21,000.00
Okanagan Office Systems	9	\$	6,728.48
Olympic International Agencies Ltd	2	\$	858.96
One Fire Safety	1	\$	227.85
Orkin Canada Corporation	4	\$	724.62
Oso Negro	1	\$	30.00
Overland West Freight Lines Ltd	3	\$	3,178.09
P.R.C. Cab Co. Ltd. DBA: Glacier Cab Company	3	\$	74.20
Pace Consulting	1	\$	962.49
Pacific Sprinklers dba: DIG Garden Centre	14	\$	2,247.50
Panko, Bridget	1	\$	231.00
Paper Crane Media Ltd.	1	\$	16,065.00
Passmore Laboratory Ltd	6	\$	1,250.00
Pennywise	1	\$	121.39
Pharatree Learning Centre	1	\$	135.00
Pipeology Home Solutions	1	\$	1,463.51
Playmor Power Products Ltd.	1	\$	71.23
PNT Contracting	1	\$	495.60
Prestige Lakeside Resort	4	\$	1,299.50
Procter General Store	1	\$	508.44
Propane Busters Inc.	1	\$	6,566.49
Purcell Appliance Repairs	1	\$	255.31
Purulator Inc	5	\$	1,095.64
Pyramid Building Supplies	7	\$	843.43
R. Dube Construction Ltd.	1	\$	2,724.75
RC Strategies Inc.	2	\$	19,055.40
Reliance Office Services Ltd	1	\$	2,520.00
Rescue Canada Resource Group Inc	3	\$	9,446.25
Riondel Cable Society	3	\$	120.00
Riteway Holdings Ltd. dba Tremlock Properties Ltd	7	\$	64,671.12
Riverside Farm	5	\$	10,162.63
Roadpost Inc. T46274	2	\$	934.09
Robot Spider Clothing and Screenworks	1	\$	1,154.56
Rocky Mountain Agencies	5	\$	20,966.95
Rocky Mountain Phoenix	3	\$	11,495.68
Rocky Point Engineering Ltd.	1	\$	3,969.00
Rogue	1	\$	1,961.84
Royal Canadian Legion #170 Castlegar/Robson	1	\$	35.00
Royal Canadian Legion Slocan Valley #276	1	\$	55.00
Rushforth, Nathan	1	\$	1,400.00
Salmo Valley Youth & Community Centre	1	\$	866.67
School District#8 (Kootenay Lake)	1	\$	317.12
Scot Norsemen Enterprises Inc.	1	\$	611.17
Selkirk College (Nelson)	1	\$	199.00
Selkirk Security Services Ltd	4	\$	546.41
SFJ Inc.	1	\$	4,164.25
Sharon Ventures Ltd. O/A Goodbye Graffiti Okanagan	1	\$	1,018.87
Shaw Buisness A division of Shaw Telecom G.P.	2	\$	2,284.36
Shaw Cable	21	\$	3,419.52
SHI Canada ULC	3	\$	50,599.25
Silverton Building Supplies Ltd	2	\$	24.47
Sk Electronics Ltd	12	\$	3,286.08
Skyway Hardware	3	\$	78.82
SL Telecom	1	\$	4,609.41
Slocan Park Community Hall Society	2	\$	755.11
SLR Consulting (Canada) Ltd.	3	\$	20,731.38
Smokey Creek Salvage	4	\$	3,141.62
SNT Geotechnical Ltd.	1	\$	5,164.43
Speedpro Signs	2	\$	1,427.90
Speedpro Signs (Trail)	3	\$	820.36

All Other Vendors	Number of Payments		Value
	1,168	\$	
Sperling Hansen Associates Inc	1	\$	18,331.70
SRK Consulting (Canada) Inc.	5	\$	33,350.69
Stafford Welding	10	\$	8,117.52
Steeves and Associates	2	\$	6,496.88
Sterling Backcheck Canada Corp.	1	\$	279.53
Stewart, Heather	1	\$	132.00
Stonewall Fire Protection and Safety	1	\$	168.00
Summit Truck & Equipment Repair	2	\$	5,899.21
Sun Life Assurance Company of Canada	3	\$	1,443.33
Sundry Vendor	53	\$	120,428.22
Taghum Shell (1997)	4	\$	471.23
Tarrys & District Community Hall Society	1	\$	100.00
Technical Safety BC	1	\$	1,842.45
Telus Communications Inc	7	\$	8,333.37
Telus Communications Inc. Mascon by Telus	4	\$	291.20
Telus Mobility	4	\$	16,772.18
Tenaquip Industrial Distribution	4	\$	1,406.71
The Adventure Hotel	1	\$	119.56
Thermal Environmental Comfort Association	1	\$	4,704.00
Thiele, Dustin	3	\$	595.00
ThinkTel	1	\$	328.95
Thomas & Company Locksmithing Ltd.	1	\$	519.68
Thor Mechanical Ltd.	1	\$	126.13
Tip-it Waste Solutions Kootenay	5	\$	9,713.64
Transform Compost Systems	1	\$	4,961.25
Tratech Mechanical Ltd	3	\$	55,515.24
Trowalex Equipment Rentals And Sales	3	\$	1,393.57
Troy Life & Fire Safety Ltd	1	\$	1,100.40
Tu-Dor Lock & Safe Ltd	5	\$	1,212.07
Uline Canada Corporation	6	\$	2,411.25
Union of Spiritual Communities of Christ	1	\$	105.00
Valley Voice Ltd	2	\$	894.60
Van Houtte Coffee Services	1	\$	146.65
Van Kam Freightways Ltd	2	\$	1,003.27
VH Sport Canada	5	\$	2,318.54
Vousden, Jodi	1	\$	3,455.14
W.H. Excavating	2	\$	2,005.51
Wasp Manufacturing Ltd.	1	\$	18,406.37
Waste Management	21	\$	12,714.02
Watt Consulting Group	2	\$	3,491.25
Wells Fargo Equipment	3	\$	2,700.68
Wesco Distribution-Canada Inc	6	\$	1,173.97
West Kootenay Boundary Regional Hospital District	2	\$	490,377.68
West Kootenay Cleaners	1	\$	3,213.00
Western Water Associates Ltd.	1	\$	1,703.52
WEX Canada Ltd.	1	\$	3,766.54
WFR Wholesale Fire & Rescue Ltd	24	\$	47,138.12
Wild West Drilling Inc	1	\$	16,396.29
Wildland Recreation Solutions	1	\$	4,945.50
Wildsight	1	\$	15,200.00
Winlaw Mini-Mart	1	\$	250.57
Wolseley Waterworks Branch	1	\$	33,335.19
Wood Wyant Inc	10	\$	4,901.83
Woodland Equipment Inc.	2	\$	920.24
Xplore Inc.	1	\$	122.64
Yahk General Store	1	\$	905.39
Yahk-Kingsgate Recreation Society	2	\$	2,600.00
Yellow Line Traffic Control	1	\$	3,644.55
Yellow Pages Group	1	\$	1.56
Z-KO Construction Ltd.	1	\$	488.39
Zone West Enterprises Ltd	3	\$	1,914.08

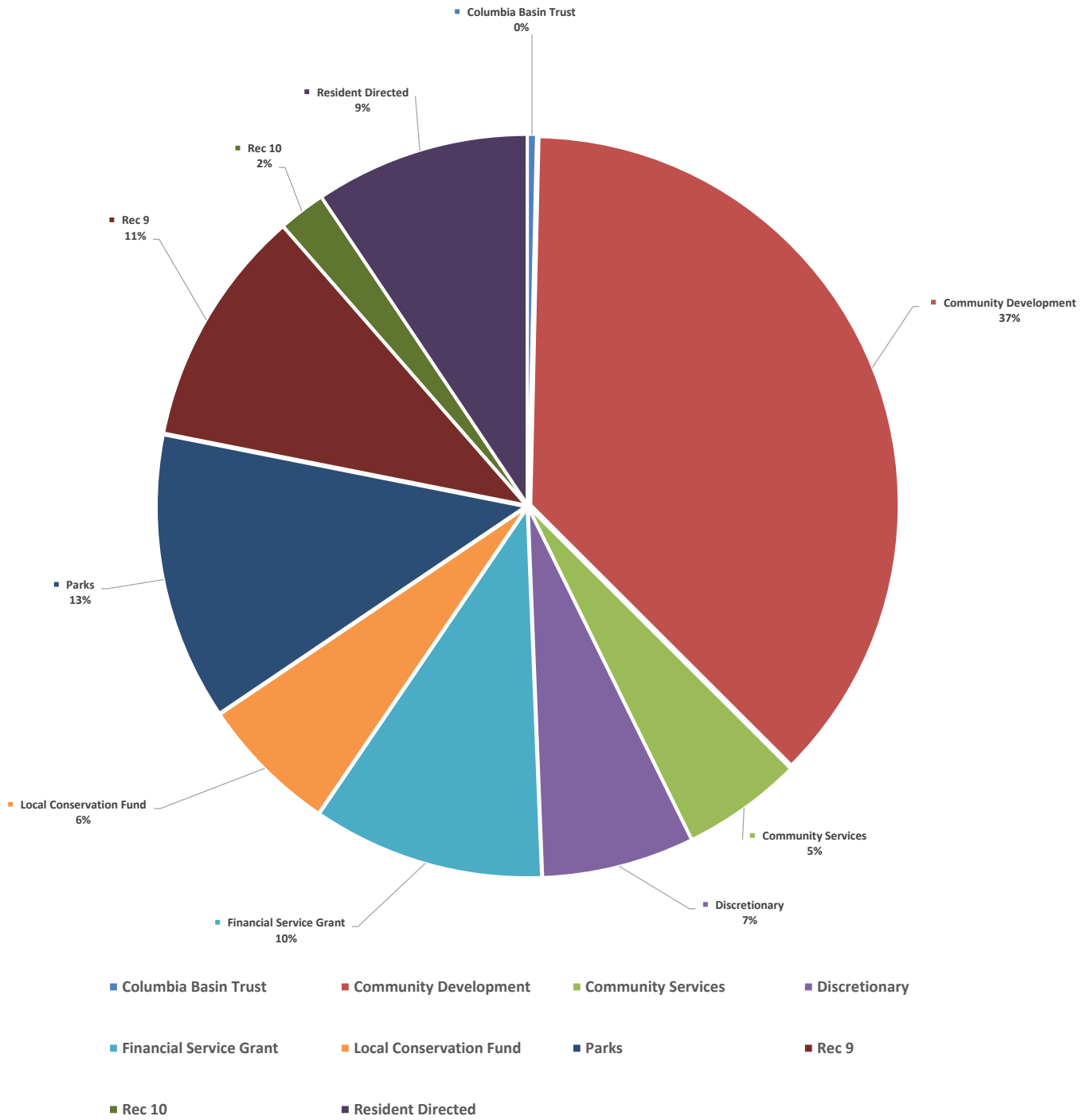
**Sundry Payments for October 2024 Breakdown by Description of Payment**

<b>Sundry</b>	<b>Description of Payment</b>	<b>\$</b>	<b>Value</b>	<b>120,428</b>
Sundry Vendor	ESS-Mileage	\$	212.80	
Sundry Vendor	RDCK-Release of Security Deposit-DP2107J	\$	6,575.00	
Sundry Vendor	RDCK-Reimburse Payment Made in Error	\$	43,260.90	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	5,000.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	3,926.89	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	696.94	
Sundry Vendor	ENV-Medical Form re R. Ross	\$	52.90	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,250.25	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,141.88	
Sundry Vendor	PLN-Reimburse Payment Made in Error-DVP000262	\$	54.00	
Sundry Vendor	RDCK-Reimburse Cost of Trail Cleanup after Windstorr	\$	325.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	5,000.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	553.86	
Sundry Vendor	BRD-Prepaid Room Rental-UBCM-Popoff	\$	2,081.65	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,772.78	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	3,964.25	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	5,000.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,786.75	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,080.50	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	2,153.38	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	2,006.46	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,718.99	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	5,000.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,735.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	2,218.90	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	534.19	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	3,313.02	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,295.90	
Sundry Vendor	RDCK-Refund Credit on Refuse Acct#20326	\$	77.37	
Sundry Vendor	NDCC-Rec Refund Request	\$	46.20	
Sundry Vendor	ESS-Mileage	\$	180.25	
Sundry Vendor	CDRD-Rec Refund Request	\$	456.00	
Sundry Vendor	NDCC-Rec Refund Request	\$	193.20	
Sundry Vendor	NDCC-Rec Refund Request	\$	144.20	
Sundry Vendor	CDCC-Rec Refund Request	\$	627.65	
Sundry Vendor	CDRD-Rec Refund Request	\$	148.05	
Sundry Vendor	NDCC-Rec Refund Request	\$	57.75	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	4,275.75	
Sundry Vendor	ENV-Woodstove Exchange Program	\$	600.00	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	3,643.48	
Sundry Vendor	CDRD-Rec Refund Request	\$	76.36	
Sundry Vendor	ENV-Woodstove Exchange Program	\$	600.00	
Sundry Vendor	ENV-Woodstove Exchange Program	\$	600.00	
Sundry Vendor	ENV-Woodstove Exchange Program	\$	600.00	
Sundry Vendor	NDCC-Rec Refund Request	\$	137.26	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,058.50	
Sundry Vendor	FIR-FireSmart Rebate Program	\$	1,492.00	
Sundry Vendor	ENV-Woodstove Exchange Program	\$	600.00	
Sundry Vendor	ENV-Woodstove Exchange Program	\$	600.00	
Sundry Vendor	NDCC-Rec Refund Request	\$	45.50	
Sundry Vendor	NDCC-Rec Refund Request	\$	63.31	
Sundry Vendor	CDRD-Rec Refund Request	\$	300.00	
Sundry Vendor	NDCC-Rec Refund Request	\$	93.20	

**Accounts Payable for October 2024 Breakdown by Type of Payment**

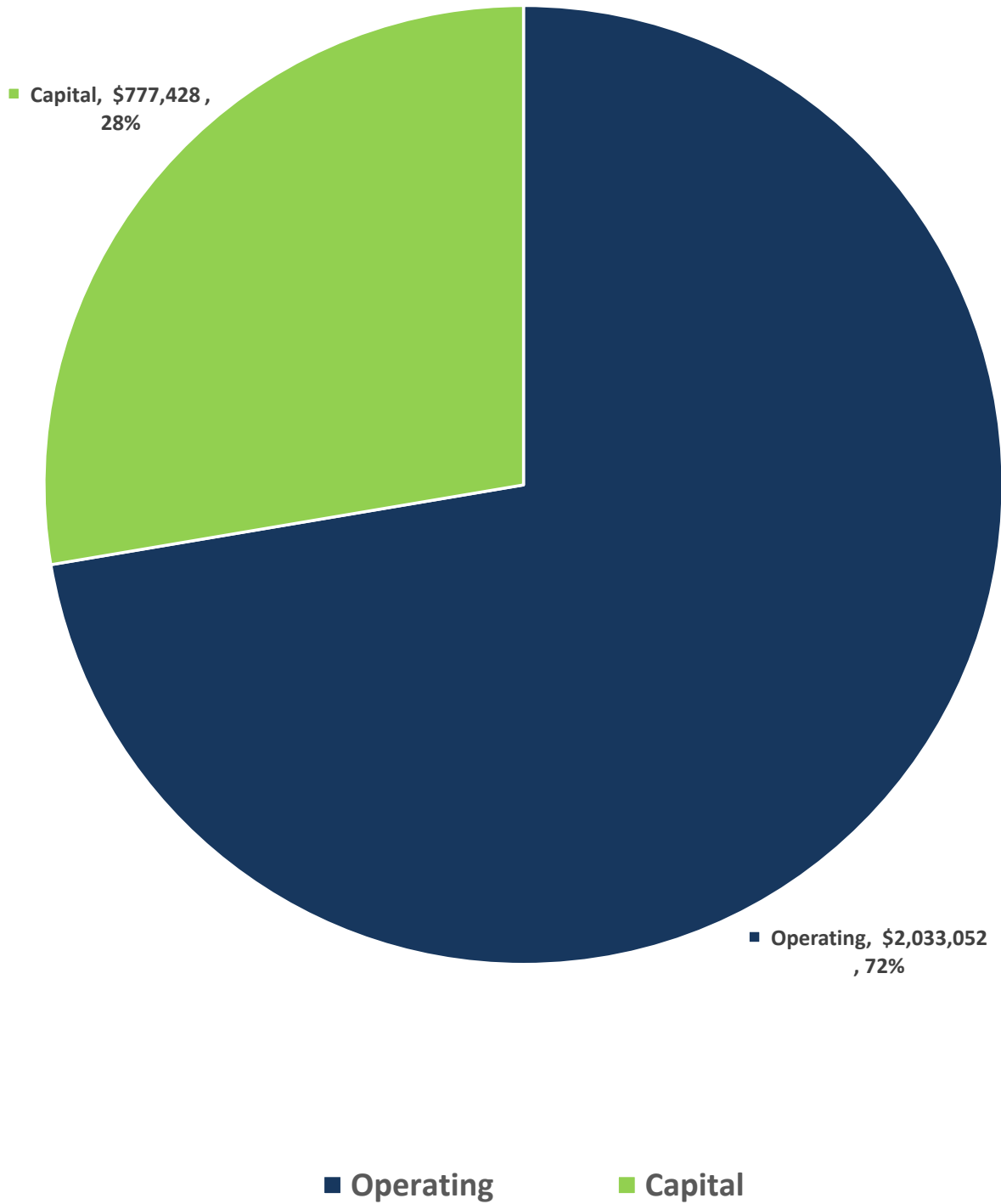
Discretionary, Community Development, and Other Grants	Number of Payments		\$	190,871
	65			
Argenta Safety & Preparedness Society (ASAP)	1		\$	1,675.00
Arrow Lakes Gymnastics Club	1		\$	980.00
Arrow Lakes Search & Rescue	1		\$	4,000.00
Balfour Recreation Commission	1		\$	1,000.00
Balfour Senior Citizens Association Branch #120	1		\$	871.00
Boswell & District Farmers Institute	1		\$	1,766.00
Boswell Memorial Hall Society	1		\$	2,000.00
Burton Community Association	2		\$	5,649.00
Burton Seniors Society	1		\$	678.82
Canyon Community Association	1		\$	580.00
Castlegar & District Chamber of Commerce	1		\$	500.00
Castlegar Arts Council	1		\$	750.00
Castlegar Search & Rescue	1		\$	18,749.00
Crawford Bay & District Hall & Parks Association	2		\$	7,452.41
Creston Ministerial Association	3		\$	3,000.00
Creston Valley Blossom Festival (CVBF)	1		\$	1,632.44
Creston Valley Hospice Society	1		\$	500.00
Deer Park Recreation Society	1		\$	18,000.00
Edgewood Community Club	1		\$	589.00
Fauquier Community Club Society	1		\$	3,500.00
Goat Mountain Kids Society	1		\$	830.00
Grand Forks ATV	1		\$	1,000.00
Hayes, Renee	1		\$	419.65
Hexagon Players	1		\$	3,000.00
Kaslo Community Services Society	1		\$	4,000.00
Kaslo Search & Rescue	1		\$	916.57
KBRH Health Foundation	1		\$	1,000.00
Kokanee Creek Nature Centre Society	1		\$	10,000.00
Kootenay Employment Services	1		\$	2,453.00
Kootenay Lake Family Network	1		\$	1,000.00
Ktunaxa Kinbasket Child & Family Services Society	1		\$	1,000.00
Lardeau Valley Opportunity Links Society	1		\$	5,000.00
Nakusp & Area Development Board	1		\$	4,000.00
Nakusp & District Museum Society	1		\$	980.00
Nelson & District Arts Council	1		\$	631.25
Nelson Cycling Club	1		\$	20,000.00
Nelson Disc Golf Society	1		\$	12,007.52
Redfish Elementary School PAC	1		\$	1,000.00
Riondel & District Curling Club	2		\$	3,135.00
Riondel Arts Club	1		\$	1,733.00
Riondel Campground Society	1		\$	873.00
Robson Fire & Rescue Society	1		\$	1,000.00
Robson Fire Department Social Club	1		\$	1,500.00
Salmo Emergency Support Services Team	1		\$	800.00
Salmo, Village of	1		\$	4,000.00
Selkirk College Foundation	2		\$	3,000.00
Slocan Valley Historical Society	1		\$	680.00
Slocan Valley Rail Trail Society	1		\$	5,000.00
Slocan, Village of	3		\$	4,800.00
South Kootenay Lake Community Service Society	2		\$	2,350.00
Taghum Community Hall Society	2		\$	1,410.00
Valhalla Foundation for Ecology	1		\$	11,520.00
Valley Community Services Society	1		\$	959.16
Valley Volunteers	1		\$	1,000.00
Ymir Community Association	1		\$	4,000.00

# Grants by Type

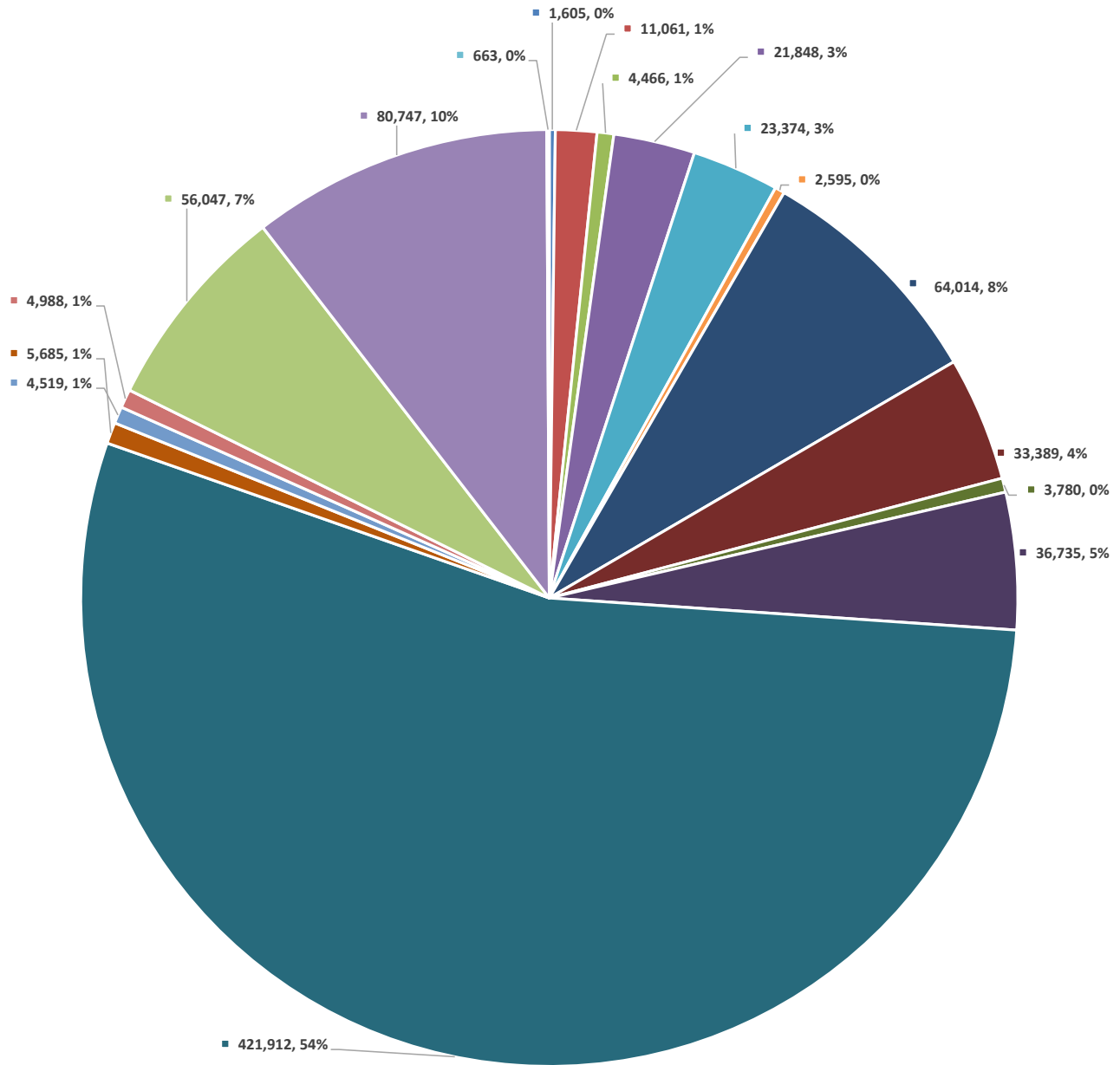




## October 2024 Capital VS Operating Expenditures



# October 2024 Capital by Service



- Aquatic Centre-Castlegar and Areas J and I
- Arena (Castlegar Complex)-Castlegar and Areas I and J
- Economic Development-Area A
- Fire Protection-Area F (North Shore)
- Fire Protection-Area J (Ootischenia)
- Fire Protection-Areas H and I (Slocan Valley)
- General Administration
- Recreation Facility-Creston and Areas B, C and Area A
- Recreation Facility-Nelson and Areas F and Defined E
- Refuse Disposal (Central Subregion)-Nelson, Kaslo, Salmo and Areas D, E, F, and G
- Refuse Disposal (West Subregion)-Castlegar, New Denver, Slokan and Area H, I, J, and K
- Regional Parks-Area A
- Water Utility-Area A (Riondel)
- Water Utility-Area B (Arrow Creek)
- Water Utility-Area B (Erickson)
- Water Utility-Area B (Lister)
- Water Utility-Area K (Edgewood)



THE VILLAGE OF  
**NAKUSP**

October 17, 2024

Regional District Central Kootenay  
PO Box 590  
Nelson BC, V1L5R4  
info@rdck.bc.ca

To Stewart Horn,

**Re: Regional Accessibility Advisory Committee**

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At a regular meeting of Council held on October 16, 2024, Council adopted resolution no. R226/24 as follows:

***“THAT the Village of Nakusp withdraws from the RDCK's Regional Accessible Advisory Committee.”***

We want to thank the RDCK for the opportunity to participate in its Regional Accessible Advisory Committee. However, due to the inability of the RAAC to hold a meeting for Nakusp, we must proceed with our own local committee to meet our legislated requirements under the *Accessibility Act*.

If there are any questions, please contact me at your earliest convenience at 250-265-3689 or by email [cao@nakusp.com](mailto:cao@nakusp.com).

With best regards,

Wayne Robinson  
Chief Administrative Officer



# Board Report

**Date of Report:** October 28, 2024  
**Date & Type of Meeting:** November 14, 2024 – Regular Board Meeting  
**Author:** Jon Jackson, Emergency Program Coordinator  
**Subject:** EM - Grant For Emergency Support Services Equipment and Training  
**File:** 14/7610/01  
**Electoral Area/Municipality** All of RDCK

## SECTION 1: EXECUTIVE SUMMARY

The purpose of this report is to seek Board direction for staff to submit a grant application to the Union of BC Ministers (UBCM) under the ESS Equipment and Training stream of the Community Emergency Preparedness Fund (CEPF) for funds to provide equipment and training for RDCK Emergency Support Services volunteers.

**Staff Recommendation:** That the RDCK Board direct staff to apply to UBCM's CEPF grant program for funding to provide training and equipment for Emergency Support Services volunteers AND FURTHER, if successful, that the revenue received from the grantor, and the expenditure of the associated funds, be managed as part of Service A101.

## SECTION 2: BACKGROUND/ANALYSIS

UBCM has offered a grant stream that is intended to support Local Authorities to build capacity to provide Emergency Support Services to residents affected by disasters.

<https://www.ubcm.ca/cepf/emergency-support-services-equipment-and-training>

The deadline for submission of the application is January 31, 2025.

### History of this grant at the RDCK:

In 2020, we utilized funding from this grant to purchase three IT kits for our ESS teams for Nelson, Creston and Nakusp. In 2023, we utilized further funding from this grant stream to purchase two additional kits for Salmo and Kaslo. Each kit contains five iPads, a printer and the power cables and peripherals to enable the responders to use the Ministry of Emergency Management and Climate Readiness (EMCR) Evacuee Registration and Assistance software (ERA) to provide assistance to people impacted by disasters.

The existing IT kits have been used during training and in response since they were purchased, however, during the recent 2024 Wildfires, the volunteers reported that the ERA tool no longer works properly on the iPads that we have in our kits; we suspect that this is due to changes to the ERA configuration during the latest round of upgrades. This is a major setback and causes delays and frustration to our volunteers and our residents.

Neither the EMCR technical support team, nor the RDCK IT Services team have been able to resolve the problem.

In order to provide ESS services during the most recent wildfires evacuations, volunteers were asked to bring in their own personal laptops. This is not a viable long-term solution as it may lead to confidentiality and data security concerns due to evacuees’ personal information being stored on unsecure devices.

The ESS program would like to utilize these funds as follows:

**1. Equipment:**

Staff has identified a need to replace the existing iPads in our ESS IT kits with laptop computers. The printers and other peripherals in the kits are still functional, but the iPads must be replaced.

**2. Training:**

The Network of Emergency Support Services Teams (NESST) hosts an annual conference offering training and networking opportunities to ESS members throughout BC.

<https://www.nesst.ca/about-nesst>

Reports from previous attendees have been positive, and ESS members within the RDCK area have expressed a desire to attend. The priority for the grant funding will be to ensure that we are **response ready**, with the necessary tools to provide assistance for our clients, we would then consider any remaining funds as a way to assist volunteers to attend the conference, if desired.

If staff is unsuccessful in receiving the grant or directed NOT to apply for the grant, it may be necessary to request additional budget through other sources, such as taxation.

**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 maximum available from the UBCM Community Emergency Preparedness Fund under this grant offering is \$40,000.

The cost estimate for the replacement laptops is in the range of \$1300 to \$1500 each. RDCK IT is currently scoping the standard laptops for this replacement. Staff intends to purchase as many laptops as possible within this parameter, with remaining funds being directed towards ESS volunteer training.

CEPF Grant	\$40,000	
Laptop replacement		\$35,000
Training		\$5,000

The grant will fund 100% of the project costs, so no further taxation costs will be incurred. The revenue from this grant, and the associated expenditure will be managed as part of Service A101.

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

The RDCK must provide Emergency Support Services to our residents as a requirement in the Emergency and Disaster Management Act (EDMA).

### 3.3 Environmental Considerations

None anticipated

### 3.4 Social Considerations:

None anticipated

### 3.5 Economic Considerations:

None anticipated

### 3.6 Communication Considerations:

None anticipated

### 3.7 Staffing/Departmental Workplace Considerations:

Staff time for an Emergency Program Coordinator to apply for, manage and report on the grant. Also staff time will be needed to purchase the equipment and arrange for the training. These activities are part of the normal work plan by the staff members.

### 3.8 Board Strategic Plan/Priorities Considerations:

#### Organizational Excellence

Our objective is to provide a resilient governance structure that fosters excellence in every aspect of service delivery.

- Continue to focus on our core services to ensure effective and efficient delivery through our Region.
- Explore new and emerging technology to enhance customer service experience.

## SECTION 4: OPTIONS & PROS / CONS

It is recommended that the RDCK Board direct staff to apply for funding from UBCM to cover the costs of equipment and training for Emergency Support Services volunteers, and if successful, to purchase the equipment and administer and manage the grant.

**Option 1:** That the RDCK Board direct staff to apply to UBCM's CEPF grant program for funding to provide training and equipment for Emergency Support Services volunteers, in the amount of up to \$40,000 for the purchase of ESS equipment and training.

#### Pros

- More prepared ESS teams, better able to respond to residents needs for future incidents. Having the functional IT kits will eliminate the need for volunteers to bring their own devices, if they even have them, when responding to an incident. Having the correct equipment will reduce the stress on volunteers that may lead to them leaving the ESS program.

#### Cons

- Staff time will be required to apply for and administer the grant, and purchase the equipment.

**Option 2:** That the RDCK Board does not approve the application to UBCM for the grant to cover the costs for equipment and training for ESS volunteers, and directs staff not to replace the equipment.

Pros

- Staff time will not be required to apply for and administer the grant, or purchase the equipment.

Cons

- Volunteers will not have access to the necessary equipment to provide ESS Services.
- Volunteers may become frustrated and leave the ESS program.
- It may be necessary to ask volunteer responders to use their own devices when providing supports to evacuees, and not everyone has a suitable laptop to use, so this could exclude some of our responders from being able to provide ESS services.
- The use of personal devices is a data security and privacy concern
- Delays and inadequate support for RDCK residents that have been affected by emergency incidents

**Option 3:** That the RDCK Board directs staff to include the costs for ESS equipment replacement and volunteer training in the 2025 budget, if an application to UBCM is not approved to cover these costs, and opts to increase taxation instead.

Pros

- More prepared ESS teams, better able to respond to residents needs for future incidents. Having the functional IT kits will eliminate the need for volunteers to bring their own devices, if they even have them, when responding to an incident. Having the correct equipment will reduce the stress on volunteers that may lead to them leaving the ESS program.

Cons

- Additional taxation to residents in the RDCK rather than utilizing available grant funding.

## SECTION 5: RECOMMENDATIONS

That the RDCK Board direct staff to apply to UBCM’s CEPF grant program for \$40,000 in funding to provide training and equipment for Emergency Support Services volunteers, and that if successful, the grant revenue and project costs be recorded in Service A101 Emergency Program Services.

Respectfully submitted,  
Jon Jackson – Emergency Program Coordinator

## CONCURRENCE

Manager of Community Sustainability – Dan Seguin	Approved
GM of Development & Community Sustainability – Sangita Sudan	Approved
Chief Financial Officer – Yev Malloff	Approved
Chief Administrative Officer – Stuart Horn	Approved

### ATTACHMENTS:

None



# Board Report

<b>Date of Report:</b>	September 25, 2024 (1 <sup>st</sup> ), October 29, 2024 (2 <sup>nd</sup> )
<b>Date &amp; Type of Meeting:</b>	November 14, 2024 – Open Board Meeting
<b>Author:</b>	Tanya Pauls, Emergency Program Coordinator, and Dan Seguin, Manager of Community Sustainability
<b>Subject:</b>	EDMA Indigenous Engagement Requirements
<b>File:</b>	<a href="#">\\files\RDCK\14\7625\20\1.0 Emergency Management Framework\2023 New Program Legislation\Indigenous Engagement Requirements</a>
<b>Electoral Area/Municipality:</b>	All Electoral Areas and Municipalities

## SECTION 1: EXECUTIVE SUMMARY

British Columbia's new Emergency and Disaster Management Act (EDMA) requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and regional districts in a culturally safe manner, across all phases of emergency management. The Province has provided \$40,000 of funding to each Local Authority to meet the new requirements. Staff propose that RDCK Local Authorities pool their funding to maximize the effectiveness and efficiency of this funding.

This report includes:

- Background information to support the included proposal complete with BC legislation history and updates;
- Financial implications to the RDCK and participating municipalities;
- A proposed plan for meeting current legislation while continuing to build relationships with Indigenous Governing Bodies (IGBs).

### Staff recommendation:

THAT the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

## SECTION 2: BACKGROUND/ANALYSIS

### BACKGROUND

In 2019, the Government of British Columbia passed the Declaration on the Rights of Indigenous Peoples Act (DRIPA). Among other requirements, this Declaration Act mandates the Province to bring provincial laws into alignment with the UN Declaration on the Rights of Indigenous Peoples (UN Declaration). The new Emergency and Disaster Management Act (EDMA) received Royal Assent on November 8, 2023, bringing with it new and updated requirements for regional districts and municipalities.



EDMA requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and regional districts in a culturally safe manner, across all phases of emergency management. Municipalities and regional districts must work with IGBs to identify the areas of an IGB's traditional territory or treaty lands that fall within the municipalities and regional districts emergency management authority.

Municipalities and regional districts are currently required to consult and cooperate with IGBs in these geographic areas during response and recovery. Once the emergency management regulations for municipalities and regional districts have passed (expected Spring 2025), regulated entities will also be required to update their risk assessments and emergency management plans in consultation and cooperation with IGBs. Updated assessments and plans will then be required to incorporate available local Indigenous knowledge, describe measures to mitigate disproportionate impacts, and promote cultural safety.

Administered by BC's Ministry of Emergency Management and Climate Readiness (EMCR), the government of British Columbia has given funding to each regional district and municipality within the province for the 2024/25 fiscal year. This provincial funding stream is the Indigenous Engagement Requirements (IER) Funding Program. Local governments with common interests (regional districts and the municipalities within them) are encouraged to pool their funds together to achieve Indigenous engagement within the context of emergency management.

EMCR recently announced that the same funding program would continue with additional funds that will be dispersed in the 2025/26 fiscal year, opening the door to opportunities for continued and future connection and collaboration.

## **ISSUES**

The RDCK oversees Emergency Management for 6 municipalities: Village of Salmo, Village of Nakusp, Village of Kaslo, Village of New Denver, Village of Silverton, and Village of Slokan. Within the RDCK, three municipalities oversee their own Emergency Management program: City of Nelson, City of Castlegar, and the Town of Creston. All municipalities and the RDCK have received separate IER funding allotments in the amount of \$40,000 each.

The RDCK and each of the 9 municipalities within it need to meet EDMAs requirements of IGB engagement with the same IGBs. This poses the concern that individually approaching local First Nations will cause engagement fatigue, and further, is not respectful of First Nations capacity for this work.

This engagement process is significant and vital. It will benefit from a coordinated project management by experienced professionals to meet the timelines laid out by the province. Further, by pooling local authority funding, the RDCK has the opportunity for a more substantive and comprehensive engagement all while respecting First Nation capacity.

## **RESEARCH**

Since Spring 2024, the RDCK Emergency Management team connected with neighbouring regional districts to learn from their experiences. Pooling funds from all local authorities within a region is suggested and encouraged by EMCRC, and this strategy has been successful in Regional Districts that border the RDCK. The regional districts worked together with the municipalities in their area, each one individually meeting EDMA's requirements.

In addition, the RDCK Emergency Management team has organized educational meetings for all municipality CAO's within the RDCK. A representative from EMCR was invited to present on EDMA requirements and expectations, and CAO's were given the opportunity to ask questions. While only one CAO was able to attend, the complete slide deck of the presentations was sent to each CAO. These emails were followed up with phone calls to make sure that each CAO received the information. Follow up emails were sent to CAO's at each step of the research process in an attempt to ensure alignment in process with the partner municipalities.

## SOLUTION

As has been done successfully by neighbouring Regional Districts, the solution to meeting EDMA's requirements in a timely manner while achieving the necessary results is the hiring of subject matter experts – a consulting firm that has a proven track record and significant experience planning and leading similar projects. The hiring of this consulting firm would be funded through the pooled IER funds. The consultants' role would be the design and facilitate the engagement process between the participating local authorities and First Nations.

Interested firms will be asked to quote a project which includes the following deliverables:

- The development of a project plan to be approved by RDCK Emergency Management staff that meet all EDMA requirements for all participants and include a needs assessment to ensure a regional yet individualized approach and outcomes;
- Project management guidance;
- Identification and confirmation of which First Nations needed to be consulted for each participating Local Authority;
- The implementation of the approved project plan, including training, facilitation/hosting of relationship-building activities, and drafting/facilitating agreements;
- The completion of final provincial reporting requirements;
- Content development for the EDMA-compliant RDCK and Partners Emergency Management Plan sections that relate to Indigenous involvement across all phases of emergency management;
- Additional priorities identified by project partners.

This approach is regional, yet individualized – meaning that all participating parties are able to meet their individual provincial requirements through their participation.

Below are the stated intentions for each Municipality collated during earlier consultation with them and RDCK emergency management staff. Note that other than Slovan, the intentions are pending individual Council approvals and resolution:

- |   |                            |
|---|----------------------------|
| • Castlegar - Chris Barlow                                | • Nelson - Kevin Cormack   |
| • Nakusp - Wayne Robinson                                 | • Creston - Mike Moore     |
| • Salmo - James Heth (needs revisiting – CAO has changed) | • Kaslo - Robert Baker     |
|   | • Slovan - Michelle Gordon |

Awaiting decision:

- Silverton - Elsie Lemke (needs revisiting – CAO has changed)
- New Denver - Ash Alam

## PROCESS AND TIMELINE

### 1) **Contracting and Agreements: January-February 2025**

- Municipalities choosing to participate will seek Council resolutions to support the work and funds transfer
- Draft and establish agreements with participating municipalities
- Post RFP and award contract

### 2) **Fund Transfer: February 2025 – March 2025**

- Transfer of funds from participating municipalities to RDCK, which meets EMCR requirements for Municipalities “spending their funds” by March 2025

### 3) **Implementation: March 2025 – March 2026**

- Interim reports (March 2025) + RDCK and participating municipalities
- Consultants implement the proposed phased project scope as follows:

#### **Phase 1: Project Initiation (2 months)**

##### *Identify Partners and Project Framework*

- Confirm all parties that could have an interest in the project:
  - Elected Officials
  - Advisors or Elders
  - Administration and
  - Emergency Management Staff
- Confirm project governance structure
- Identify key decision points, decision-making framework, and feedback cycles to the Board and Councils.

##### *Understand Background and Current Relationship*

- Understand readiness to engage
- Review received education and training
- Review past successes in building relationships
- Collect and read any relevant material that will enhance working with emergency management partners (i.e. bylaws, terms of reference)

#### **Phase 2: Project Plan Development (2 months)**

##### *Co-Develop Project Plan*

- Seek feedback from local authority and Indigenous governing bodies (IGB) representatives to learn what engagement approach might work best for them
- Create a project plan that reflects what was heard from partners and respects Indigenous protocols and Indigenous data governance practices
- Create an education and training plan that reflects the level of engagement readiness of participating Municipalities and RDCK Elected Officials and Emergency Management staff
- Co-develop and confirm shared values and project goals
- Identify critical project contacts and relationships

#### *Validate Mutual Scope of Work*

- Complete planning discussions to develop an inclusive education and training plan, and workshop for the development of a communications protocol and/or road map
- Validate the mutual scope of work, timeframe, and outcomes

### **Phase 3: Engagement, Education, and Communications Protocol (3 months)**

#### *Complete Education and Training and Workshops*

- Facilitate virtual or in-person workshop(s) with all parties to address identified areas of learning to increase engagement readiness of participating Municipalities and RDCK Elected Officials and Emergency Management staff. For example:
  - Cultural humility training
  - Education on specific local First Nations

#### *Complete Interviews and Workshops*

- Facilitate virtual or in-person workshop(s) with all parties to map out how to engage and communicate across jurisdictions, including how and when each party would like to be communicated with during an emergency event, as well as throughout each relevant phase of emergency management.
- Strengthen and enhance stress-resilient relationships through engagement processes.
- Complete additional interviews, as required.
- Provide a draft communications protocol that all parties could use to supplement emergency operations centre plans and operational tools.
- Host virtual meetings to seek feedback on the draft communications protocol.
- Finalize the communications protocol and distribute to all parties involved.

### **Phase 4: Create a Sub-Regional Roadmap for the RDCK and Participating Municipalities (3 months)**

#### *Build a Sub-Regional Roadmap*

- The Consultant will lead the parties through a process to develop a multi-year sub-regional emergency management roadmap to uphold EDMA Indigenous engagement requirements
- This roadmap would establish a foundation for Indigenous engagement with Indigenous Governing Bodies and identify opportunities for future subregional collaboration and mutual aid across shared EM priorities.
- This project could include some or all of the following activities to co-develop a shortlist of opportunities for improved collaboration and alignment:
  - Formalizing the RDCK/Municipalities existing emergency management collaboration efforts;
  - Assessing the EDMA Indigenous engagement requirement needs of all respective authorities (including individual capacities and preferences)
  - Identify shared values and priorities to strengthen existing and new relationships
- This project will result in a road map summary and a more detailed action plan for further collaboration. The outcomes will help reduce the impact of new EDMA legislative requirements and identify short- and long-term opportunities for future emergency management alignment within the RDCK.
- Identify how future IER provincial funds could be utilized to continue engagement

**Phase 5: Report Back and Close Out (2 months)**

*Complete the Province of BC’s IERFP Reporting Requirements*

- The Consultant will draft and validate the final report documenting the collaboration process and how the IERFP funds contributed to program goals
- The Consultant will make final edits and share the final report for submission to EMCR

*Closing Out / Project Conclusion*

- Complete a final presentation to staff and elected officials
- Turnover products to the client

**Draft Consultant Timeline**

Phase/Month	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Phase 1:</b> Project Initiation										
<b>Phase 2:</b> Project Plan Development co-developed with participating Municipalities and First Nations.										
<b>Phase 3:</b> Engagement, Education, and Communications Protocol.										
<b>Phase 4:</b> Create a Sub-Regional Roadmap for the RDCK and Participating Municipalities										
<b>Phase 5:</b> Revise final materials and distribute. Report Back and Close Out										

**Timeliness Consideration:**

An important factor to consider for this project is current and upcoming grant applications to provincial grants. Participating municipalities and RDCK departments are currently having challenges meeting grant application requirements of Indigenous engagement because this process has not yet been finalized. The potential consequence of this is the denial of grant funding that would otherwise be available.

It was recently announced that the IER program has been extended from March 2025 to March 2026. However, each regional district and municipality that has received funds must submit an interim report to the province detailing their progress on meeting EDMA requirements to avoid losing IER Funding for the current year and forfeiting further IER Funding in the coming fiscal year.

**RISKS OF NOT POOLING FUNDS AND WORKING TOGETHER**

All municipality and RDCK relationship-building capabilities would be limited if the option of pooling funds it not utilized. Each municipality within the RDCK would also risk alienating our First Nation partners with over-engagement – working together with one coordinated group is much more manageable than doing the same work with 10 different partners.

Additionally, not having a coordinated approach within the RDCK for building relationships and having clear emergency management procedures has the potential to cause confusion during emergencies, limiting the effectiveness of the RDCK emergency management program.

### STAFF RECOMMENDATION

THAT the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

## SECTION 3: DETAILED ANALYSIS

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

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

Administered by BC's Ministry of Emergency Management and Climate Readiness (EMCR), the government of British Columbia has given \$40,000 to each regional district and municipality within the province for the 2024/25 fiscal year. This funding stream is called the Indigenous Engagement Requirements (IER) Funding Program.

Each municipality interested in partnering as detailed above will be asked to provide a resolution from their Council in support of the work and fund transfer, and sign an MOU to show their agreement to participate in the shared funding pool and collective participation in this project. Provided that all municipalities contribute their funds to this project would require an amendment to the 2024/25 Financial Plan from A101 Emergency Consolidated Services in OPR501-105 Emergency Management - Indigenous Engagement, to receive up to \$360,000 in 43500-External Contributions and include expenditures not to exceed \$360,000.

Eligible expenses outlined by Provincial funding directions include the following:

- All costs considered to be necessary for the successful implementation of an IER activity or activities
- Costs related to meeting recipients specific emergency management program requirements, where related to implementation of EDMA and Indigenous engagement requirements
- First Nations, community, and public engagement / education related to new procedures and processes in emergency management
- Incremental staffing costs (for example: for engagement facilitation or plan development)
- Administrative costs (for example: for internal financial or activity reporting to the Province)
- Travel costs to attend meetings and engagements (regular staff salaries are not eligible expenses)

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

In 2019, the Government of British Columbia passed the Declaration on the Rights of Indigenous Peoples Act (DRIPA). Among other requirements, this Declaration Act mandates the Province to bring provincial laws into alignment with the UN Declaration on the Rights of Indigenous Peoples (UN Declaration). The new Emergency and Disaster Management Act (EDMA) received Royal Assent on November 8, 2023, bringing with it new and updated requirements for regional districts and municipalities.

EDMA requires that consultation and cooperation with Indigenous Governing Bodies (IGBs) is undertaken by all municipalities and regional districts in a culturally safe manner, across all phases of emergency management. Municipalities and regional districts are currently required to consult and cooperate with IGBs on these geographic areas during emergency response and recovery.

Once the emergency management regulations for municipalities and regional districts have passed (expected Spring 2025), regulated entities will also be required to update their risk assessments and emergency management plans in consultation and cooperation with IGBs. Updated assessments and plans will then be required to incorporate available local Indigenous knowledge, describe measures to mitigate disproportionate impacts, and promote cultural safety.

### **3.3 Environmental Considerations**

This section is not applicable.

### **3.4 Social Considerations:**

RDCK residents benefit from an efficient and experienced Emergency Management team. This project will ensure that RDCK staff involved in emergency operations communicate clearly with all applicable parties, have previously agreed-upon procedures in place for communications with Indigenous partners, and can make sensitive decisions from a culturally safe perspective.

### **3.5 Economic Considerations:**

This section is not applicable.

### **3.6 Communication Considerations:**

This project will not require external communications. The successful consulting team and RDCK emergency staff members will conduct internal communications as needed.

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

If the Board approves the staff recommendation, working with a consulting company will significantly reduce staff time required for the project. Efforts will go towards liaising with the Consultant and providing them required information, engaging with partner municipalities, and participating in engagement-related activities. Further, emergency management staff and Elected Officials from all participating Local Authorities will participate in the process to some extent (training sessions, collaborative discussions, etc.).

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

This project aligns with the following points of the RDCK Board's Strategic Plan:

- **Organizational Excellence:** Continue to focus on our core services to ensure effective delivery through our Region.
- **Develop Relationships and Partnerships:** Continue on the path to reconciliation through respectful and inclusive dialogue, AND Form long lasting, strong partnerships with Indigenous communities in support of their continued success.
- **Energy Efficiency and Environmental Responsibility:** Proactively prepare for and mitigate the impacts of natural risks, including preparedness at the community level, AND Support community resiliency with resident safety as our top priority.

This project also meets four of the RDCK Board’s Strategic Plan Values: Inclusivity, Integrity, Working together, and Reconciliation.

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

This proposal also assists the RDCK and partnering municipalities meet provincial requirements of EDMA in a timely manner. The project is extensive, and this proposal provides solutions for lack of RDCK staffing resources and detailed background knowledge of EDMA requirements.

### **Option 1: Pool funds, issue RFP, and hire a consultant**

Pros:

- Lessens engagement fatigue on participating IGBs,
- Ensure that the RDCK meets the requirements set out in EDMA.
- Working with subject matter experts ensures that this work will build successful relationships in a culturally safe process.
- The proposed engagement approach fosters open dialogue, mutual respect, and collaborative decision-making.
- Efficient use of RDCK EM staff.
- Efficiently utilizes province-provided funds.
- Provides a learning opportunity for current EM staff from subject matter experts.

Cons:

- Some funding will go to consulting fees rather than actual engagement activities

### **Option 2: Pool funds, run the project internally (no RFP or consultant)**

Pros:

- Allows for more funds to go to engagement activities rather than consulting fees

Cons:

- Potential to not meet the provincial deadline for utilization of IER funds
- Higher demand on RDCK emergency management staff.

### **Option 3: Do not pool funds, only spend the \$40,000 the RDCK received.**

Pros:

- Would meet RDCK’s responsibilities under EDMA.

Cons:

- RDCK cannot guarantee that municipalities in its EM program will adequately engage IGBs.
- Places pressure on small regional municipalities to complete work they are not experienced in with limited resources.
- Increases engagement fatigue on participating IGBs,
- Risks not meeting the provincial deadline for utilization of IER funds due to limited capacity of RDCK emergency management staff,
- Does not efficiently utilize IER regional funds,



## SECTION 5: RECOMMENDATIONS

THAT the RDCK Board partner with those member municipalities who agree to do so in completing the Indigenous Engagement Requirements under the Emergency Disaster Management Act; AND FURTHER that the Board direct staff to write and issue an RFP requesting proposals from interested consulting firms based on the phased approach outlined in the staff report presented at the November 14, 2024 Open Regular Board Meeting; AND FURTHER that the Board approve an amendment to the 2024 Financial Plan for Service A101 Emergency Consolidated Services to increase External Contributions Revenue by up to \$360,000 and Contracted Services by up to \$360,000.

Respectfully submitted,  
Tanya Pauls – Emergency Program Coordinator

## CONCURRENCE

Chief Administrative Officer – Stuart Horn	Approved	
Chief Financial Officer – Yev Malloff	Approved	
General Manager of Development and Community Sustainability Services – Sangita Sudan		Approved
Manager of Community Sustainability Services – Daniel Séguin	Approved	



**B.C. Watershed Security Fund  
FUNDING AGREEMENT  
Grant Number WSF-2024-127**

**building our partnership for working together on water sustainability for yaqan nu?kiy ?amak?is -  
Creston Valley**

**BETWEEN:**

Real Estate Foundation of British Columbia (REFBC or "we") on behalf of the Watershed Security Fund

**AND:**

Regional District of Central Kootenay (RDCK) ("you")

**Commitments, Pledges, and Representations**

The B.C. Watershed Security Fund (WSF) was established in 2023 through a historic contribution by the Province of B.C. of \$100 million to kick start the creation of the Fund. The Real Estate Foundation of BC (REFBC) and the First Nations Water Caucus (Water Caucus) - with the First Nations Fisheries Council (FNFC) - are collaborating as partners to provide interim Fund stewardship, and to support co-development of a permanent, co-governed entity that will oversee and manage the Fund over the longer term. The Province has an advisory role as work on the Fund gets underway.

For the purpose of this grant agreement, REFBC is the legal entity responsible for administration of the grant and will carry out our role in a way that upholds our commitment to co-development and co-governance of the interim WSF grants program in partnership with the Water Caucus and FNFC as secretariate to the Water Caucus.

We:

- commit to provide up to **\$150,000.00** to you for "building our partnership for working together on water sustainability for yaqan nu?kiy ?amak?is - Creston Valley," payable according to the Payment Schedule below.
- recognize that the project and the communities it serves come first. We understand that challenges and changes may arise during the project, and we are committed to working with you to adjust reporting requirements, budget allocations, scope, and/or project timelines and to make other adaptations as needed.
- pledge to continue our journey of decolonization, to support the advancement of the United Nations Declaration of the Rights of Indigenous Peoples, and to incorporate the principles of justice, equity, diversity and inclusion in our work so that we can be a better funding partner to you and to our other funding recipients.

You:

- represent that you have the power, authority and capacity to enter into this Agreement and to carry out the project.





- commit to carry out the project, "building our partnership for working together on water sustainability for yaqan nu?kiy ?amak?is - Creston Valley," as described in the application dated July 2, 2024, and, if applicable, as modified by mutual agreement in writing through any later communications.
- commit to use WSF funds for the project only on expenses incurred on or after September 12, 2024, and to keep records regarding your use of WSF funds.
- commit to advise us in writing (email preferred) and obtain mutual agreement with us of any significant changes affecting the project, such as changes to project goals, activities, scope, and/or timelines, or changes to the budget representing a significant shift (15% or more) of the total approved grant).
- commit to share project progress, learning and outcomes with us to help inform our understanding of both sectoral trends, and your specific challenges and opportunities.

### Amending this Agreement

Either party may amend this Agreement, including the project description, payment schedule, and report deadlines by providing notice in writing and upon receiving the written consent of the other party (email preferred).

### Payment Schedule and Reporting Requirements

We will make the first payment of **\$142,500.00** to you after we receive a fully signed copy of this Agreement.

We will make a final payment of **\$7,500.00** to you after we receive from you a Final Report to our satisfaction. The Final Report is due on or before **November 30, 2025**, and should be submitted through WSF's online report form, a link to which will be provided 30 days in advance of the due date.

If we have questions about your report, we will contact you for clarification. We endeavor to review reports and process payments within 4-6 weeks of receipt, but expedited processing may be available on request if needed. Payables are processed mid-month and end-of-month.

We use the reports to understand the story of your work and your successes and challenges. Taken together, project reports help us to identify trends and issues across the sector for advocacy and program development. We will obtain your permission first if we want to quote from or reproduce any part of your report directly.

Information on our reporting approach and requirements can be found on the project teams resources page of our website ([www.watershedsecurityfund.ca](http://www.watershedsecurityfund.ca)).

### Acknowledging and Recognizing Watershed Security Fund Partners

If you plan to recognize funding partners in project-related communications or materials, please use WSF Logo Files on the project teams resources page of our website ([www.watershedsecurityfund.ca](http://www.watershedsecurityfund.ca)) and follow the WSF Logo & Recognition Guidelines.

### Cancelling this Agreement and Returning Funds

WSF-2024-127 - Funding Agreement

Page 2 of 4





You may cancel this Agreement at any time by notifying us in writing (email preferred). Before you cancel, we encourage you to contact us first to discuss your concerns and any changes the parties could make to the Agreement or to the project to avoid cancelling the Agreement.

We may cancel this Agreement, by notifying you in writing, if we determine that the project cannot be completed. We prefer and strive to have both parties make that determination together but the final decision rests with us.

We will withhold any further funding under this Agreement from you and may request that you return any unused funds that we had paid to you if: (a) this Agreement is cancelled as described above; or (b) if this Agreement is not cancelled, but where you have informed us or both parties agree that you do not need to use the full amount of the awarded funds. The returned or unspent funds will support WSF's other work and/or be reinvested in the projects of our other funding recipients.

Unless we determine that there was negligence or wilful misconduct by you, the return of funds or the cancellation of this Agreement will not prejudice you from applying for or receiving funding from us in the future.

#### **Subcontracting and Reassigning**

You may use subcontractors to help you carry out the project and you may use the WSF funds you have received to pay them, so long as you, not us, will be responsible for making the required source deductions, remittances, subcontractor payments, and other steps under law.

If you wish to assign your rights and responsibilities in this Agreement to a third party (so they, for example, will receive and administer WSF funds and provide reports), you will first send a written request (email preferred) to us. We will review the request and, if we agree to proceed, have all three parties enter into a further assignment agreement, in writing.





### Communications and Contacts

The preferred method of communication is email. All email communications should be sent to the contacts below, should include the Grant Number (WSF-2024-127) in the subject line, and should cc [grants@watershedsecurityfund.ca](mailto:grants@watershedsecurityfund.ca)

#### **WSF Relationship Manager:**

Natalie Ord, Program Specialist, Watershed Security  
[natalie@refbc.ca](mailto:natalie@refbc.ca) & cc: [grants@watershedsecurityfund.ca](mailto:grants@watershedsecurityfund.ca)  
(604) 398-3472

#### **Regional District of Central Kootenay (RDCK) Project Lead:**

Paris Marshall Smith, Sustainability Planner  
[pmarshallsmith@rdck.bc.ca](mailto:pmarshallsmith@rdck.bc.ca)  
Regional District of Central Kootenay (RDCK)  
po box 590 202 Lakeside Drive  
Nelson, BC V1L 5R4

If your Project Lead changes, or there are additional contacts to be cc'd on funding-related communications (such as project staff, partners, accounts receivable, etc.), you should email us at [grants@watershedsecurityfund.ca](mailto:grants@watershedsecurityfund.ca) with their name(s), job title(s), and email address(es) so we can update our file.

### Freedom of Information & Privacy Statement

As a "public body" under the *Freedom of Information and Protection of Privacy Act* (BC) ("FIPPA"), REFBC may receive freedom-of-information requests, including requests for your records. We will comply with such requests but give notice to you in accordance with FIPPA if we have reason to believe the record contains information that would harm personal privacy, your business interests or the interests of an Indigenous people.

### Indemnification

The parties agree to comply with all applicable laws. You agree to indemnify and save harmless REFBC from any claim or expense of whatever kind or nature arising from Regional District of Central Kootenay (RDCK) carrying out, or failing to carry out, the project and its obligations under this Agreement, unless the claim or expense was caused by REFBC's negligence or wilful misconduct. This obligation survives the cancellation of this Agreement for five (5) years and the term "REFBC" in this paragraph includes REFBC's employees, volunteers, governors, officers, and agents.





**Watershed  
Security Fund**


**Signing this Agreement**

The parties accept the terms and conditions of this Agreement and agree that each of them has received good and sufficient consideration for every promise, right, and commitment in this Agreement. Each person signing below confirms that they have the power and authority to enter into this Agreement on behalf of their respective organizations.

The parties may each sign their own copy of this Agreement, each of which shall be deemed an original, but all of which together shall form one and the same complete signed Agreement. The parties may also sign and deliver this Agreement by electronic means, including by DocuSign and by email in PDF format.

**B.C. Watershed Security Fund**

Per:


DocuSigned by:  
  
DD55704D537F4F6...

Mark Gifford  
Chief Executive Officer  
Real Estate Foundation of British Columbia  
460 355 Burrard St  
Vancouver BC, V6G 2G8

**Regional District of Central Kootenay (RDCK)**

Per:

Aimee Watson  
Chair  
Date Signed:

Signed by:  
  
7F1AD2C893B94F7...

Stu Barnes  
Executive Director  
First Nations Fisheries Council of British Columbia  
320 1200 West 73rd Avenue  
Vancouver, BC V6P 6G5

Mike Morrison  
Corporate Officer  
Date Signed:



**First Nations  
Fisheries Council  
of British Columbia**





# Quarterly Report

Q3 2024

Corporate Administration

[rdck.ca](http://rdck.ca)

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<b>DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)</b>							
<b>Project/Initiative Name</b>	<b>Date Assigned</b>	<b>Responsible Manager</b>	<b>Board Strategic Priority</b>	<b>Applicable Areas Of RDCK</b>	<b>Project Completion Status</b>	<b>Anticipated Completion Date</b>	<b>Board Notes</b>
<b>Regional Mobility Working Group</b>	2024-08-15	GM Development and Community Sustainability	Recreation , Parks and Trails	Entire RDCK	1% to 20% complete	2026-12-08	384/24 That the RDCK Board direct staff to establish a collaborative working group on regional transportation and partner with regional industry, local governments, and community organizations AND FURTHER, that up to \$15,000 be used from S100-General Administration – Local Government Climate Action Program reserve to fund the initiative; AND FURTHER, that the working group Terms of Reference come back to the Community Sustainable Living Advisory Committee for review.
<b>CSLAC Committee Bylaw &amp; Project Fund Policy</b>	2024-08-14	GM Development and Community Sustainability	Coordinated Service Delivery	Village of Kaslo,Village of Silverton,All Electoral Areas	40% to 60% complete	2024-12-11	456/24 That the Board direct staff to draft a Community Sustainable Living Advisory Committee Bylaw to replace the Terms of Reference. 457/24 That the Board direct staff to prepare a Community Sustainable Living Advisory Committee Project Fund policy.
<b>Dog Control - Area A, B, C, H and area K expansion</b>	2020-10-10	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area H,Area I,Area J,Area K,Village of Nakusp	60%- 80% complete	2025-05-31	Responsible Dog Bylaw will be introduced to Board for rural areas and interested municipalities. Capacity is an issue since dog control requires specialized skill to support dogs at large that may pose risk to human and other dogs and animals which is primarily the issue being addressed by the bylaw. Barking dogs addressed through noise bylaw.
<b>Review Noise Bylaw 2440, 2015</b>	2022-09-22	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	2025-12-21	Seek legal review of Noise bylaw Staff considering adding barking dogs This review is part of an overall review of all bylaw enforcement bylaws. Reports are being prepared for Board.
<b>Expansion of Kootenay Conservation Program</b>	2021-09-23	GM Development and Community Sustainability	Part of RDCK Core Services	Area C,Area G,Village of Kaslo,City of Nelson,Village of Slokan,Village of Silverton,Village of New Denver	60%- 80% complete	2026-11-28	The service has expanded to include all of Area H and F. AAP scheduled for July 2024 in area G has been postponed. City of Nelson has expressed an interest to join service but waiting for formal notice from Council to the Board.
<b>Comprehensive review of bylaw</b>	2023-08-17	GM Development	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	2025-12-11	Staff capacity analysed and will be presented to Board with options. Will require some legal review for 2025.

<b>DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)</b>							
<b>Project/Initiative Name</b>	<b>Date Assigned</b>	<b>Responsible Manager</b>	<b>Board Strategic Priority</b>	<b>Applicable Areas Of RDCK</b>	<b>Project Completion Status</b>	<b>Anticipated Completion Date</b>	<b>Board Notes</b>
<b>enforcement regulatory bylaws &amp; options for funding</b>		and Community Sustainability					Bylaws being reviewed are Unsightly, nuisance, noise and soil deposit and removal bylaw.
<b>Engage RDCK Indigenous Nations on Opportunities for Partnership</b>	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2024-12-31	Training for the Board on cultural sensitivity and humility scheduled for November. Training will build capacity and understanding and support relationship building with Yaqan Nukiy and elected officials. Initiatives like KLP, Water Sustainability Plan/water feasibility study, Parks and trail planning/TUS are endorsed by Chief and Council. Other work on relationship building is through SLRP with Sylix-Okanagan Nation and Sinixt Confederacy.
<b>Converting Historical Building Permits to Digital format</b>	2018-03-31	Mgr. Building	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	2024-07-18	First batch of Permits were sent out in March 2024. This will be ongoing work until all historic permits are digitized for ease of retrieval and based on available budget.
<b>Building Officials Training Program</b>	2018-11-15	Mgr. Building	Part of RDCK Core Services	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas	80%- 99% complete	2025-09-30	Senior Building Official also registered building officials and plumbing officials with years of training are now located in Creston and Nelson office. Both coordinate training and development to building officials and plan checkers by reviewing work, ensuring BCBC interpretations and delivery of service is consistent in the region, provide on site training for part 3 and part 9 buildings currently under construction within the service area.
<b>Update Building Inspection Service Agreement with Municipalities</b>	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver	20% to 40% complete	2025-11-30	To ensure consistency and reduce potential risk work with municipal service participants to bring the building bylaw in alignment with the Building Act and define how the service will be provided via a service agreement. Current preparing for stakeholder engagement phase.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Building Services Policy Review</b>	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2025-09-30	Progress has been made on policy update and creation. Priority Policies to update include: Lapsed Building Permit Policy 400-01-07, Expired Building Permit Policy 400-01-02, Building Inspection Service - Process for Lack of Valid Permit 400-01-5, Building Permits for Manufactured Homes 400-01-07
<b>Update Building Bylaw 2200</b>	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, Village of New Denver, All Electoral Areas	40% to 60% complete	2025-09-30	Completed initial review and building bylaw amendments: Fees will now be evaluated with Marshall Smith calculator where applicable while other fees have increased to support compliance, removal of building permit application forms removed from building bylaw and delegated to the building manager to ensure the applications are current and inform public of what items are required in order to complete a building permit and expedite a plan review. New amendments will be recommended in 2025 once new building manager is recruited and after consultation with municipal staff in the service area.
<b>SES - GHG Reduction Feasibility for RDCK Facilities Project</b>	2022-05-01	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2024-10-12	Current: - approved application to FCM/GMF GHG Reduction Pathway Feasibility Study grant - Consultant (Building Energy Systems Ltd.) performing site energy audits and ASHRAE level 2 facility modelling / analysis Next: - First workshop with facility managers / operators presenting high level pathways Barriers: - Staff capacity - Dispersed nature of facility management
<b>Regional Invasive Species Working Group</b>	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2024-07-19	Current Status – Board approved funding for year 2 (July 2024 to July 2025) - 2nd meeting happened Dir Hewat and Vandenberghe appointees (Chair) Next steps - Support meetings as needed Barriers - No funding
<b>Natural Asset Management Plan for Ymir Watershed/Quartz Creek</b>	2024-06-18	Mgr. Community Sustainability	Water Protection and Advocacy	Area G	1% to 20% complete	2025-01-31	Current status: RFP closed, evaluating proposals Next steps: Complete contracting and launch project Possible barriers: Budget is currently lower than what's been proposed, preparing options

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>RDCK Regional Roundtable Wildfire Resiliency Tool (Formerly CBT Lightship Project)</b>	2023-04-14	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	60%- 80% complete	2024-12-31	Current status: Hired consultant is working with RDCK GIS to design and develop the platform. Anticipated implementation in late 2024. This project is proceeding with collaboration from all stakeholders. The Roundtable is reviewing how the Provincial, FNSS and RDCK datasets can all be accessible to use on different GIS platforms, and aggregate data to the same standard. This platform is being tested by stakeholders for end 2024 completion and implementation.
<b>Operational Fuel Treatments - Selous, Queens Bay, Woodbury</b>	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2025-01-31	Current status: Prescribed burning in Selous planned completed this spring + FPInnovations research on the treatment. Final Reporting be initiated Selous: Selkirk College completed LiDAR analyses and reporting on findings, FPInnovations starting contract to evaluate treatments, post various treatments and pre-post Rx burn completed by BC Wildfire. FP Innovations study and report complete. Currently providing final reporting to FESBC. Woodbury: Exploring options for 2025 treatment to be funded by CBT
<b>2024 Wildfire Mitigation</b>	2024-01-01	Mgr. Community Sustainability	Wildfire Management	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K,Village of Salmo,Village of Kaslo,Village of Nakusp,Village of Silverton	1% to 20% complete	2024-12-31	The Community Wildfire Protection Plans (CWPPs) for Areas A,B,C,G,J,K, Salmo, Nakusp, need to be updated this year to Community Wildfire Resiliency Plans (CWRPs). New CWRPs were completed in 2023 for Area D,E,F,I and Kaslo. These plans inform risk reduction for wildfire including new priority treatment units for fuel reduction. Staff are initiating the CWRP updates and identify funding, partners and external agencies for fuel treatment. Funding for prescriptions will be sought in 2025. Staff are engaging with the Selkirk Resource District which is doing wildfire risk reduction.
<b>2024 FireSmart Program</b>	2024-04-01	Mgr. Community Sustainability	Wildfire Management	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K,Village of Salmo,Village of Kaslo,Village of	60%- 80% complete	2025-04-30	2024 CRI allocation-based application was successful. Resident uptake for Home Partners Assessments has been higher this year at 572 assessments to date; residents are also applying for the rebate program. The Neighborhood Recognition Program will also see a number of new communities recognized this year. Barriers: New allocation-based funding required more conversation with UBCM to ensure accurate application. There has a delay in starting the CWRP updates as BC Wildfire update requirements are clarified. These plans will be completed in the spring of 2025.

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Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
				Slocan, Village of Silverton, Village of New Denver			
<b>2024 Wildfire: Community Recovery</b>	2024-10-01	Mgr. Community Sustainability	Part of RDCK Core Services	Area D, Area H, Village of Slocan, Village of Silverton, Village of New Denver	1% to 20% complete	2025-04-30	As part of EOC 2024 wildfire response and recovery actions, RDCK EM staff has engaged Colliers Project Leaders to take a leadership role in the community recovery planning process while mentoring the RDCK team to improve the in-house knowledge and skills. The Colliers and RDCK project teams will work together to complete a recovery plan, gap analysis, project registry, and inform the RDCK Emergency Management Plan currently being redrafted to align with EDMA. The project is funded by EMCR through EOC response-costs.
<b>Alternate EOC</b>	2023-10-01	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	80%- 99% complete	2024-12-31	2023: Began project to establish an alternate EOC in the event the primary EOC needed to be evacuated. Initial procurement, IT/networking, and protocols were developed. 2024: Finalize IT/networking, use UBCM CEPF funds to complete needed procurement (based on RDCK IT staff's plan), and conduct exercise to practice needing to activate alternate EOC. 2024 Oct: Site is ready for use with some work-around needed (e.g. bringing more phones in). IT has some work to finalize/clean-up network-related connections.
<b>EDMA - Indigenous Engagement Requirement</b>	2024-01-01	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2026-03-31	As part of EDMA, local authorities are required to engage with Indigenous Governing Bodies on all aspects of emergency management. The Province has provided LAs \$40,000ea for the engagement. The RDCK is collaborating with its partner municipalities and pool funds to coordinate the engagement in hopes of reducing the burden on our First Nations. CURRENT: Staff recommendation with board to pool funds, enter up to 9 MOUs with partners' municipalities, RFP to consultant to leads the engagement.
<b>Emergency and Disaster Management Act</b>	2023-11-08	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2026-12-31	On November 8, 2023, the Emergency and Disaster Management Act (EDMA) Came into Force and replaced the Emergency Program Act. As part of the phased implementation of the legislation, the Province of BC is developing regulations that are anticipated to be introduced starting in 2023 and through 2025. Regulations will inform work needed on RDCK emergency plans, risk assessments, business continuity plans, multijurisdictional emergency management organizations, and critical infrastructure.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>2024 Wildfire After-Action Review</b>	2024-10-01	Mgr. Community Sustainability	Part of RDCK Core Services	Area D,Area H,Village of Slocan,Village of Silverton,Village of New Denver	1% to 20% complete	2024-02-29	RDCK EM team is conducting an After Action Review (AAR) following the 2024 wildfires in its district. The intended process is part of the emergency management cycle where agencies involved in the emergency reflect on the fire season and identify areas for operational improvements. Four AAR streams will be: 1) Internal to the RDCK EOC, 2) Interagency, 3) Elected Officials that were involved across Local Authorities, and 4) residents in affected areas. This is funded by EMCR as part of response costs.
<b>Emergency Support Services Creston IT Upgrade</b>	2023-07-20	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2025-12-31	The Creston & District Community Centre has been identified in our emergency plans as a potential Emergency Reception Centre, Group Lodging facility, and it may serve other purposes such as cooling/warming centre etc. The project will improve internet & telephone connectivity at the centre. The scope is to install additional wireless access points to improve internet connectivity, and to purchase VOIP phones for ESS use in responses. Project is grant funded via UBCM CEPF.
<b>EOC training and equipment 2024 - UBCM</b>	2024-02-15	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2025-04-17	The RDCK Board approved a proposal for staff to apply for grant funding from the Union of BC Ministers (UBCM) under the EOC Equipment and Training stream of the Community Emergency Preparedness Fund (CEPF) for funds to provide training and equipment for RDCK Emergency Operations Centre staff. The scope includes: Design and presentation of exercises for EOC activations. Purchase of IT equipment needed for the backup EOC.
<b>Watershed Governance Initiative Phase 3 - Relationships, Mapping, Water Monitoring</b>	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	40% to 60% complete	2024-12-20	A project to understand RDCK's role in protecting watersheds in the region. Current: Working with Yaqan Nukiy on Water Sustainability for Creston Valley. Service Case Analysis for Drinking Water and Watershed Protection service with staff for review. Submitted funding application to support project development for Water Sustainability Plan in Creston Valley. Next Steps: Working with Yaqan Nukiy on Project Scope and Terms Barriers: None at this time
<b>Living Lakes Ground Water Monitoring project</b>	2024-03-31	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	1% to 20% complete	2025-03-31	Update: As part of 2024 CSLAC budget Living Lakes Ground Water Monitoring project was granted \$10,000 Next Steps: contract complete, project oversight underway, reporting in 2025 Possible Barriers: none at this time

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Rural Grid Resilience Investigation</b>	2023-06-10	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2024-12-14	Update: As part of CSLAC 2023 budget, Rural Grid Resilience Investigation pilot in Area D was granted \$6500 Next Steps: Board presentation expected in spring 2024 upon completion of the project. Possible barriers: none at this time
<b>Elk Root Conservation Regenerative Agriculture pilot</b>	2024-04-30	Mgr. Community Sustainability	Food security and Agriculture	Entire RDCK	20% to 40% complete	2025-03-31	Update: As part of 2024 CSLAC budget, the Elk Root Conservation Regenerative Agriculture pilot was awarded \$10,000 Next Steps: Contract in place Possible Barriers: None at this time Board Strategic Priority: Food Security and Agriculture
<b>Central Kootenay Food Policy Council</b>	2019-03-01	Mgr. Community Sustainability	Food security and Agriculture	Entire RDCK	20% to 40% complete	2026-01-14	This is an on-going project supported through S100 Update: The Board approved Grow & Connect project funding - \$20,000 Next steps: CKFPC also requesting core funding, this will be presented to the Board in fall 2024. Possible barriers: Lack of funding
<b>Slocan Lake and River Partnership Initiation</b>	2022-02-17	Mgr. Community Sustainability	Water Protection and Advocacy	Area H,Village of Slocan,Village of Silverton,Village of New Denver	60%- 80% complete	2024-12-31	A project to support the development of a partnership to conserve, protect, and restore habitat; provide education; build relationships; and guide development on Slocan Lake and River. Current Status: Next meeting planned for August 13 with Sinixt Confederacy and Syilx to review current draft of terms of reference Next Steps: Finalize terms of reference Possible Barriers: None at this time
<b>SES - Demand Management - Community - REEP for Homes Project</b>	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2024-09-14	Current: FCM/GMF grant in final stages of acceptance by City of Nelson to deliver Regional Energy Efficiency Program REEP 2.0 (\$2.5 million) - Preparing agreement between RDCK and City of Nelson for REEP services - Strengthening Home Performance Contractor Network (HPCN) by supporting contractor outreach and training initiatives - Working with CEA/KCET to increase contractor capacity across the RDCK through training and information sharing through end of December 2024 Next Steps: - Implement REEP 2.0 - Develop next stage of a contractor capacity training/outreach program

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<b>SES - Low Carbon Transportation - Corporate Fleet</b>	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2024-09-28	Current: Fleet EV charger installed at head office May 2024. Prepared SOW for EV purchase. Determining potential scope for fleet study Next Steps: Support Corporate Admin in purchasing EV. Board report requesting fleet strategy, with funding options. Barriers: Distributed nature of fleet management (no overall fleet manager)
<b>SES - Facility Manager / Operator Training Program</b>	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2024-09-14	Current: Trained project managers on Better Building policy/guidelines and gathering information on how to support this policy delivery - Applying to FortisBC for funds to deliver training strategy alongside facility monitoring program to train building managers on policy / guidelines - Facilitating regular me facility manager / operator peer network meetings for Community Services, Resource Recovery and Fire Services Next Steps: RFP for delivery of training workshops to building managers Barriers: Staff capacity
<b>RDCK Flood Response Plan</b>	2024-04-18	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	100% complete	2025-04-30	- Application submitted to UBCM-DRR funding stream, awaiting approval. - UNSUCCESSFUL in our application. Awaiting feedback from UBCM as to why our application failed. Project can be closed in next quarter.
<b>Area J OCP Review</b>	2021-07-07	Mgr. Planning	Part of RDCK Core Services	Area J	Not Started	2025-01-01	Area J to have its own OCP. Project is in the queue for after the completion of Area I's OCP. Part of ongoing work plan prioritization discussion with the Board.
<b>Area H North OCP Review</b>	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	2023-07-28	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff completed open houses in New Denver and Hills. Awaiting further direction following work plan prioritization exercise with the Board
<b>Campground Bylaw Review</b>	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2025-08-14	Initiative began to investigate regulatory options for park model trailers within the RDCK, but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest developments in unzoned areas where there is concern for health and safety of these developments. Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers. No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.



DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
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<b>Agricultural Policy Review - Phase 2</b>	2019-03-25	Mgr. Planning	Food security and Agriculture	Entire RDCK	60%- 80% complete	2025-01-01	Project follows previous agriculture policy changes implemented to address regulatory changes in Provincial legislation. This phase focuses on recent changes to the Agricultural Land Reserve Act and Regulations such as those affecting additional residences on ALR land, for example. Changes made to bylaws for Areas A, B, and C adopted in fall 2023. OCP and zoning amendment bylaws for Areas F, I, J, K were adopted at the July 2023 Board meeting. Consideration of agricultural policy changes for Areas D, E, G, H yet to come, but project on hold due to work on higher priority items.
<b>Area E OCP Expansion</b>	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	2022-12-31	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. Recommended to be removed from work plan at the June 2024 Board meeting
<b>Playmor Junction Zoning Bylaw</b>	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2023-12-29	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project. Part of ongoing work plan prioritization discussion with Board.
<b>Greater Nelson Housing Study</b>	2022-08-18	Mgr. Planning	Part of RDCK Core Services	Area E, Area F, City of Nelson	100% complete	2024-06-13	In Fall 2022, Community Futures Central Kootenay and its partners at the City of Nelson and RDCK commissioned Phase One of the Greater Nelson Non-Market Housing Study. The goal of the study was to assess the need for a local government-supported housing entity to provide affordable housing in the Greater Nelson area and define potential options for further exploration. A report summarizing phase 2 and providing recommendations for Phase 3 was brought to the Oct 19, 2023 regular Board meeting for information. Phase 3 deliverables have been presented to Board June 13 2024.
<b>Area E Community Planning</b>	2022-05-19	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2025-02-20	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more information about land use planning was desired, with a

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
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							specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.
<b>Planning Procedures and Fees Bylaw Review</b>	2023-08-17	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2025-01-23	528/23 That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report "Planning Procedures and Fees Bylaw Amendments", dated August 2, 2023. Re-affirmed on work plan by Board at September meeting, resolution 521/24.
<b>Housing Needs Assessment</b>	2023-11-30	Mgr. Planning	Part of RDCK Core Services	Village of Salmo, Village of Kaslo, Village of Slocan, Village of Nakusp, Village of Silverton, All Electoral Areas	60%- 80% complete	2024-12-31	Bill 44 - Update Housing Needs Reports using a standard method on a regular basis for a more consistent, robust understanding of local housing needs over 20 years. Interim Housing Needs Reports must be completed by January 1, 2025. Staff are issuing an RFP for a consultant to complete the project with partners Village of Nakusp, Slocan and Silverton. Board approved M'akola as successful proposal June 13, 2024.
<b>Local Government Housing Initiatives</b>	2023-11-30	Mgr. Planning	Not aligned with a Strategic Priority	Area A, Area B, Area C, Area D, Area F, Area G, Area I, Area J, Area K	40% to 60% complete	2025-12-11	The purpose of the proposed zoning and OCP bylaw amendments are to implement the requirements of Provincial Bill 44 Housing Statutes (Residential Development) Amendment Act. Changes to zoning bylaws completed in July, 2024. OCP updates to ensure consistency due to be complete by end of 2025.
<b>Subdivision Servicing Bylaw Review</b>	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2024-07-31	May 2020: Board resolution 369/20 directs staff to undertake a review of the RDCK Subdivision Bylaw to improve administrative process and efficiency, and seek solutions for recurring challenges such as ensuring adequate servicing and access. November 2
<b>Housing Development Costing and Study</b>	2024-02-15	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	Not Started	2025-12-18	110/24 WHEREAS, the RDCK recognizes the urgent need for non-market housing options to support the well-being and stability of our communities for all residents and there exists an opportunity to utilize available land and resources within the RDCK to develop non-market housing; BE IT RESOLVED THAT The RDCK Board hereby directs staff to develop a cost assessment and study outlining the requirements for land development for housing and report on suitable land and resources within the RDCK that can be acquired, converted, and disposed of for the purposes of developing housing.

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Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Area D Community Planning</b>	2022-02-17	Mgr. Planning	Part of RDCK Core Services	Area D	Not Started	2025-01-01	Project follows up on completed work in 2022 wherein land use planning discussions held (virtually) for most communities in Area D. Feb 2022 Resolution 149/22 directed staff to continue the next phase of community planning for Area D in 2022 with a specific focus on the Kaslo Corridor; Woodbury; Schroeder Creek; Mirror Lake (including Amundsen Road); and the Allen subdivision, and other communities interested in zoning. Direction from Board needed to prioritize Planning Services work plan items.
<b>Complete Communities Assessment</b>	2024-04-10	Mgr. Planning	Coordinated Service Delivery	Town of Creston, Village of Salmo, Village of Kaslo, City of Castlegar, City of Nelson, Village of Slocan, Village of Nakusp, All Electoral Areas	1% to 20% complete	2025-04-30	At the August 2024 Board meeting the consulting services contract was awarded to Licker Geospatial Consulting (and subcontractors). An overview of the project was presented at the October 2024 RAC meeting. Based on discussion from the Elected Officials at this RAC meeting RDCK staff are working with the consulting team to revise the work plan and engagement strategy before more publically launching this project (e.g. including updates to the project page on engage.rdck.ca). Data collection continues, and preliminary analysis is currently underway.
<b>Active Transportation Feasibility Study - Castlegar to Nelson</b>	2022-07-01	Mgr. Planning	Recreation , Parks and Trails	Area E, Area F, Area H, Area I, Area J	100% complete	2024-08-31	The Board approved two agreements related to a feasibility study for a proposed active transportation corridor between Nelson and Castlegar. Agreement 1: between Infrastructure Canada's Active Transportation Fund (ATF) and the RDCK to fund the project. The RDCK received \$50,000 for eligible costs to support the project. Agreement 2: between RDCK and WKCC. The RDCK will administer the funding with a staff member liaison. The WKCC will be responsible for delivering the project. Final report by the Board at the Aug 15 '24 Board mtg WKCC presented final vision at the Sept '24 Board mtg
<b>Area I OCP Review</b>	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	80%- 99% complete	2025-03-27	Updates to community engagement plan - Winter/Spring 2023. Re-launch of project at virtual open house - January 26, 2023. In-person community "kitchen table conversations" in Pass Creek, Glade, Shoreacres/Voykin, Brilliant, Tarrys/Thrums - March, 2023 What we Heard staff report completed - June 2023. Internal RDCK staff engagement session - July 2023.

DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							Community Open House - November 6, 2023 Staff have drafted the OCP and reviewed with the Area I APHC. Draft Plan to November RAC for consideration of 1st and 2nd Readings.
<b>Kootenay Lake Watercourse DPA Project</b>	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area F	80%- 99% complete	2023-03-31	- Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>RBC Statement of Work Renewal</b>	2024-09-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-14	New Statement of Work and Master Services Agreement to be issued Nov 4th, will be presented at November JRRC; JRRC to decide to enter into agreement by Dec JRRC meeting or request an extension (available to May 2025 with new incentives to still apply starting Jan 1st). New incentive rates will reduce tax subsidy of RBC recycling program.
<b>Ootischenia landfill lands acquisition</b>	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion,West RR Subregion	1% to 20% complete	2025-09-30	Archaeological Impact Assessment Heritage Inspection was applied for with the intention of completing the field work in spring 2025. In Q4, Staff will be completing an RFP for the Ootischenia Design, Operations, and Closure Plan, support with the lands expansion application process, and the scale and transfer station preliminary design.
<b>ICI Sector Organics Diversion</b>	2024-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2025-12-31	Continued engagement underway in Q3 and Q4, including a potential ICI organics pilot program, and meetings with larger generators. Organics Coordinators time was also largely dedicated to organics grant funding reallocation options in Q3. ICI engagement is next highest priority for this role.
<b>HB Tailings Facility Active Closure</b>	2022-09-14	Mgr. Resource Recovery	Not aligned with a	Central RR Subregion	20% to 40% complete	2026-12-31	Active-Closure phase will proceed until geochemical, geotechnical, and environmental stability is achieved, estimated to be in 2025 or 2026. Staff are

ENVIRONMENTAL SERVICES							
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			Strategic Priority				waiting on an approved permit amendment to remove the Reclamation Security requirement for the site.
<b>Nelson Landfill Closure</b>	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2026-12-31	No change in Q3. Staff to bring a report to Committee in Q4 with details of closure planning, and the expiry of the consulting contract for this work at the end of Q4.
<b>Legacy Landfill Closure Plan Assessments</b>	2020-03-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2025-12-31	Site Disclosure Statements were submitted to the Ministry for all legacy sites. Staff are waiting on response from the Ministry before proceeding with an RFP for Preliminary Site Assessments, ideally in Q4.
<b>Ootischenia Landfill Design and Operation plan update</b>	2017-04-13	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2025-12-31	Tech staff advancing lands acquisition and archeology study to support the optimized footprint as the plan for this DOCP project. DOCP RFP under development to be issued in Q4/Q1.
<b>Scale Software upgrade</b>	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2025-08-31	No significant change in Q3. Plate readers to be tested at GRO in Q4.
<b>Creston Septage Facility</b>	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2025-11-01	Province declined Loan Authorization Bylaw. Next steps investigation underway. Staff working with Town of Creston staff on finalizing the Agreement. Town of Creston has detailed design underway.
<b>Residential Cooking Oil Pilot Creston Landfill</b>	2024-06-13	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2025-11-30	Agreement with contractor finalized in late Q3. Tank installation and preparing communications to launch project in Q4.
<b>Creston Eco-Depot</b>	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2025-12-31	EPR letter send to Minister of Environment in Q3. Staff investigating options for ERRC consideration (re-issue RFP, increase HHW events, and provide HHW collection at RR facilities).

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<b>Landfilling diversion initiatives - C&amp;D</b>	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2025-12-31	Staff working with Coast Waste Management Association to develop a rural-specific C&D diversion working group. Investigating development of a C&D Waste Best Practices Guide.
<b>Field staff building assessment</b>	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	100% complete	2024-08-31	Power installed at Crescent Valley. Most planned upgrades have been completed. Remaining items include amending hours during extreme weather and assessing budgets for future power installations.
<b>Creston Hydrogeological Assessment</b>	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	100% complete	2024-07-31	Assessment completed and submitted. Staff to request an operational certificate update to consider the liner exemption. Plan to close this item and open new item for OC update.
<b>Septage Management Options for Central and West subregions</b>	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	2026-12-31	No change in Q3. Staff are participating in advisory groups for liquid waste management plans for Castlegar and Nelson.
<b>Collaboration with City of Nelson on organics program</b>	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2024-12-31	Staff to staff engagement is continuing to occur. City of Nelson's FoodCycler pilot results to be reported to Council in Q4.
<b>Balfour Wood Chip Pile Relocation</b>	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	80%- 99% complete	2024-11-30	Continuing to transport chips as drivers/equipment are available and storage areas at Central are available. Suggest removing this item as now more of an operational activity.
<b>Creston Landfill Phase 1C/D, Berm</b>	2017-10-18	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-10-31	No change, awaiting LKB lands purchase.

ENVIRONMENTAL SERVICES							
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Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2025-09-30	ON HOLD pending obtaining License of Occupation for the "wedge" parcel. Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.
Systems Efficiency Review & Tipping Fee Assessment	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-11-30	System Review & Tipping Fee Assessment are complete and report finalization is underway. Staff expect to bring report to JRRC in Q4.
Regional finished compost sales and distribution planning	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	60%- 80% complete	2025-04-30	Staff expect to present a report for committee for direction on compost sales/distribution in Q4.
Rural organics diversion opportunities assessment	2024-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2025-12-31	Staff informed JRRC about ability to redirect grant funding to other related organics diversion. Staff are investigating options for rural diversion with a report to go to JRRC in September.

COMMUNITY SERVICES							
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Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	60%- 80% complete	2025-06-26	Fees and Charges arena rental rates and meeting/banquet room rates added to schedule - September 2023 All Recreation Meeting Report. This will be updated with a plan to bring Arena rental rates in line with other service area rates at the March 2024 All Recreation meeting. Will need All Recreation feedback to bring final plan to June 2024 All Recreation meeting. Admission Fees approved in August 2021. Aquatic Rental Rates Approved July 2022. Completion of room rental fee implementation September 2024.

COMMUNITY SERVICES							
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							Arena fees implemented September 2024. Need to get into Bylaw Form.
<b>Campbell Fields Recreation Development Feasibility Study</b>	2017-06-15	GM Community Services	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J,City of Castlegar,City of Nelson,Village of Slocan	40% to 60% complete	2025-03-31	Engagement in Areas E, F, I, J, City of Nelson and Castlegar to be completed first - report on next steps at All Recreation in September 2024 Staff needs to coordinate a stakeholder meeting. 3rd phase Report completed and posted on website. <a href="https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html">https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html</a> July 2024 - no additional information to report. Not progressing. Recreation Commission #8 restructure and next steps are some what dependent upon Nelson and Castlegar and Districts Engagement
<b>Creston Library Contract</b>	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	40% to 60% complete	2024-12-12	Met with library staff and have drafted changes to the agreement for CVSC consideration in September. Have integrated some capital work into financial plan. Library staff reviewing present contract. July 2024 - GM will provide an update at a later date. October 2024 - Lease is with Library Board for review. Have to Board for approval in December.
<b>Proposed Goat Riverside Park</b>	2019-05-16	GM Community Services	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2024-12-31	Staff are investigating potential sites for a park. July 2024 - options are still being reviewed by staff and working with appropriate stakeholders. October 2024 - Conversations ongoing with MoTI
<b>Creston and District Community Complex Solar Array Installation</b>	2023-04-01	Regional Manager-Operations and Asset Management	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2024-11-30	This project was 75% funded by the CBT light up the basin program. Total budget \$105,000 with RDCK contributing \$30,000 from S224 The size of the solar array will offset total power use by 2% - and staff will be able to track and show real time power generation and use. 98% completed - The last detail is the completion of the onsite display.
<b>Castlegar and District Community Complex Arena Roof Repair</b>	2024-03-15	Regional Manager-Operations and Asset Management	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2025-07-31	This is repair of the arena roof - an impermeable membrane will be placed over the existing metal roof. This project is delayed until 2025.



COMMUNITY SERVICES							
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<b>Regional Parks &amp; Water Access Strategy Development</b>	2023-08-17	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Entire RDCK	20% to 40% complete	2024-12-06	The Regional Parks & Water Access Strategy is a comprehensive strategy to assist with future planning, administration, operations and asset management strategies for all RDCK regional parks. Public consultation strategies completed to date include pop-up meetings, sounding board opportunities and a comprehensive public survey. User group meetings will occur throughout the summer.
<b>Public Engagement Project - Reimaging Recreation in Castlegar &amp; District</b>	2023-06-24	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2024-08-31	All initial community engagement associated with this project is now complete. This has included 7 public meetings, a community survey, and a user group survey. Draft reports and reporting back to the community is expected to occur before the end of the summer.
<b>Public Engagement Project - Nelson Recreation Campus Project</b>	2023-09-15	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Area E,Area F,City of Nelson	1% to 20% complete	2024-12-06	The Nelson Recreation Campus project involves determining how the NDCC and Civic Centre building can best serve to the recreation needs of the community into the future. The study will help with long term planning of infrastructure that is at the end of its life expectancy. First Working Group meeting occurred in late June 2024. Public engagement will commence in September 2024.
<b>Community Services - Pioneer Arena Closure</b>	2023-10-28	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	20% to 40% complete	2025-03-08	The City of Castlegar has received funding for a portion of the project planned for the Pioneer Arena site. As construction will not commence until Spring 2025, the decision was made operate the Pioneer Arena for one more year. User groups have been notified and operational staff are in place to commence operation this Fall. The building will close at the end of the 2024/2025 ice season.
<b>Community Services Access &amp; Inclusion Policy Development</b>	2023-10-19	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Entire RDCK	1% to 20% complete	2023-10-31	At the April 18 RDCK Board meeting, the revised Access & Inclusion policy specific to those with financial barriers to participation was passed. Staff are working on implementation strategies for portions of the policy for the Fall session. To support those already accessing Leisure Access services, processes have been put in place to support ease of administration for the client. Additional information will be provided at the All Rec meeting in October.
<b>Community Services Membership Services Restructuring</b>	2023-11-15	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Entire RDCK	Not Started	2024-12-20	At the March All Recreation Committee meeting, support was provided for staff to develop an alternate option to the 10x punch pass and to work towards the implementation of an ongoing monthly membership model for all recreation facilities in the RDCK. Due to staff changes within Community Services, this project has been delayed. Anticipated completion date has been adjusted.

COMMUNITY SERVICES							
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<b>Lardeau Regional Park Construction - as per Management Plan</b>	2021-04-15	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	2025-10-22	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan Amenity installations and small waterfront restoration budgeted for in 2024 Start working on foreshore work and replanting was well as clean up spring 2024 Staff working into the fall many of the invasives have been removed and planting of non invasives. Continued planting and riparian area restoration in fall 2024 - riparian area and foreshore work starting to take shape in a positive way
<b>Waterloo Eddy Regional Park Construction</b>	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2025-11-30	Final work on Boat and Trailer Parking area. Further amenities spring/summer 2023 Working with Teck on motor vehicle closures Contractor and Staff closing off all access points for with boulders and fencing to be completed October 28 <sup>th</sup> . 2024 amenities and restoration design - working with ONA on restoration plan Met with ONA in April 2024 with first phase plan, now trying to find an opportunity to partner with them through an unknown agreement type. Phase 1 of works started October 16th 2024 - planting and fuel reduction - estimated Nov 1st completion of phase 1
<b>Glade Legacy Project</b>	2017-07-01	Mgr. Parks	Recreation , Parks and Trails	Area I	20% to 40% complete	2025-10-31	Staff has reviewed draft options and sent back to consultant, still need to meet with consultant. Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation. Draft design provided to Commission looking at community meeting in February Staff had community meeting in Glade, receiving community input through jotform survey. Working on comments. Community meeting was mixed with many not wanting any development that will bring "outside" people to the park. Reviewing all comments
<b>Taghum Beach Parking lot improvements</b>	2021-03-31	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	1% to 20% complete	2025-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned Meeting with Engineer August/September. Some further design options being looked at with engineer Looking into PFR (archeological permitting)

COMMUNITY SERVICES							
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							Some funding for project being provided by Area E and F community works funding grants. Draft concept designs received by RDCK Staff continuing on design. Meeting with Engineer October for design review for any changes
<b>Glacier Creek Park and Commission Bylaw No.1306 amendment</b>	2021-12-09	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	40% to 60% complete	2024-12-31	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission. on hold-continued - continued Recommendation to the Board - removal of Glacier Creek Park Commission Bylaw passed at the North Kootenay Lake Services Committee on October 21 2024

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Area H Hills and Summit Lake Service Case Analysis</b>	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2024-06-30	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. This item will be re-examined in 2024 with a determination of a direction being resolved in 2025.
<b>Whitewater Fire Protection Fire Response Service Case Analysis</b>	2023-10-19	Regional Fire Chief	Part of RDCK Core Services	Area E,Area G	Not Started	2024-06-30	Assigned at the October 2023 Open Board Meeting Currently under review.
<b>Crawford Bay Fire Service feasibility study</b>	2016-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A	60%- 80% complete	2024-06-30	This project analyzes options for establishing a fire hall in the Crawford Bay area. A draft options review was provided to the Area Director for review in 2020 and this project is on hold pending feedback. This item will be re-examined by staff and new Regional Fire Chief Fehst. Anticipate a firm direction to be determined after the re-examination.

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers</b>	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2024-05-31	BCEMA Licensing has announced new scope of practice options for First Responders, referred to as Schedule 2. Staff have trained First Responders to Schedule 2 training standards. Q4 - Fire Departments that demonstrate ability to effectively manage First Responder program have been provided direction to proceed with delivery of Schedule 2 provision.
<b>Service S128 Riondel Fire Protection</b>	2020-08-20	Regional Fire Chief	Part of RDCK Core Services	Area A	40% to 60% complete	2024-08-31	This project involves evaluating equitable share of funding for the Riondel Fire Services for providing First Responder and Road Rescue services outside of the fire service boundary. Q3 update- The Province has advised that Service 152 should be split into new service areas. Due to turnover, staff will re-evaluate the current status and needs to progress initiative forward.
<b>Area 'A' Medical First Responder Services - Service Case Analysis</b>	2024-09-12	Regional Fire Chief	Part of RDCK Core Services	Area A	Not Started	2025-06-01	506/24 That the Board direct staff to complete a service case analysis regarding the provision of Medical First Responder Services for all of Area A by no later than June 2025.
<b>Area D First Responder Service</b>	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	40% to 60% complete	2024-06-30	Q1 update - The process is moving ahead with a referendum on service establishment in the spring. Electoral approval for the bylaw has been obtained through the Alternate Approval Process. Staff are building a plan for recruitment and response capability including vehicle assets with operational implementation goal of Spring 2025.
<b>BC Structure Firefighter Minimum Training Standards</b>	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2024-12-31	BC Structure Firefighter Minimum Training Standard distributed by the Office of the Fire Commissioner in September/October 2023. Replaces the previous BC Structure Firefighter Playbook. Staff are continually providing training to new recruits and incumbent firefighters according to the Minimum Training Standard.
<b>Creston area Sub-Regional Fire Service</b>	2012-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	80%- 99% complete	2024-12-31	This ongoing project aims to align and streamline fire services delivery between the RDCK and Town of Creston in the Creston Valley. Q3 update - the Canyon Lister service has been successfully transitioned from the RDCK to the Town of Creston. RDCK and Town staff will now proceed to negotiate a valley-wide contract for end 2023 in accordance with the Project Charter. Update there has been a 2024 contract extension for this item. This item is in the work plan for new Regional Fire Chief David Zayonce.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Support on Cannabis</b>	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	2023-10-31	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces. Recent meeting with Health Canada was delayed. Awaiting new dates.
<b>Winlaw Community Hall feasibility study</b>	2022-12-12	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area H	Not Started	2025-06-20	Board has directed a feasibility study to establish a service to fund the operation of the Winlaw Community Hall. The project will be funded through service 106 Feasibility Study Service and will involve staff from the Administration and Community Services groups. This is considered a low priority item and staff's ability to complete this will depend on other established priorities for both groups involved. Q3 update- no progress made this quarter due to competing project priorities.
<b>West Creston Fire Service Assent Voting</b>	2023-04-14	Mgr. Corporate Admin	Part of RDCK Core Services	Area C	100% complete	2024-07-18	Elector approval for amendment to the service establishment bylaw and approval of borrowing to authorize the construction of the new fire hall and purchase of equipment in West Creston be done by assent voting. Q3 update-referendum held in September did not pass. Board has directed that no further action be taken on the bylaw.
<b>Update Emergency Program Executive Committee bylaw</b>	2023-12-14	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	2025-05-15	Update the governance bylaw to reflect the scope and requirements of the recently enacted Emergency and Disaster Management Act. A draft bylaw will be considered by the EPEC later in 2025, subject to prioritization through the Manager of Community Sustainability.
<b>Update Advisory Planning and Heritage Commission Bylaw</b>	2023-01-15	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	20% to 40% complete	2025-12-18	Comprehensive bylaw update to improve governance of APHC's. Q3 update - the project is in the initial stages of discussion between the planning and administration groups. Staff anticipates a draft of the bylaw will be brought forward for Board consideration in 2025, with timing subject to prioritization within the Planning dept. work plan.

CORPORATE SERVICES							
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<b>Update to 2018 Area I 'Using Community Halls for Child Care' study</b>	2023-12-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	Not Started	2025-06-30	A consultant will be hired to update the assumptions and data used in the 2018 study to determine if the RDCK should establish a service to support childcare facilities at community halls in Area I. Timing for this initiative will be considered within established priorities for the administration department. Q3 update - no progress made due to competing project priorities.
<b>Area E Fire service contract with City of Nelson and accompanying regulatory bylaw</b>	2023-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Area E	40% to 60% complete	2025-06-19	The Area E fire contract with City of Nelson is expired. The Fire Services is in active negotiations with the City on a new contract template and modernized regulatory bylaw, supported by the Administration and Finance departments. Q3 update, progress has been delayed due to transition in staffing. A new agreement is expected to be ready for Board approval by Q1 or Q2 2025, with the regulatory bylaw to follow shortly after.
<b>Financial Grant-In-Aid Services Policy</b>	2023-05-15	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2024-11-21	Board has requested a policy requiring that, as part of the annual budget preparations, recipients of funding from financial grant in aid services engage with Directors and provide more detailed information regarding their use of taxation funding. Staff will also propose additional risk management and transparency measures within the draft policy. No progress made in Q3 2024. Draft policy is expected in Q3 2024.
<b>Director's Code of Conduct Review</b>	2022-12-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2025-03-20	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements. At the June Board meeting a report was received and staff was directed on specific items to include in a draft code of conduct. Q3 update- a new draft code will be received for Board consideration in Q1.
<b>Arrow Creek Water Commission Bylaw</b>	2022-09-16	Mgr. Corporate Admin	Coordinated Service Delivery	Area B,Area C,Town of Creston	40% to 60% complete	2025-05-22	The board has directed an update to the Arrow Creek Commission bylaw to address issues identified by the Town of Creston. A draft bylaw was received by the Commission in Q1 2023. Q3 2024 update- The Commission was updating regarding the delegated powers within the bylaw as requested by the Commission meeting. Staff are seeking clarity from the Town on specific wording to include within the bylaw
<b>Special Event Permit Regulatory Bylaw</b>	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	2025-06-19	Q3 2024 update - Due to issues with events held in Q3 2022, the Board directed staff to review options to make the bylaw more effective. Following from the prosecution of two 2023 events under the Noise Bylaw, staff have identified that bylaw as the

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							preferred tool for large event enforcement. Recommendations from the bylaw enforcement team regarding future use of the Special Event bylaw will be forthcoming following the conclusion of the current prosecutions.
<b>WKBHRD Policy Manual</b>	2020-10-25	Mgr. Corporate Admin	Part of RDCK Core Services	Multi Regional	40% to 60% complete	2026-01-01	At the October 2020 meeting the WKBHRD Board directed staff to develop 4 new policies. Q3 2024 update-This is considered a low priority item and has not progressed due to competing project priorities. No specific timeline has been assigned to bring these policies forward for WKBHRD Board consideration.
<b>RDCK Website Improvements-Phase Two</b>	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2024-10-31	This project will deliver a major upgrade to the RDCK website. The active phase of website development is underway, and the overall design and content upgrades are ongoing. Q3 2024 update-The test site will be received from the web developer late October for staff review fine tuning, public launch of the new website is anticipated for early December
<b>Creston and Areas A,B, and C Jaws of Life Service Establishment Bylaw amendment</b>	2023-05-08	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	20% to 40% complete	2025-06-19	The bylaw amendment will reduce the current jaws of life service scope to road rescue only. Q3 2024 update- this bylaw amendment will follow after the Defined Area A First Responder service establishment bylaw elector approval process.
<b>Delegation of Authority Bylaw</b>	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2025-05-15	The Bylaw will identify complete list of authority delegated to be delegated to staff by the Board. Q1 2024 update- The first stage of the project - an inventory of authorities delegated within existing bylaws and a jurisdictional scan was completed in Q3 2023. Project timing has been impacted by competing project priorities. Q3 update- A draft bylaw is targeted to be received for Board consideration in Q1 2025.
<b>Referendum Support Policy</b>	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2026-01-01	In 2018 the Board directed that staff develop a policy to guide Board decision making in response to requests for RDCK support for groups taking specific positions on RDCK referenda. Q4 2024- This is a low priority item and has not been actioned by staff. This policy will be prioritized in the context of an overall policy review but has no assigned date for completion.
<b>Public Notice Bylaw</b>	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	100% complete	2024-09-19	Changes to the Local Government Act in 2021 give the RDCK more options for publishing official notices. The new bylaw was adopted at the August Board meeting and is now being implemented.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Policy to Address Harassment of Staff Attending Private Properties</b>	2022-05-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2025-11-20	This policy will follow from the Staff Safety and Harassment Policy adopted in September 2023 that covers RDCK workplaces. This new policy will be similar, but will cover RDCK employees attending private properties in the course of their duties, such as building inspectors and bylaw officers. Q3 2024 update-no progress made on this initiative due to competing project priorities.
<b>Transit Service Funding Review</b>	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion, West RR Subregion	60%- 80% complete	2024-11-30	This project entails developing a new values- based funding model for the Kootenay Lake West transit service. Q3 2024 update - a draft consultant report is currently being reviewed by staff and will be received by the Committee in Q4 2024.
<b>FCM Board and Committee Appointments Policy</b>	2023-07-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2025-11-20	This policy will establish criteria for the Board to apply when considering appointments to and/or support for candidacy for positions within the Federation of Canadian Municipalities Board or Committees. This is considered a lower priority item. Q3 2024 update - no progress made on this item due to competing project priorities
<b>Kaslo and Area D Economic Development Commission bylaw update</b>	2023-08-17	Mgr. Corporate Admin	Coordinated Service Delivery	Area D, Village of Kaslo	Not Started	2025-06-30	The update to the current bylaw will involve reviewing Commission procedures and membership and updating to the current RDCK commission bylaw template. Q3 2024 update - no progress made on this initiative
<b>Ymir Cemetery Ownership Investigation</b>	2023-09-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area G	Not Started	2025-12-31	The Board has directed staff to research and report back on the feasibility of the RDCK assuming ownership and operational responsibility for the Ymir Cemetery. In 2023 staff connected the society currently providing stewardship over the site with legal assistance to evaluate their options. Staff will not proceed further until the outcome of that process is known. Q3 2024 update- no progress or new information in Q3
<b>RDCK Accessibility Plan</b>	2023-06-14	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2025-12-18	In 2023, to achieve compliance with the recently enacted Accessible British Columbia Act, the Board adopted a bylaw forming the Regional Accessibility Advisory Committee (RAAC) tasked with guiding the completion of the RDCK accessibility plan. Q3 2024 update - The RDCK Accessibility Framework will be received by the RAAC and the Board in November 2024. Development of the plan will proceed through 2025 guided by staff, the RAAC and a consultant.



CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
<b>Information Request and Complaint Handling Policy</b>	2024-03-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2024-12-19	Due to increasing demand on RDCK staff in 2024 to respond to information requests and complaints from the public the senior management team has directed that a policy be created for Board consideration that defines reasonable expectations for responsive public service and which balances our requirements for transparency and accountability against business efficiency and impacts on established RDCK priorities. A draft policy will be received by the Board in Q4 2024.
<b>Defined Area A First Responder Service Establishment Bylaw</b>	2023-05-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	80%- 99% complete	2025-07-17	The proposed service will fund provision of first responder services by the Riondel Fire dept. to portions of Area A outside the boundaries of the current fire protection area. Q3 2024 update- the service case analysis report was received at the September 2024 Board meeting and the establishment bylaw given two readings. The Board also directed also that a service case analysis be prepared for expanding medical first responder services to all of Area A (Resolution 506/24)
<b>Evaluate Expansion of Sub-Regional Services Committee Model</b>	2024-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	2025-07-17	395/24 That the Board direct staff to bring forward a report to the Board which outlines the necessary regulatory, operational, financial, and communication steps and proposed schedule for implementing Sub-Regional Services Committees for: Nelson and Areas E, F, Salmo and Area G, Castlegar and Areas I and J, Nakusp and Area K, Area H South and Slocan, Area H North and Silverton and New Denver.
<b>Transit Services Amalgamation Service Case Analysis</b>	2024-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	2025-10-17	Resolution 393/24 That the Board direct staff to provide a service case analysis regarding amalgamating S237 Transit Castlegar and Area, S238 Transit North Shore and Slocan Valley and S239 Transit Kootenay Lake West. Work will proceed on this through 2025 and progress updates will be provided to the West Transit Services Committee and the CVSC.
<b>RDCK Procedures Bylaw update</b>	2023-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2024-10-17	This project involves a comprehensive update to the 2019 procedures bylaw with several minor language improvements and clarifications. The update process will also determine the inclusion of items discussed previously by the Board such introducing a consent agenda, possible improvements to Board transparency, and the role and composition of the Executive Committee. Q4 update- bylaw was given two readings at the October Board meeting and will be advertised in accordance with Local Government Act requirements.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Shoreacres No Hunting or Discharge of Firearm Bylaw Survey	2019-09-19	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	1% to 20% complete	2025-12-31	No progress in Q2 2024 due to competing project priorities. This is considered to be a low priority item with no expected completion date.
Nakusp and Area K Shared Services Governance Review	2024-06-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area K, Village of Nakusp	Not Started	2025-04-01	Resolution 371/24 That the Board direct staff to review the current operation of the Recreation Commission No. 4 and the Nakusp and Area K Regional Services Commission and evaluate options for improving governance of Nakusp and Area K shared services, including but not limited to establishing a shared services committee.
Timesheets application in Project Management module	2018-03-01	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2023-12-31	Implementation of the Timesheets functionality for a test or beta group to have electronic timesheets be created, submitted and approved to then be integrated to the Payroll intake to improve efficiencies. The standardization is complete save for one group. With Board approval of a second Payroll Specialist work within the system to develop improvements prior to moving to a new platform can move forward.
Enhanced features in the Project Costing Module	2018-04-15	Mgr. Finance	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2023-12-31	A reassessment of the coding categories will be evaluated. Exploration of the "Main" project umbrella are in development.
Information Technology Infrastructure Replacement - Wireless Firewalls	2022-04-01	Mgr. IT	Part of RDCK Core Services	Multi Regional	80%- 99% complete	2023-04-04	This project is required to replace firewalls and Wi-Fi routers that are at end of life.
Microsoft Exchange 365	2023-01-03	Mgr. IT	Part of RDCK Core Services	All Electoral Areas	60%- 80% complete	2023-12-15	This project is to align our infrastructure/hosted environment with security and functional requirements.

### CAPITAL PROJECTS TO SEPTEMBER 30, 2024

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Balfour TS Paving Agreement No. 2023-167-ENV: SPL	AJ Evenson	1-Jan-2024	1-May-24	100%	Completed	Resource Recovery	Close Out	Resource Recovery	Complete as of April 24
Woodbury Water System Upgrades Agreement No. 2023-208-ENV: Creston Elect	AJ Evenson	1-Jan-2024	31-May-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of April 30
Salmo Pool Upgrade (PRJ - N/A)	AJ Evenson	1-Jan-2024	15-Jun-24	100%	Completed	Buildings	Close Out	Community Services	Complete as of June 17
HB Civil Works Agreement No. 2024-074-ENV: Brenton Ind	AJ Evenson	1-Feb-2024	24-Jun-24	100%	Completed	Civil	Close Out	Resource Recovery	Complete as of June 24
Duhamel Watermain Upgrades - PN07-09 Agreement No. 2024-052-ENV: Creston Elect	AJ Evenson	1-Jan-2024	30-Jun-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of June 16
Edgewood WTP Generator Agreement No. 2024-096-ENV: One Time Elect	AJ Evenson	1-Jan-2024	30-Jun-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of July 31
Beasley Fire Hall - Heat Pump Deficiencies	AJ Evenson	15-May-2024	30-Jun-24	100%	Completed	Buildings	Close Out	Fire Services	Complete as of July 15
Beasley Fire Hall - Well and Water Upgrades Agreement No. 2023-173-FIR: Wild West Drill	AJ Evenson	15-May-2024	30-Jun-24	100%	Completed	Buildings	Close Out	Fire Services	Complete as of July 31

### CAPITAL PROJECTS TO SEPTEMBER 30, 2024

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Lister WTP Generator	AJ Evenson	1-Jan-2024	31-Jul-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of July 31
Fire Hall Exhaust Extraction System NS=CAP1140-100 / YMR=CAP1141-100 / PAS=CAP1142-100 / BEA=CAP1150-100 / BLE=CAP1151-100 / OOT=CAP1152-100 / YAH=CAP1153-100 / ROB=CAP1143-100 / BAL=CAP1144-100 / WIN=CAP1147-100 / CSV=CAP1145-100 / SLO=CAP1149-100	Jeannine Bradley	1-Jan-2024	31-Jul-24	100%	Completed	Buildings	Construction	Fire Services	Complete as of July 31
CDCC Roof Repairs Agreement No. 2023-116-CDCC: Evoke Agreement No. 2023-186-COM: Heritage Roofing	AJ Evenson	1-Jan-2024	1-Aug-24	100%	Completed	Buildings	Close Out	Community Services	Complete as of August 1
Lister Water Main Replacement Agreement No. 2023-105-ENV: WSP Agreement No. 2024-126-ENV: Riteway	AJ Evenson	1-Mar-2024	15-Aug-24	100%	Completed	Utilities	Close Out	Utilities	Complete as of August 15
West Creston Fire Hall - Construction Agreement No. 2022-122-FIR: CWMM	AJ Evenson	15-Jul-2024	16-Sep-24	0%	Cancelled	Buildings	Detailed Design	Fire Services	Referendum mid September did not pass. Project cancelled.

**CAPITAL PROJECTS TO SEPTEMBER 30, 2024**

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Agreement No. 2022-123-FIR: Ready Eng									
Riondel WTP Generator Agreement No. 2024-084-ENV: Mayday Elect	AJ Evenson	1-Jan-2024	31-Oct-24	99%	In Progress	Utilities	Construction	Utilities	Complete as of September 30. Mayday to do final terminations on Oct 30, AI to take photos. Total Power to commission unit once photos received.
Nakusp Transfer Station Upgrades Agreement No. 2023-129-ENV: Sperling Hansen Agreement No. 2024-075-ENV: North Mtn	AJ Evenson	30-Apr-2024	31-Oct-24	99%	In Progress	Resource Recovery	Construction	Resource Recovery	Complete as of August 15. Waiting on installation of rails, light posts and CCTV.
Riondel Valve and Meter Station Design Agreement No. 2023-270-ENV: Highland Consult Agreement No. 2024-213-ENV: Creston Elect.	AJ Evenson	15-Sep-2024	31-Oct-24	99%	In Progress	Utilities	Construction	Utilities	Complete as of September 15. Bruce to rewire remote meter display week of Oct 21.
Beasley Fire Hall - Paving Agreement No. 2024-227-FIR: Power Paving	AJ Evenson	15-Jun-2024	31-Oct-24	100%	Completed	Civil	Construction	Fire Services	Complete as of October 17. Waiting on final invoicing. Need to do final CW report.
Rosebery Transfer Station Upgrades Agreement No. 2023-129-ENV: Sperling Hansen Agreement No. 2024-075-ENV: North Mtn	AJ Evenson	15-Aug-2024	31-Oct-24	99%	In Progress	Resource Recovery	Construction	Resource Recovery	Complete as of September 30. Waiting on installation of rails, light posts and CCTV. Waiting on final invoicing.

**CAPITAL PROJECTS TO SEPTEMBER 30, 2024**

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Lister Pumphouse VFD and Well Pump Upgrades	AJ Evenson	15-Aug-2024	30-Nov-24	99%	In Progress	Utilities	Construction	Utilities	Complete as of September 30. Jay/Justin to fill in sheet and photos for Total Power.
CDRD Arena Roof Metal Coating Agreement No. 2024-077-COM: Evoke Agreement No. 2024-127-COM: Brault Roofing	Jeannine Bradley	1-Jan-2024	30-Nov-24	10%	In Progress	Buildings	Concept Design	Community Services	Postponed to spring 2025.
Asset Management Agreement No. 2023-106-ENV: ROTH IAMS	AJ Evenson	1-Jan-2024	31-Dec-24	50%	In Progress	Other	Detailed Design	Corporate Admin	Draft reports to be received in mid November.
Creston Alternate Water Supply Agreement 2024-083-ENV: Assoc. Eng.	AJ Evenson	1-Mar-2024	31-Dec-24	50%	In Progress	Other	Detailed Design	Utilities	Work underway, draft report in mid Oct with stakeholder mtg in early Nov.
Balfour Fire Hall - Standby Generator Agreement No. 2024-211-FIR: Creston Electric	AJ Evenson	15-May-2024	31-Dec-24	60%	In Progress	Buildings	Construction	Fire Services	Pad constructed and electrical roughed in. Waiting on generator delivery date.
North Shore Fire Hall - Standby Generator Agreement No. 2024-210-FIR: Martech Electrical	AJ Evenson	15-May-2024	31-Dec-24	50%	In Progress	Buildings	Construction	Fire Services	Electrical install in progress with pad to be poured week of Oct 21. Propane tank to be installed in Oct. Generator to be delivered in November 2024.
GhG Energy Upgrades Agreement No. 2024-017-COM: BES	AJ Evenson	1-Sep-2024	31-Dec-24	75%	In Progress	Buildings	Detailed Design	Corporate Admin	Draft reports received. Comments back to consultant by end of Oct. Pathways reports to be received in November. Fortis agreement to be signed by Stuart in October.

### CAPITAL PROJECTS TO SEPTEMBER 30, 2024

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Slocan Transfer Station Upgrades Agreement No. 2023-129-ENV: Spering Hansen Agreement No. 2024-075-ENV: North Mtn	AJ Evenson	15-Oct-2024	31-Dec-24	35%	In Progress	Resource Recovery	Construction	Resource Recovery	Construction underway with completion in early November.
Riondel Community Centre - Structural Assessment	AJ Evenson	1-Oct-2024	31-Dec-24	5%	In Progress	Buildings	Procurement	Community Services	Waiting on quotes from EffiStruc
Tarrys Fire Hall - Energy Efficiency Upgrades and Window Installation	Carolyn Hogan	1-Jul-2024	31-Dec-24	0%	In Progress	Buildings	Construction	Fire Services	Use existing CW grant 292. Grant to talk to Director.
NDCC RTU's Agreement No. 2024-251-COM: Rocky Point Eng.	Carolyn Hogan	15-Sep-2024	31-Dec-25	5%	In Progress	Buildings	Procurement	Community Services	Awarded to Rocky Point. Working on insurance reduction.
CDRD RTU's Agreement No. 2024-251-COM: Rocky Point Eng.	Carolyn Hogan	15-Sep-2024	31-Dec-25	5%	In Progress	Buildings	Procurement	Community Services	Awarded to Rocky Point. Working on insurance reduction.
North Shore Fire Hall - LED Light Retrofit (2023 Plumbing Upgrades) Agreement No. 2024-003-FIR: Bowick Elect	Jeannine Bradley	1-Jan-2024	31-Dec-24	99%	Completed	Buildings	Construction	Fire Services	Waiting on final invoicing.
Ootischenia Fire Hall - Expansion Agreement No. 2022-040-FIR: NDB Construction Agreement No. 2022-174-FIR: Cover Architecture Agreement No. 2023-246-FIR: WSA Eng	Jeannine Bradley	1-Jan-2024	31-Dec-24	75%	In Progress	Buildings	Construction	Fire Services	Construction underway and progressing. Approval to extend contract.

### CAPITAL PROJECTS TO SEPTEMBER 30, 2024

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Grohman Narrows Recycling Depot - Detailed Design and Fleet Building Agreement No. 2024-146-ENV: Ottotod Eng.	Jeannine Bradley	1-Jan-2024	31-Dec-24	5%	In Progress	Resource Recovery	Concept Design	Resource Recovery	Kickoff mtg completed.
North Shore Fire Hall - Heat Pumps Agreement No. 2024-205-FIR: Delta-T Consultants	Jeannine Bradley	1-Jan-2024	31-Dec-24	10%	In Progress	Buildings	Construction	Fire Services	Startup end of Sept.
Robson Fire Hall - Fencing	Jeannine Bradley	1-Jul-2024	31-Dec-24	0%	In Progress	Buildings	Construction	Fire Services	MOTI permit in place. RFQ for work.
Robson Fire Hall - Man Door Replacement Agreement No. 2024-179-FIR: Stand Architecture	Jeannine Bradley	1-Jul-2024	31-Dec-24	0%	In Progress	Buildings	Construction	Fire Services	Stand architecture working on design.
CDRD Arena Roof Insulation Agreement No. 2024-174-COM: Evoke	Jeannine Bradley	1-Jul-2024	31-Dec-25	5%	In Progress	Buildings	Initiation	Community Services	Contract executed with Evoke and design underway.
Yahk Fire Hall - Overhead Door Replacement Agreement No. 2024-237-FIR: Simons Garage Doors	Jeannine Bradley	1-Jul-2024	31-Dec-24	0%	In Progress	Buildings	Construction	Fire Services	Construction starting in November.
Yahk Fire Hall - Heat Pump Installation Agreement No. 2024-180-FIR: Delta-T Consult.	Jeannine Bradley	1-Jul-2024	31-Dec-24	0%	In Progress	Buildings	Construction	Fire Services	Contract in progress.
Erickson Water Main Replacement	AJ Evenson	1-Jan-2024	30-Jun-25	10%	In Progress	Utilities	Detailed Design	Utilities	Waiting on tender package from WSP.



### CAPITAL PROJECTS TO SEPTEMBER 30, 2024

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$17,116,359					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Agreement No. 2023-105-ENV: WSP									
Arrow Creek - HVAC Upgrades Agreement No. 2023-250-ENV: BES	Carolyn Hogan	1-Sep-2024	30-Jun-25	5%	In Progress	Buildings	Initiation	Utilities	Design package from BES in late October for immediate tender.
Burton Watermain Design Agreement No. 2024-247-ENV: Highland Consult	Carolyn Hogan	1-Jan-2024	30-Jun-25	5%	In Progress	Civil	Initiation	Utilities	Kickoff mtg with Highland completed. Survey to be completed in late October.
Riondel Storm Drainage Replacement	Carolyn Hogan	1-Sep-2024	30-Jun-25	5%	In Progress	Civil	Initiation	Utilities	Initiate in Fall 2024
Ootischenia Landfill - Borrow Source/Fence Relocation	Carolyn Hogan	1-Oct-2024	30-Jun-25	0%	In Progress	Resource Recovery	Initiation	Resource Recovery	Kicking off with Amy and Nathan in November
CDCC East Stairwell Agreement No. 2022-085-CDCC: Studio 9	Jeannine Bradley	1-Jan-2024	30-Jun-25	15%	In Progress	Buildings	Construction	Community Services	Prepping for re-tender in late October.
West Robson Water Main Replacement Agreement No. 2023-125-ENV: ISL Eng	AJ Evenson	1-Jun-2024	31-Dec-25	10%	In Progress	Utilities	Detailed Design	Utilities	Tender package on October 25.
NDCC / CDCC Refrigeration Engineering/Construction Agreement No. 2024-234-COM: Polar Eng.	Carolyn Hogan	17-Jun-2024	31-Dec-25	10%	In Progress	Buildings	Procurement	Community Services	Setting up contract with Polar.

**CAPITAL PROJECTS TO SEPTEMBER 30, 2024**

ACTIVE PROJECTS BEING MANAGED: 53 (14 Completed YTD)

TOTAL BUDGET BEING MANAGED: \$17,116,359

Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
CDRD Door Replacement	Carolyn Hogan	1-Oct-2024	31-Dec-25	0%	Not Started	Buildings	Initiation	Community Services	Assume \$100k in 2024 and \$100k in 2025. Hire architect to confirm compliance with building code.
Arrow Creek Filtration Study Agreement No. 2023-187: Associated Eng	Jeannine Bradley	1-Jan-2024	31-Dec-25	10%	In Progress	Utilities	Detailed Design	Utilities	First draft of report in November.
Erickson Water Meter Installation Agreement No. 2024-049-ENV: Emco Agreement No. 2024-050-ENV: Wolseley	Jeannine Bradley	1-Jan-2024	31-Dec-25	10%	In Progress	Utilities	Construction	Utilities	Meters to be delivered in the fall. Meter Pits to be delivered between October and December.

**PROJECTS COMPLETED IN Q2 2024 REMOVED FROM QUARTERLY REPORT**

<b>Project/Initiative Name</b>	<b>Responsible Manager</b>
<b>Curbside Collection service establishment and referendum</b>	Mgr. Resource Recovery
<b>Communications strategy update</b>	Mgr. Corporate Admin
<b>Fireworks bylaw feasibility report</b>	Mgr. Corporate Admin
<b>2023 Wildfire Mitigation and FireSmart Program</b>	Mgr. Community Sustainability

**PROJECTS COMPLETED IN Q3 2024**

<b>Project/Initiative Name</b>	<b>Responsible Manager</b>
<b>Greater Nelson Housing Study</b>	Mgr. Planning
<b>Active Transportation Feasibility Study - Castlegar to Nelson</b>	Mgr. Planning
<b>Greater Nelson Housing Study</b>	Mgr. Planning
<b>West Creston Fire Service Assent Voting</b>	Mgr. Corporate Admin
<b>Public Notice Bylaw</b>	Mgr. Corporate Admin
<b>Field staff building assessment</b>	Mgr. Resource Recovery
<b>Creston Hydrogeological Assessment</b>	Mgr. Resource Recovery
<b>RDCK Flood Response Plan</b>	Mgr. Community Sustainability



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> East Shore Circle of Friends Society	<b>Date of Application:</b> 10/02/2024
<b>Contact Name:</b> Paula Bailly	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 235 Fowler Street, PO Box 105  Riondel BC V0B 2B0	<b>Payment Type:</b> <input checked="" type="radio"/> Electronic Fund Transfer <input type="radio"/> Mailed cheque
<b>Phone #:</b> (250) 225-3375	<b>Email:</b> pbailly@bluebell.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

New signage (sandwich boards & banners) is needed to advertise our weekly Thrift Shop and Community Market. We also need display items (waterfall racks & u-shaped racks) for our Thrift Shop and a couple more folding tables for vendors to utilize at our Community Market. Funds received will be used to purchase these items.

**Grant Application:**

Total Grant Requested: \$ 900.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
----------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
No other funding is being requested for this project.

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-02 16:15:36  
\_\_\_\_\_  
Signature

Paula Bailly  
\_\_\_\_\_  
Print Name

**Authorization**

Signature of Area Director    Signed by Director	Total Grant Approved \$ 900.00
Board Approved Date:	Resolution #



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

### Contact Information:

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Kootenay Lake Community Health Society	<b>Date of Application:</b> 11/04/2024
<b>Contact Name:</b> Christa Harstall	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: A <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 11727 Highway 3A  Destiny Bay British Columbia V0B 1A3	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (587) 988-0477	<b>Email:</b> harstallc@gmail.com

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

An Environment Scan was completed in December 2023 which included an online survey and 4 town hall meetings. The final consultant report summarized 5 themes from the community consultation process. Our volunteer Board, not wanting to lose momentum, would like to proceed with a realistic action plan that is doable within realistic timelines and budget. It is proposed that a one day meeting, guided by the consultant who conducted the Environmental Scan, be organized to achieve this goal.

### Grant Application:

Total Grant Requested: \$1000.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
----------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
Community Development Fund June 2023 \$5000.00

Previous Discretionary Grants Received – Year and Amount: March 2024 \$1550.00

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:  
2024-11-04 17:00:59

---

Signature

Christa Harstall

---

Print Name

### Authorization

Signature of Area Director  Signed by director	Total Grant Approved \$ 1000.00
Board Approved Date:	Resolution #



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> The Dance Umbrella Society	<b>Date of Application:</b> 10/29/2024
<b>Contact Name:</b> Danielle Gibson	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 1121 Hall St  Nelson BC V1L2A1	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 777-7441	<b>Email:</b> Danceumbrellanelson@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Join us for a vibrant Day of the Dead celebration on November 3rd, 2024, at Spirit Bar in Nelson, BC! Building on last year's success with over 150 attendees, we're expanding the event to include cultural perspectives from the Philippines and Norway.

This free community event will feature arts and crafts, altar workshops, cultural talks, and live dance performances. Our goal is to unite the Kootenay community through arts, cultural exchange, and shared traditions around death. Your support helps create an inclusive celebration while showcasing local talent and fostering understanding.

**Grant Application:**

<b>Total Grant Requested:</b> \$ 150	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
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**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
Nelson Remedy's RX Pharmacy - \$600 requested and received ...

**Previous Discretionary Grants Received – Year and Amount:** N/A

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

**Signed at:**  
2024-10-29 10:05:56

---

Signature

Danielle Gibson

---

Print Name

**Authorization**

<b>Signature of Area Director</b> Signed by Director	<b>Total Grant Approved \$</b> 150.00
<b>Board Approved Date:</b>	<b>Resolution #</b>



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> PROCTER-HARROP SENIOR CENTER BRANCH 118	<b>Date of Application:</b> 11/03/2024
<b>Contact Name:</b> Sharon Naslund	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: E <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 7906 Woodside Ave  Procter British Columbia V1LoB6	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 229-5741	<b>Email:</b> rsboldt@telus.net

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

To Provide Christmas Dinner to anyone who is without family on Christmas Day.  
We do provide door Prizes to the Children that will attend.  
It is a dinner with all the trimmings and now will be our 5th year.  
Previous years we have ask for donations from many sources however we feel that again it will be difficult.

**Grant Application:**

Total Grant Requested: \$ 300.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Requesting Donation's from individuals and corporations.	
Previous Discretionary Grants Received – Year and Amount: \$300.00 2023	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

*Sharon Naslund* Signed at:  
2024-11-03 08:45:23  
\_\_\_\_\_  
Signature

Sharon Naslund  
\_\_\_\_\_  
Print Name

**Authorization**

Signature of Area Director    Signed by Director	Total Grant Approved \$ 300.00
Board Approved Date:	Resolution #



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Salmo District Arts Council	<b>Date of Application:</b> 10/31/2024
<b>Contact Name:</b> Cheryl Cook	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: G <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> Box 835 304 Main St Salmo BC V0G 1Z0	<b>Payment Type:</b> <input checked="" type="radio"/> Electronic Fund Transfer <input type="radio"/> Mailed cheque
<b>Phone #:</b> (250) 777-1046	<b>Email:</b> sdacoperating@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

We are looking at a renovation and addition to the Salmo Memorial Church at 304 Main St - church desperately needs a new roof, the stairwell to the basement does not meet modern safety codes, there is a wheel chair ramp but no wheel chair accessible washroom and there are not enough washrooms for the capacity. We are undertaking cultural tourism planning with Mike Stolte and hopefully will be funding a building feasibility plan. An addition is necessary to address stairs and washrooms. Architecture planning and engineer consultation is necessary to make plans for the roof. leverage BCAC

**Grant Application:**

<b>Total Grant Requested:</b> \$ 5000	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
<b>Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:</b> British Columbia Arts Council- \$25,000- pending . ...	
<b>Previous Discretionary Grants Received – Year and Amount:</b> 2024- leverage funding for CBT non profit advisors program \$760	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

**Signed at:**  
2024-10-31 23:45:49

---

Signature

Cheryl Cook

---

Print Name

**Authorization**

Signature of Area Director Signed by Director	Total Grant Approved \$ 5000.00
Board Approved Date:	Resolution #





# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Crescent Valley Firefighters Foundation	<b>Date of Application:</b> 10/18/2024
<b>Contact Name:</b> Ryan Durand	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 1365 Hwy 6 PO Box 66 Crescent Valley British Columbia V0G1H0	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 359-7420	<b>Email:</b> rdurand@rdck.bc.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Annual community fireworks and candy in Crescent Valley

**Grant Application:**

Total Grant Requested: \$ 750	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
-------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
Columbia Basin Trust: \$900 (received) ...

Previous Discretionary Grants Received – Year and Amount:

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-18 16:55:21

---

Signature

Ryan Durand

---

Print Name

**Authorization**

Signature of Area Director Signed by Director	Total Grant Approved \$ 750.00
Board Approved Date:	Resolution #



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

### Contact Information:

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Taghum Hall Society	<b>Date of Application:</b> 10/08/2024
<b>Contact Name:</b> Elaine Davis Zaitsoff	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 404 Sixth Street  Nelson BC V1L2Y3	<b>Payment Type:</b> <input checked="" type="radio"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 509-0906	<b>Email:</b> nelsoncontradance@telus.net

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Monthly Contra Dances at Taghum Hall Oct-May 2024-25  
Dances taught and prompted with Live Music  
Caller Elaine Davis Zaitsoff Fiddle Zavallennahh Huscroft Guitar Roger Luckey Bass David Feldman  
6:30-9pm  
All ages welcome  
\$15 Adults \$10 Youth  
Dancers from Proctor, Kaslo, Slocan, Slocan Valley, New Denver, Salmo, Fruitvale, Grandforks, Castlegar, Nelson ...

### Grant Application:

<b>Total Grant Requested:</b> \$200	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
-------------------------------------	--

**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
Area E \$500 requested ...

**Previous Discretionary Grants Received – Year and Amount:** 2024 \$1000

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

**Signed at:**  
2024-10-08 09:42:13

\_\_\_\_\_  
Signature

Elaine Zaitsoff

\_\_\_\_\_  
Print Name

### Authorization

<b>Signature of Area Director</b> Signed by Director	<b>Total Grant Approved \$</b> 200.00
<b>Board Approved Date:</b>	<b>Resolution #</b>



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Mount Sentinel Secondary School	<b>Date of Application:</b> 10/11/2024
<b>Contact Name:</b> Jennifer Gregor	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 1014 Playmor Road  South Slokan Bc V0G 2G0	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 359-7219	<b>Email:</b> jenngregor@hotmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

Breakfast for Learning program brings parent volunteers into the school to provide nutritional food for children of all socioeconomic status. We believe that gathering children over food brings a connection to community and a fed student can focus on learning instead of a hungry belly.

**Grant Application:**

Total Grant Requested: \$1000	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
-------------------------------	---

Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Local community businesses such as Kalesnikoff Lumber and Columbia Basin Trust.

Previous Discretionary Grants Received – Year and Amount: Na

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-11 13:29:30

---

Signature

Jennifer Gregor

---

Print Name

**Authorization**

Signature of Area Director Signed by Director	Total Grant Approved \$ 1,000.00
Board Approved Date:	Resolution #



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

### Contact Information:

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Selkirk College Foundation	<b>Date of Application:</b> 10/11/2024
<b>Contact Name:</b> Eden DuPont	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 301 Frank Beinder Way  Castlegar British Columbia V1N 4L3	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 505-1321	<b>Email:</b> edupont@selkirk.ca

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

The Steps for Success campaign is specifically geared towards strengthening rural health care in our province by creating new scholarships and financial awards that support Rural Pre-Medicine program students in their journey to becoming rural health care professionals. The campaign was spurred by a generous individual gift of \$50,000 that requires matching funds from the general community. Community Donations towards the campaign will have double the impact towards offering financial support to rural and local students entering into health care programs.

### Grant Application:

Total Grant Requested: \$ 2500	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Cultural
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: ...

Previous Discretionary Grants Received – Year and Amount: 0

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-11 11:40:16

---

Signature

Eden DuPont

---

Print Name

### Authorization

Signature of Area Director    Signed by Director	Total Grant Approved \$ 2,500.00
Board Approved Date:	Resolution #



# Discretionary Fund Grant Program Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1860-20-\_\_\_

### Contact Information:

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Castlegar Sculpturewalk Society	<b>Date of Application:</b> 10/30/2024
<b>Contact Name:</b> Joy Barrett	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: J <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> PO Box 3586  Castlegar BC V1N 3@3	<b>Payment Type:</b> <input checked="" type="radio"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 354-9169	<b>Email:</b> joy@castlegarsculpturewalk.com

### Project/Service Description

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.) *Attach supporting project documentation, organization's list of directors and their respective executive position, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by the organization's most recently approved financial statements.*

We are seeking funding for our third annual Night of Fire event. We will commission artists to create a purpose-built, large-scale wooden sculpture which will be burned on-site at Geronazzo Pit, Millennium Park, Castlegar. Kicked off by local musicians, this is a free, family-friendly community event which, in our second year (2023) saw an exponential growth in attendance. Our cultural vision behind this project is to connect individuals to their creativity and to each other through participation in a powerful communal event which celebrates beauty, creation, metamorphosis, and rebirth.

### Grant Application:

<b>Total Grant Requested:</b> \$ 1000	<b>Which funding criterial objective does this project meet?</b> <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Cultural
<b>Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:</b> BC Festivals, Fairs & Events fund: \$2K confirmed ...	
<b>Previous Discretionary Grants Received – Year and Amount:</b> 0	

By submitting this application for the Discretionary Fund Grant Program, I confirm I am an authorized signatory of the recipient organization and I agree to the Discretionary Fund Grant Program Recipient Obligations detailed on page two of this application.

**Signed at:**  
2024-10-30 10:46:02

---

Signature

Joy Barrett

---

Print Name

### Authorization

<b>Signature of Area Director</b> Signed by director	<b>Total Grant Approved \$</b> 1000.00
<b>Board Approved Date:</b>	<b>Resolution #</b>



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> WE Graham Community Service Society	<b>Date of Application:</b> 10/15/2024
<b>Contact Name:</b> Chantal Smith	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: H <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 1001 Harold Street PO Box 10 Slocan BC V0G2C0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 355-2484	<b>Email:</b> coordinator@wegcss.org

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The funds will be used to buy food for the hampers, the turkey dinner served during the event, food supplies, gifts and for our general food bank operations.

**Grant Application:**

Total Grant Requested: \$ 4000.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
 Other funding sources we have are:  
 ...

Previous Community Development Grants Received – Year and Amount:

\$4000.00 - 2023 Holiday Hampers

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

C. Smith Signed at:  
 2024-10-15 17:36:28

Chantal Smith

Signature

Print Name

**Authorization**

Signature of Area Director    Signed by Director	Total Grant Approved \$    4,000.00
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Castlegar & District Recreation Department	<b>Date of Application:</b> 10/23/2024
<b>Contact Name:</b> Heather Anderson	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2101 6th Ave  Castlegar BC V1N 3B2	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (778) 460-5232	<b>Email:</b> handerson@rdck.bc.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

This project see's Santa Clause go to all Elementary and Preschool in our area. Santa and his two elves go to every classroom and talk with the children and give them all an opportunity to make their special requests for under the tree. At the end of the visit Santa presents every child a wooden ornament that has been created by Selkirk College's Access Centre. This program has been a highlight for the past 3 years to the local children and teachers.

**Grant Application:**

Total Grant Requested: \$ 1500.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: Requested \$1500 from Area J	
Previous Community Development Grants Received – Year and Amount:	

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-23 15:14:32

Heather Anderson

Signature

Print Name

**Authorization**

Signature of Area Director <div style="text-align: right;">Signed by Director</div>	Total Grant Approved \$ <div style="text-align: right;">1500.00</div>
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Kootenay Lake Hospital Foundation	<b>Date of Application:</b> 10/22/2024
<b>Contact Name:</b> Bryna Idler	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: I <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 3 View Street  Nelson BC V1L 2V1	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 354-2334	<b>Email:</b> bryna.idler@interiorhealth.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

Your donation will help purchase a state-of-the-art Ultrasound System for Kootenay Lake Hospital. This advanced equipment is specifically designed for exceptional cardiac imaging, providing detailed views of the heart's valves, muscles, and chambers. This equipment is essential for assessing heart function and valvular diseases.

Your generous support will help reduce wait times and ensure that patients receive timely assessments and diagnoses, leading to the best possible outcomes.

**Grant Application:**

Total Grant Requested: \$ 1000	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
 Our objective is to raise \$200,000 to acquire this equipment. We will be reaching out to individuals, local businesses, service clubs, and other potential grantors for support. ...

**Previous Community Development Grants Received – Year and Amount:**  
 \$7991.67 in May, 2024

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at: 2024-10-22 12:26:21 _____ Signature	Bryna Idler _____ Print Name
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<b>Authorization</b>	
Signature of Area Director Signed by Director	Total Grant Approved \$ 1000.00
Board Approved Date:	Resolution #





# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> SHSS Safe Grad	<b>Date of Application:</b> 10/24/2024
<b>Contact Name:</b> Mary Ann Ferrer	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area:   <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2117 Columbia Avenue  Catlegar BC V1N2W9	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 687-0067	<b>Email:</b> shssgrad@gmail.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

SHSS Safe Grad 2025, we are looking at applying for some grants. This is to help the students from Stanley Humphries Secondary School.

**Grant Application:**

Total Grant Requested: \$ 2500	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-24 11:28:38

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Signature

Mary Ann Ferrer

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Print Name

**Authorization**

Signature of Area Director    Signed by Director	Total Grant Approved \$ 2500.00
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Castlegar & District Recreation Department	<b>Date of Application:</b> 10/23/2024
<b>Contact Name:</b> Heather Anderson	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: J <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 2101 6th Ave  Castlegar BC V1N 3B2	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (778) 460-5232	<b>Email:</b> Handerson@rdck.bc.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

This project see's Santa Clause go to all Elementary and Preschool in our area. Santa and his two elves go to every classroom and talk with the children and give them all an opportunity to make their special requests for under the tree. At the end of the visit Santa presents every child a wooden ornament that has been created by Selkirk College's Access Centre. This program has been a highlight for the past 3 years to the local children and teachers.

**Grant Application:**

Total Grant Requested: \$ 1500.00	Which funding criterial objective does this project meet? <input checked="" type="checkbox"/> Social <input type="checkbox"/> Economic <input type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:  
 Requested \$1500 from Area I

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:  
 2024-10-23 15:17:44  
 \_\_\_\_\_  
 Signature

Heather Anderson  
 \_\_\_\_\_  
 Print Name

**Authorization**

Signature of Area Director Signed by Director	Total Grant Approved \$ 1500.00
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Kootenay Gallery of Art, History and Science Society	<b>Date of Application:</b> 10/23/2024
<b>Contact Name:</b> Joleen Kinakin	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: J <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 120 Heritage Way  Castlegar BC V1N 4M5	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 365-3337	<b>Email:</b> kootenaygallery@telus.net

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

The Kootenay Gallery of Art, History and Science Society is looking to relocate the Gallery from the outskirts of Castlegar to a more central downtown location within the city. Monies will be directed towards the purchase of a new building to house the gallery.

**Grant Application:**

Total Grant Requested: \$ 50,000.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: City of Castlegar - \$140,000 - confirmed RDCK Area J - \$50,000 - this application ...	
Previous Community Development Grants Received – Year and Amount: Feb 2024 - Area J - \$2200 and Jan 2024 Area I - \$1500 plus previous years	
By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.	
Signed at: 2024-10-23 17:11:18 _____ Signature	Joleen Kinakin _____ Print Name
<b>Authorization</b>	
Signature of Area Director    Signed by Director	Total Grant Approved \$ 50,000.00
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

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 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Ootischia Improvement District	<b>Date of Application:</b> 10/15/2024
<b>Contact Name:</b> Ken Lloyd	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: J <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 123 Ootischia Road  Castlegar British Columbia V1N 4L7	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 365-6996	<b>Email:</b> oidwater@ootischia.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

When Waterloo Eddy (Park) was developed, road access was altered such surface water was directed to Ootischia Improvement District (OID) hydrant infrastructure at the entrance to the Park. This accumulation placed the water system at risk by entering the hydrant by way of the drain port. Surface water may not be introduced to the OID water system given the range of known contaminants that would jeopardize health and safety of OID water users. The hydrant needs to be removed and the existing saturation drain put excavated and replaced with new drain material

**Grant Application:**

Total Grant Requested: \$ 42,000	Which funding critical objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at:  
2024-10-15 15:37:39

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Signature

Erica D'Andrea

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Print Name

**Authorization**

Signature of Area Director Signed by Director	Total Grant Approved \$ 42,000.00
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> EDGEWOOD CMNTY INTERNET SOCITY	<b>Date of Application:</b> 10/24/2024
<b>Contact Name:</b> Carlene Enge	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: K <input type="checkbox"/> Municipality:
<b>Mailing Address:</b> 322A MONASHEE AVE, P.O. Box 152  EDGEWOOD BC V0G 1J0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 269-7590	<b>Email:</b> carlene@edgeconnection.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

Generator fuel to be used at Goat Mountain for Internet and CBC Radio distributing.

**Grant Application:**

Total Grant Requested: \$ 1000.00	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received: No other at this present time.	
Previous Community Development Grants Received – Year and Amount: \$2000.00	
By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.	
 Signed at: 2024-10-24 10:42:36 _____ Signature	Carlene Enge _____ Print Name

**Authorization**

Signature of Area Director    Signed by Director	Total Grant Approved \$ 1000.00
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
 Phone 250-352-6665 Fax 250-352-9300  
 Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> The Corporation of the Village of Salmo	<b>Date of Application:</b> 11/01/2024
<b>Contact Name:</b> Brandy Jessup	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality: Salmo
<b>Mailing Address:</b> PO Box 1000 423 Davies Avenue Salmo BC V0G 1Z0	<b>Payment Type:</b> <input type="checkbox"/> Electronic Fund Transfer <input checked="" type="checkbox"/> Mailed cheque
<b>Phone #:</b> (250) 357-9433	<b>Email:</b> brandy.jessup@salmo.ca

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
 Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)

The Village of Salmo has purchased a tarp for our dump truck in order to keep material under control along roadways. Material coming out of the dump truck can pose a hazard to other drivers as well as leave material on the ground that shouldn't be there.

**Grant Application:**

Total Grant Requested: \$ 4426.28	Which funding critical objective does this project meet? <input type="checkbox"/> Social <input type="checkbox"/> Economic <input checked="" type="checkbox"/> Environmental
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Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:

Previous Community Development Grants Received – Year and Amount:  
 2024 - \$6,000

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

Signed at: 2024-11-01 13:03:33	Brandy Jessup
Signature	Print Name

**Authorization**

Signature of Area Director Signed by Director	Total Grant Approved \$ 4426.28
Board Approved Date:	Resolution #



# Community Development Grant Application Form

## REGIONAL DISTRICT OF CENTRAL KOOTENAY

202 Lakeside Drive, Box 590, Nelson, B.C. V1L 5R4  
Phone 250-352-6665 Fax 250-352-9300  
Toll Free in B.C. 1-800-268-7325

FILE NO. 1865-20-\_\_\_

**Contact Information:**

*Note: Applicants are encouraged to discuss their project with the applicable RDCK elected official prior to submitting their grant application.*

<b>Organization/Society Name:</b> Treehugger retreats and Events Society	<b>Date of Application:</b> 11/01/2024
<b>Contact Name:</b> Lisa Parente	<b>RDCK Electoral Area/Member Municipality:</b> <input type="checkbox"/> RDCK Electoral Area: <input type="checkbox"/> Municipality: Slocan
<b>Mailing Address:</b> po box 82 c/o Lisa Parente  slocan bc v0g2c0	<b>Payment Type:</b> <input checked="" type="checkbox"/> Electronic Fund Transfer <input type="checkbox"/> Mailed cheque
<b>Phone #:</b> (514) 612-6319	<b>Email:</b> treehuggersocietybc@outlook.com

**Project/Service Description**

Please provide an overview of the project and/or service and how the funds will be used. (600 characters max.)  
*Attach any supporting documentation such as engineering reports, feasibility studies, and budget documents. All applicants must submit their organization's list of directors showing their respective executive positions, plus overall number of members. Grant requests exceeding \$5,000 must be accompanied by your organization's most recently approved financial statements..)*

- \*3RD ANNUAL WINTER CARNIVAL, EXPO PARK, FEB 1ST 2025
- \*FAMILY FRIENDLY, LIVE MUSIC, ICE SLIDE, CARNIVAL GAMES, FREE \*WORKSHOPS, VENDORS
- \*SUPPORTS LOCAL ARTISTS AND TRADESPERSONS
- \*PROVIDES AN OPPORTUNITY FOR CONNECTION FOR LOCAL RESIDENTS DURING THE DARKER TIME OF YEAR.
- \*SUPPORTS LOCAL SMALL BUSINESSES

**Grant Application:**

Total Grant Requested: \$ 603	Which funding critical objective does this project meet? <input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Economic <input type="checkbox"/> Environmental
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**Other Funding Sources - Identify all sources of project funding and amounts. Both funds requested and received:**  
ReDI Grant Village of Slocan (deposited) \$2,000.00  
ReDI Grant Area H (deposited) \$300.00 ...

Previous Community Development Grants Received – Year and Amount:

HARMONY 2024

By submitting this application for the Community Development Grant, I confirm I am an authorized signatory of the recipient organization and I agree to the Community Development Grant Recipient Obligations detailed on page two of this application.

**Signed at:**  
2024-11-01 14:59:13

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Signature

Lisa Parente

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Print Name

**Authorization**

Signature of Area Director    Signed by Director	Total Grant Approved \$ 603.00
Board Approved Date:	Resolution #