



Quarterly Report

Q1 2024

Corporate Administration

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DEVELOPMENT AND COMMUNITY SUSTAINABILITY SERVICES (PLANNING, BUILDING AND COMMUNITY SUSTAINABILITY)							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas Of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Comprehensive review of bylaw enforcement regulatory bylaws & options for funding	2023-08-17	GM Development and Community Sustainability	Part of RDCK Core Services	All Electoral Areas	20% to 40% complete	2025-12-11	Budget for legal review of bylaws approved in 2024 Dog control services bylaw and noise bylaw currently being reviewed Unsightly, nuisance and soil deposit and removal bylaw are next on the list. Staff provide more detail under the work plan item for noise and dog control services. Unsightly Property, Special Events (area H), Nuisance are also under review.
Review Noise Bylaw 2440, 2015	2022-09-22	GM Development and Community Sustainability	Part of RDCK Core Services	Area A,Area B,Area C,Area E,Area F,Area G,Area H,Area I,Area J,Area K	20% to 40% complete	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.
Expansion of Kootenay Conservation Program	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 Slocan,Village of Silverton,Village of New Denver	60%- 80% complete	2024-11-21	The service has expanded to include all of Area H and F. AAP scheduled for July 2024 in area G. City of Nelson has expressed an interest to join service.
Kootenay Boundary Farm Advisory	2017-03-31	GM Development and Community Sustainability	Food security and Agriculture	Entire RDCK,Multi Regional	100% complete	2028-12-30	Contract was issued to Keefer Ecological who developed the original Kootenay and Boundary Farm Advisors. A steering committee meeting with contractors will be organized for June. RDCK is now the new contract manager while previously the RDEK took the lead. All funders continue to provide funding and support the program.
Dog Control - Area A, B, C, H and area K expansion	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	40% to 60% complete	2025-05-31	Dog control contracts for I, J and K and Nakusp are being negotiated with contractor for renewal Value of new contracts higher than requisition for 2024. Staff are reviewing the dog control services - method of delivery, costs and review of the bylaws. Supervisor presented options for A, B, C service to CVSC May 2

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Engage RDCK Indigenous Nations on Opportunities for Partnership	2020-10-19	GM Development and Community Sustainability	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2023-12-09	Engage with Yaqan Nukiy & Ktunaxa Nation to develop a protocol agreement still underway. Several new initiatives such as Creston Valley Flood Management Partnership, Crawford Bay Regional Park TUS, Duck Creek Watershed Governance Initiative, Environmental DPAs to align with work of Kootenay Lake Partnership are underway. Relationship building also continues with Sylix-Okanagan Nation and Colville Confederated Tribes-Sinixt through the still forming Slocan Lake & River Partnership and restoration work in RDCK parks; participate with FN Emergency Services Soc on wildfire risk reduction.
Converting Historical Building Permits to Digital format	2018-03-31	Mgr. Building	Part of RDCK Core Services	Area A,Area B,Area C,Area D,Area E,Area F,Area G,Area H,Area I,Area J,Area K	40% to 60% complete	2024-09-30	Funding was approved with the 2024-2028 Financial Plan This will be ongoing work to reduce the amount of historic paper copies in the Northshore Hall Permits are shipped scanned and returned in a digital format and added to Prospero where they are available in perpetuity.
Building Officials Training Program	2018-11-15	Mgr. Building	Part of RDCK Core Services	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver,All Electoral Areas	60%- 80% complete	2024-06-28	Senior Building Official-Training and Development, along with Manager are developing training plans with staff, however heavy workload in operational areas of the business have impacted the delivery schedule for the Building Officials Training Program. As we now have full staffing, development plans, opportunities for partnership and training matrices are being structured.
Update Building Bylaw 2200	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	2024-09-30	RDCK Building bylaw requires updating to reflect recent changes to the Building Act and align with the model bylaw created by the Municipal Insurance Agency of BC. Project is on hold pending recruitment of additional building inspectors. Fee review and update has been completed and rolled out as the first phase of the update.
Building Services Policy Review	2018-01-01	Mgr. Building	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-06-28	Some progress made on policy update and creation, however full policy review is delayed until staffing capacity is increased.

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							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
Update Building Inspection Service Agreement with Municipalities	2018-10-01	Mgr. Building	Coordinated Service Delivery	Village of Salmo,Village of Kaslo,Village of Slocan,Village of Nakusp,Village of Silverton,Village of New Denver	20% to 40% complete	2024-11-30	Current service agreements are not consistent for all six municipalities, and require additional specifications and technical detail. The agreements also must align better with the Building Act. Update of the agreement template is on hold pending the addition of more building inspection staff. Q1 2023 meetings planned with RDCK GM D&CS, MB and Village CAO's
Slocan Lake and River Partnership Initiation	2022-02-17	Mgr. Community Sustainability	Water Protection and Advocacy	Area H,Village of Slocan,Village of Silverton,Village of New Denver	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: A Steering Committee meeting to draft Terms of Reference - ready for review Next Steps: Meet with Partnership to begin planning Next steps on Guidance Document. Possible Barriers: None at this time
Regional Invasive Species Strategy - Delivery	2021-06-14	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2024-07-19	Current Status – Regional strategy being implemented, working group met for the first meeting. Dir Vandenberghe Chair. Next steps - In May 2024 the Board Asked to consider funding request for Year 2 at \$15,000. Barriers - none at this time
RDCK Climate Actions - Community Engagement	2019-08-08	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	100% complete	2024-04-19	- Board directed staff to initiate public consultation based on public feedback and response to the Draft CAP. Staff have completed 5 months of engagement across the region and are now compiling the feedback received. - Feb 2024: Engagement is complete

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Watershed Governance Initiative Phase 3 - Relationships, Mapping, Water Monitoring	2018-12-13	Mgr. Community Sustainability	Water Protection and Advocacy	Entire RDCK	40% to 60% complete	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. Next Steps: Working with Yaqan Nukiy on Project Scope and Terms Barriers: None at this time
SES - Low Carbon Transportation - Corporate Fleet	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	40% to 60% complete	2024-08-17	Current: - Fleet charger installation is in process - 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)
SES - Demand Management - Community - REEP for Homes Project	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	80%- 99% complete	2024-09-14	Current: - Submitted FCM/GMF Community Efficiency Financing grant funding application with City of Nelson for Regional Energy Efficiency Program (REEP) 2.0 for \$2,507,803 - 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 Next Steps: - FCM/GMF will make decision on grant app April / 2024 - Develop next stage of a contractor capacity training / outreach program
SES - GHG Reduction Feasibility for RDCK Facilities Project	2022-05-01	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	20% to 40% complete	2024-10-12	Current: - approved application to FCM/GMF GHG Reduction Pathway Feasibility Study grant - consultant contract has been executed (Building Energy Systems Ltd.) - facility data being transmitted to consultant for use in the study implementation Next: - Facility site visits and ASHRAE level 2 facility modelling / analysis

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							- Consultation with facility managers / operators Barriers: - Time & staff capacity
Emergency Support Services Creston IT Upgrade	2023-07-20	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	20% to 40% 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.
RDCK Flood Response Plan	2024-04-18	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2025-04-30	#NAME?
EDMA - Indigenous Engagement Requirement	2024-01-01	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2025-03-31	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: Coordinating with Municipalities to host an initial meeting where project objectives/deliverable will be established and decisions on how funds will be used.
Alternate EOC	2023-10-01	Mgr. Community Sustainability	Part of RDCK Core Services	All Electoral Areas	60%- 80% 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), conduct exercise to practice needing to activate alternate EOC.
Operational Fuel Treatments - Selous, Queens Bay, Woodbury	2016-08-01	Mgr. Community Sustainability	Wildfire Management	All Electoral Areas	80%- 99% complete	2024-03-31	Current status: Prescribed burning in Selous planned spring'24 + FPInnovations research on the treatment. Selous: Selkirk College completed LiDAR analyses and reporting on findings, FPInnovations starting contract to evaluate treatments, post various treatments and pre-post Rx burn. Barrier - could not get Adequate burning conditions in fall 2023.

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							Burn postponed by BCWS. Woodbury: Exploring options for 2024 treatment to be funded by CBT
2023 Wildfire Mitigation and FireSmart Program	2023-01-01	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	100% complete	2024-02-29	Current Status: Final reporting is complete. Awaiting final payment from UBCM.
2024 Wildfire Mitigation and FireSmart Program	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 Slocan,Village of Silverton,Village of New Denver	1% to 20% complete	2024-12-31	Current Status: 2024 CRI allocation-based application was successful + supporting partnering municipalities in their applications Next Steps: Finalize Wildfire Specialist hiring + get going with 2024 FireSmart activities. Barriers: New allocation-based funding required more conversation with UBCM to ensure accurate application
RDCK Regional Roundtable Wildfire Resiliency Tool (Formerly CBT Lightship Project)	2023-04-14	Mgr. Community Sustainability	Wildfire Management	Entire RDCK	20% to 40% complete	2024-09-09	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.
Emergency and Disaster Management Act	2023-11-08	Mgr. Community Sustainability	Part of RDCK Core Services	Entire RDCK	1% to 20% complete	2026-12-31	- November 8, 2023, the Emergency and Disaster Management Act (EDMA) received royal assent and replaced the Emergency Program Act. While the Regulations for Local Authorities have yet to be written, the RDCK EM program needs to begin alignment. Initial
SES - Facility Manager / Operator Training Program	2020-08-20	Mgr. Community Sustainability	Coordinated Service Delivery	Entire RDCK	60%- 80% complete	2024-09-14	Current: - Better Corporate Building Policy and Guidelines in place - Trained project managers on policy/guidelines and gathering information on how to support this policy delivery - Developed training strategy alongside facility monitoring program to train building

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							managers on policy / guidelines - Started facility manager / operator peer network for Community Services Next Steps: - Outlay training workshops to building managers - Support staff on implementation of Policy - Begin RDCK-wide facility manager network in fall 2024 Barriers: - Staff capacity
Planning Procedures and Fees Bylaw Review	2023-08-17	Mgr. Planning	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2024-12-31	528/23 That the Board direct staff to prepare a report to bring back to Rural Affairs Committee on opportunities to respond to housing needs and improve administrative effectiveness through potential amendments to RDCK Planning Procedures and Fees Bylaw No. 2457, as described in the Committee Report "Planning Procedures and Fees Bylaw Amendments", dated August 2, 2023. Awaiting further direction from Board following broader review of Planning Services work plan in Q1 2024.
Area I OCP Review	2016-01-26	Mgr. Planning	Part of RDCK Core Services	Area I	80%- 99% complete	2023-08-19	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 Community Open House - November 6, 2023 Staff have drafted the OCP and are reviewing with the Area I APHC before referral stage.
Active Transportation Feasibility Study - Castlegar to Nelson	2022-07-01	Mgr. Planning	Recreation , Parks and Trails	Area E,Area F,Area H,Area I,Area J	80%- 99% 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.

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							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. Engagement with stakeholders took place over fall/winter 2023 WKCC is currently undertaking public consultation
Greater Nelson Housing Study	2022-08-18	Mgr. Planning	Part of RDCK Core Services	Area E,Area F, City of Nelson	80%- 99% complete	2024-03-31	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. Draft phase 3 deliverables have been prepared and are being reviewed by project team.
Housing Needs Assessment	2023-11-30	Mgr. Planning	Not aligned with a Strategic Priority	Village of Slocan,Village of Nakusp,Village of Silverton,All Electoral Areas	1% to 20% 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.
Small-Scale Multi-Unit Housing	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	2024-06-30	The purpose of the proposed zoning bylaw amendments are to implement the requirements of Provincial Bill 44 Housing Statutes (Residential Development) Amendment Act, which includes provisions to allow small-scale multi-unit housing (SSMUH) across B.C. The RDCK must allow for a minimum of 1 secondary suite and/or 1 detached accessory dwelling unit in all restricted zones (i.e. zones where the residential use is restricted to detached single-family dwellings), in all electoral areas.
Complete Communities Assessment	2024-04-10	Mgr. Planning	Coordinated Service Delivery	Town of Creston,Village of Salmo,Village of Kaslo, City of Castlegar, City of	Not Started	2025-04-30	\$300,000 of grant funding from UBCM Complete Communities program for regional growth management planning.

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				Nelson,Village of Slocan,Village of Nakusp,All Electoral Areas			
Subdivision Servicing Bylaw Review	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
Housing Development Costing and Study	2024-02-15	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	Not Started	2024-12-31	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.
Kootenay Lake Watercourse DPA Project	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area A,Area D,Area E,Area F	80%- 99% complete	2023-03-31	- Project initiated from discussions at the Kootenay Lake Partnership table, recognizing that the RDCK has development permit authorities under the Local Government Act that are not being fully utilized to protect sensitive habitat around Kootenay Lake.
Campground Bylaw Review	2018-04-19	Mgr. Planning	Not aligned with a Strategic Priority	All Electoral Areas	1% to 20% complete	2025-08-14	Initiative began to investigate regulatory options for park model trailers within the RDCK, but has expanded to consider ways to better regulate developments where multiple RV sites are created. This is especially relevant in the proliferation of shared interest developments in unzoned areas where there is concern for health and safety of these developments. Resolution 36/20 establishes policy regarding CSA Z241 Park Model Trailers. No further work has been done on this project due to staff being fully engaged on other Board-directed projects on the work plan.
Area H North OCP Review	2020-04-16	Mgr. Planning	Part of RDCK Core Services	Area H	1% to 20% complete	2023-07-28	In April 2020, the Board passed resolution 279/20, which directs staff to include the review of the Area H North Official Community Plan, with the potential of having a

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							Comprehensive Land Use bylaw, in their work plan. April/May 2022 - Staff completed open houses in New Denver and Hills. Awaiting further direction from Board following broader review of Planning Services workplan in Q1 2024.
Area E OCP Expansion	2020-05-21	Mgr. Planning	Part of RDCK Core Services	Area E	20% to 40% complete	2022-12-31	In 2020 through resolution 375/20 the Board directed planning staff to expand the Electoral Area E Official Community Plan to include the south border of the City of Nelson to Ymir Road. This project should be re-evaluated in terms of Board priorities for Planning Services to determine if still desired and if so when. Results from previous survey results were polarized and further engagement would be needed prior to pursuing further. Board resolution 363/22 to explore land use planning in other parts of Area E indicates that work of higher priority.
Area E Community Planning	2022-05-19	Mgr. Planning	Part of RDCK Core Services	Area E	Not Started	2023-06-30	In 2022 through resolution 363/22 the Board directed staff to continue the next phase of community consultation for Area E as a follow up to the “Open Houses on Land Use Planning” Project completed earlier in the year. This work would be focused where survey results indicated that there is strong interest in pursuing land use planning or more information about land use planning was desired, with a specific focus on the following unincorporated communities: Redfish Creek to Liard Creek (Including Grandview); Longbeach; Harrop; and Proctor.
Area J OCP Review	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. Regional planning ongoing.
Area D Community Planning	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.

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Agricultural Policy Review - Phase 2	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.
Playmor Junction Zoning Bylaw	2020-02-20	Mgr. Planning	Part of RDCK Core Services	Area H	Not Started	2023-12-29	In February 2020 the Board passed resolution 121/20, which directs staff to include the development of a zoning bylaw for Playmor Junction Area to their work plan. Subsequent direction from the Director was to suspend further work on the project until early 2023. Staff to work with Area Director to map out scope and timing of project.

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Systems Efficiency Review & Tipping Fee Assessment	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-07-31	Staff have reviewed Draft Tipping Fee Assessment data model and provided input to finalize in Q2. System Efficiency Review draft also reviewed by staff, finalization is pending the completion of the tipping fee model. Estimate bringing results to JRRC in late Q2 / early Q3.
Waste composition study	2023-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	2024-02-15	Final report shared with JRRC in Q1.
Curbside Collection service	2023-08-17	Mgr. Resource Recovery	Waste Management	Area F,Area H,Area J	20% to 40% complete	2024-06-30	Public engagement throughout Q1. Referendum occurring on May 11th.

ENVIRONMENTAL SERVICES							
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establishment and referendum			and Alternatives				
RR Facility washroom installation project	2018-12-12	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	2024-12-31	Completed ROS, CEN, OOT, CRE, NAK. Slocan to proceed as part of TS upgrade in Q3. Plan to close this item and will open new one for CBay when that work is ready to proceed. Require a hydrotech assessment before a septic system can be installed.
Collaboration with City of Nelson on organics program	2019-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	City of Nelson	80%- 99% complete	2024-12-31	Staff to staff engagement is continuing to occur. Waiting to trial composting of Food Cyclor material at Central compost facility.
Scale Software upgrade	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	80%- 99% complete	2024-08-31	Strong software transition fully implemented at all sites. Field supervisors are trialing android devices to support additional features for waste spotters and rural (non-scaled) sites. In Q1 the Strong developer met with RDCK Operations and Finance staff and visited sites to prepare for installation of license plate cameras.
Septage Management Options for Central and West subregions	2019-06-19	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	20% to 40% complete	2024-12-31	Proposal received to undergo new options assessment. Staff assessing scope before proceeding. Staff continue to engage with municipalities on future collaboration options.
Landfilling diversion initiatives - C&D	2021-03-18	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	1% to 20% complete	2024-12-31	No change in Q1
Creston Eco-Depot	2018-10-10	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-12-31	Report on EcoDepot RFP to go to JRRC in Q2 to request further direction.
Field staff building assessment	2022-09-01	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Entire RDCK	60%- 80% complete	2024-05-31	Site buildings need anchoring before power can be installed. Waiting on contractor to complete work at Crescent Valley and New Denver. Cost estimate for power installation at Crescent Valley is well beyond budget. Staff considering options. Also

ENVIRONMENTAL SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							investigating Winlaw. Sites without access to power for a/c could consider changes in hours of operation to avoid heat risks.
Creston Hydrogeological Assessment	2021-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	80%- 99% complete	2024-07-31	Hydrogeological Study and Criteria Exception Analysis report going to JRRC in May. Study found an exception to the Landfill Criteria base liner and leachate collection system requirement is justified under certain conditions. Next step is to request a liner exception as part of an Operational Certificate amendment application. Staff are requesting direction to advance on the application once the Lower Kootenay Band lands purchase is completed.
Ootischenia landfill lands acquisition	2018-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2024-12-31	Archaeological overview assessment and PRF field study now complete. Staff will initiate the First Nations engagement process on the lands expansion and future landfill development in Q2, to support a lands expansion application later in 2024.
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 are continuing to investigate opportunities for organics diversion in areas without access to the existing organics diversion facilities. Staff intended to bring an options assessment to Committee for discussion in Q2/Q3.
ICI Sector Organics Diversion	2024-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2024-12-31	ICI participations in organics diversion still lagging. Staff are investigating piloting opportunities with ICI sector organizations. Engagement (surveys, letters, chamber presentations, phone calls) with ICI sector and haulers will continue in 2024 to encourage diversion.
Regional finished compost sales and distribution planning	2022-10-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	20% to 40% complete	2024-10-31	No change in Q1. Screening of finished compost for distribution expected summer/fall 2024. Following which staff will complete an assessment of costs and return to committee for get direction on compost sales/distribution.
Nelson Landfill Closure	2017-02-16	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	1% to 20% complete	2025-12-31	Detailed Site Investigation report review underway. Expect further assessment of surrounding lands in 2024 before advancing to risk ass/remediation planning. Staff to bring a report to Committee in Q3 with details of closure planning, and the expiry of the consulting contract for this work at the end of Q4.
Legacy Landfill Closure Plan Assessments	2020-03-01	Mgr. Resource Recovery	Waste Management	Entire RDCK	1% to 20% complete	2024-12-31	FOI requests submitted in Q4. Staff will submit Site Disclosure Statements to the Ministry for all legacy sites in Q2, which will result in Ministry direction being provided for closure. RFP for Preliminary Site Assessments to occur in 2024.

ENVIRONMENTAL SERVICES							
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			and Alternatives				
HB Tailings Facility Active Closure	2022-09-14	Mgr. Resource Recovery	Not aligned with a Strategic Priority	Central RR Subregion	20% to 40% complete	2025-12-31	Created new item to move from HB Remediation and Closure project to Active-Closure. This phase will proceed until geochemical, geotechnical, and environmental stability is achieved, estimated to be in 2025. Dam Safety Review initiated with draft report completion in Q4. Active-Closure monitoring, assessments and piezometer installation planning underway for 2024. Investigating permit amendments to support removal of the permitted area from portions of the landfill and extend some monitoring and reporting milestones.
Creston Septage Facility	2018-06-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2025-11-01	Detailed design underway with construction to occur in 2025. Staff assessing service administration and operational frameworks. Staff negotiating MOU terms with Town of Creston and preparing a report for ERRC update. Will initiate borrowing process in Q2 for spring 2025 draw.
Ootischenia Landfill Design and Operation plan update	2017-04-13	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion, West RR Subregion	1% to 20% complete	2024-12-31	PRF field review (Arch Assessment) was completed in April with First Nation representative (PIB) in attendance. Report to follow and guide next steps. DOCP RFP under development to be issued in Q2.
Balfour Wood Chip Pile Relocation	2020-05-01	Mgr. Resource Recovery	Waste Management and Alternatives	Central RR Subregion	60%- 80% complete	2024-06-30	100% of chipped yard and garden now moved to Central. Continuing to transport wood waste chips as drivers/equipment is available and storage areas at Central are available.
Creston Landfill Phase 1C/D, Berm	2017-10-18	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-10-31	ON HOLD
Asbestos Waste management area at Creston Landfill	2019-12-01	Mgr. Resource Recovery	Waste Management and Alternatives	East RR Subregion	1% to 20% complete	2024-09-30	Project on hold pending obtaining License of Occupation for the "wedge" parcel. Intent is to improve site safety and meet best practices for handling/disposal, while reducing future liabilities.

ENVIRONMENTAL SERVICES							
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Drone survey equipment & landfill software	2022-01-01	Mgr. Resource Recovery	Waste Management and Alternatives	Entire RDCK	100% complete	2024-05-31	Staff training completed and drone in use across RR services.
RDCK Asset Management	2018-01-31	Sr. Project Mgr.	Part of RDCK Core Services	Entire RDCK	40% to 60% complete	2023-06-30	FCM MAMP grant funds (\$38,500) received. Community Works grant funds (\$16,500) received. Initiated the GIS database development process with GIS staff. Received comprehensive excel data and photos of previous inspections from Consultant to input into GIS system when available. Facility Condition Assessments are completed. Extension to June 2023 approved. RFP for consultant guidance and software recommendations out on BCBid.

COMMUNITY SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Creston Library Contract	2018-11-06	GM Community Services	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	40% to 60% complete	2024-05-18	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.
Campbell Fields Recreation Development Feasibility Study	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	2024-09-25	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. Reviewing Report with School District is the Next Step. Expect a meeting of the partners May/June 2023. https://www.rdck.ca/EN/main/services/rdck-recreation-master-plans/campbell-field.html

COMMUNITY SERVICES							
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Proposed Goat Riverside Park	2019-05-16	GM Community Services	Recreation , Parks and Trails	Area A,Area B,Area C,Town of Creston	1% to 20% complete	2024-12-31	Staff are investigating potential sites for a park.
Fees & Charges Bylaw	2020-06-20	GM Community Services	Recreation , Parks and Trails	All Electoral Areas	60%- 80% complete	2024-06-26	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. Work is ongoing on rental fees application.
Castlegar and District Community Complex Arena Roof Repair	2024-03-15	Regional Manager-Operations and Asset Management	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2024-09-29	This is repair of the arena roof - an impermeable membrane will be place over the existing metal roof.
Creston and District Community Complex Solar Array Installation	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	2024-04-30	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.
External Support Worker	2022-09-15	Regional Manager-Recreation and Client Services	Recreation , Parks and Trails	Entire RDCK	100% complete	2024-04-18	This initiative now forms part of the new Community Services Access & Inclusion policy.
Community Services Membership	2023-11-15	Regional Manager-Recreation	Recreation , Parks and Trails	Entire RDCK	Not Started	2024-09-30	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.

COMMUNITY SERVICES							
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Services Restructuring		and Client Services					
Regional Parks & Trails Master Plan/Strategy	2017-05-17	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Entire RDCK	40% to 60% complete	2024-11-30	<p>Working Group meeting on October 10, 2019. Board appointed Directors Popoff, Anderson and Jackman to the working group assisting staff with the review of the Parks & Trails Masterplan RFP at the June 20, 2019 meeting.</p> <p>Staff working on Regional Parks & Trails Inventory is complete to a standard that allows us to proceed to RFP development. Anticipate a RFP award in September 2019.</p> <p>Working group met Feb 27 2020 to discuss RFP information RFP working group has met several times for final RFP assessment. RC Strategies + have been awarded the contract Consultation period</p>
Community Services Access & Inclusion Policy Development	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. Implementation of the policy will commence over the next several months.
Community Services - Pioneer Arena Closure	2023-10-28	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	20% to 40% complete	2024-06-30	The City of Castlegar has received funding for the housing portion of the project planned for the location the Pioneer sits on. A final decision on what this means for the operation of the Pioneer in the 2024/2025 ice season is pending.
Public Engagement Project - Nelson Recreation Campus Project	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. A Terms or Reference is already in place supporting this project between the RDCK and the City of Nelson. The study will help with long term planning of infrastructure that is at the end of its life expectancy. First Working Group meeting will occur in late May 2024.

COMMUNITY SERVICES							
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Public Engagement Project - Reimaging Recreation in Castlegar & District	2023-06-24	Regional Manager- Recreation and Client Services	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	1% to 20% complete	2024-06-30	Phase 1 of this project is underway. The first round of community engagement meetings will be completed in mid May. This phase will be followed by a community survey. Project completion has been moved from June to July.
Lardeau Regional Park Construction - as per Management Plan	2021-04-15	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	60%- 80% complete	2024-10-22	Maintenance contract worker found. Working on waterfront cleanup and restoration as per the Management Plan and approved financial plan Amenity installations and small waterfront restoration budgeted for in 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
Waterloo Eddy Regional Park Construction	2018-03-01	Mgr. Parks	Recreation , Parks and Trails	Area I,Area J,City of Castlegar	80%- 99% complete	2024-11-30	Final work on Boat and Trailer Parking area Further amenities spring/summer 2023 Working with Teck on motor vehicle closures Contractor and Staff closing off all access points for with boulders and fencing to be completed October 28th 2024 amenities and restoration design - 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.
Glade Legacy Project	2017-07-01	Mgr. Parks	Recreation , Parks and Trails	Area I	20% to 40% complete	2024-10-31	Staff has reviewed draft options and sent back to consultant, still need to meet with consultant Staff working with consultant for final draft. Final draft will be provided to Commission and then for public consultation Draft design provided to Commission looking at community meeting in February Staff had community meeting in Glade, receiving community input through jotform survey.
Taghum Beach Parking lot improvements	2021-03-31	Mgr. Parks	Recreation , Parks and Trails	Area E,Area F,Area G,Village of Salmo,City of Nelson	1% to 20% complete	2024-12-31	Staff will continue working with engineer during spring 2023 with project design for fall 2023. Continue as planned Meeting with Engineer August/September. Some further design options being looked at with engineer

COMMUNITY SERVICES							
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							Looking into PFR (archeological permitting) Some funding for project being provided by Area E and F community works funding grants Draft concept designs received by RDCK Staff
Glacier Creek Park and Commisison Bylaw No.1306 amendment	2021-12-09	Mgr. Parks	Recreation , Parks and Trails	Area D,Village of Kaslo	Not Started	2024-08-31	726/21 That staff amend the Glacier Creek Park Commission Bylaw No. 1306, 1998 to reduce the membership from nine members to five members with the resulting quorum. Currently there is no Commission. on hold-continued
Regional Parks & Water Access Strategy Development	2023-08-17	Mgr. Parks	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. The project includes research & data collection, inventory and categorization strategies for parks, recommendations for future parks planning, and a review of operations & maintenance practices including resource needs. Consultant and staff working with working group committee

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Whitewater Fire Protection Fire Response Service Case Analysis	2023-10-19	Regional Fire Chief	Part of RDCK Core Services	Area E,Area G	Not Started	2024-06-30	Assigned at the October 2023 Open Board Meeting This item in the work plan for New Regional Fire Chief David Zayonce Currently under review by Regional Chief Zayonce
Area H Hills and Summit Lake	2021-09-23	Regional Fire Chief	Part of RDCK Core Services	Area H	Not Started	2024-06-30	Develop a service case for establishing an RDCK volunteer fire department to service the Hills area. Q1 2023- no progress to report on this initiative due to competing project priorities.

FIRE SERVICES							
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Service Case Analysis							Staff are aiming for a June 2024 completion This item is in the work plan for new Regional Fire Chief David Zayonce This item will be re-examined in 2024 with a determination of a direction being resolved prior to the end of 2024.
Crawford Bay Fire Service feasibility study	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. New Regional Fire Chief David Zayonce has been briefed on this item. This item will be re-examined to viability in 2024. Anticipate a firm direction to be determined after the re-examination.
Creston area Sub-Regional Fire Service	2012-01-01	Regional Fire Chief	Part of RDCK Core Services	Area A,Area B,Area C,Town of Creston	80%- 99% complete	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.
Service S128 Riondel Fire Protection	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 spilt into new service areas. Next Step- staff will target Q2 2023 to provide report to Board summarizing the situation and seeking direction to prepare new service establishment bylaw(s) Staff are aiming for a August 2024 completion of this service establishment. This item is in the work plan for new Regional Fire Chief David Zayonce
BC Structure Firefighter Minimum Training Standards	2016-10-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	80%- 99% complete	2024-12-31	New BC Structure Firefighter Minimum Training Standard distributed by the Office of the Fire Commissioner in September/October 2023. Replaces the previous BC Structure Firefighter Playbook. Staff currently analyzing and assessing updates and changes, developing a comprehensive training plan to meet objectives. Local Authorities are required to have the new standard incorporated in their fire training

FIRE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
							program for March of 2024, with all training being offered by end of 2024. This item is in the work plan for new Regional Fire Chief David Zayonce
Changes to allow RDCK firefighters to deliver higher levels of care as pre hospital care providers	2018-09-01	Regional Fire Chief	Part of RDCK Core Services	Entire RDCK	60%- 80% complete	2024-05-31	BCEMA Licensing has announced new scope of practice options for First Responders Jan 26 2023 Staff still awaiting the new training and evaluation curriculum from EMA licensing to allow Responders to work to a higher scope of practice. 2023 Q2 Update - No change. Awaiting offering updates from training providers. 2023 Q3 Training provider is offering training to our instructors to deliver the curriculum. Anticipated delivery of spring 2024 to firefighters. This item is in the work plan for new Regional Fire Chief David Zayonce
Area D First Responder Service	2020-02-20	Regional Fire Chief	Part of RDCK Core Services	Area D	40% to 60% complete	2024-06-30	Q1 update - The process is moving ahead with a referendum on service establishment in the spring. This item is in the work plan for new Regional Fire Chief David Zayonce. Proceeding with participation in the Lardeau Valley Emergency Fair to engage members of the public about the First Responder Service fore Area D. Anticipate completion the end of June 2024 with operational implementation January 2025.

CORPORATE SERVICES							
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Support on Cannabis	2021-06-17	CAO	Food security and Agriculture	All Electoral Areas	40% to 60% complete	2023-10-31	CAO is reviewing the needs that came out the Cannabis Regulatory Needs and will be recommending meetings with various ministries to move this along. CAO has been appointed to a UBCM working group that is discussing future opportunity for producers and public engagement in 2022, particularly on farm gate sales. The risk is alignment between the province and local government, to allow LG time to implement any bylaw changes required. Current discussions are around "what we heard" document re: consumption spaces. Recent meeting with Health Canada was delayed. Awaiting new dates.

CORPORATE SERVICES							
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Information Request and Complaint Handling Policy	2024-03-19	Mgr. Corporate Admin	Wildfire Management	Entire RDCK	Not Started	2024-08-15	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 Q2 2024.
RDCK Accessibility Plan	2023-06-14	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2025-06-30	In 2023, to achieve compliance with the recently enacted Accessible British Columbia Act, the Board adopted a bylaw forming the Accessibility Committee tasked with guiding the completion of the RDCK accessibility plan. Q1 2024 update - the Committee had their inaugural meeting in Q1, and the board subsequently directed that staff apply to two grant programs to fund the hiring of consultants to assist with the plan.
Initiate Video Recording and Posting of Board Meetings	2024-01-15	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	100% complete	2024-04-20	In January 2024 the Board tasked staff with evaluating and implementing the recording and posting of Board meetings. The Recording Meetings policy was adopted in March 2024 and implemented in April.
Kitchener Fire Service Case Analysis	2024-02-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area B	100% complete	2024-04-18	In April 2024 the Board directed staff to prepare a petition for a new RDCK fire service to be distributed to residents. Next steps will be determined by the number of signed petition forms that are received from residents
Ymir Cemetery Ownership Investigation	2023-09-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area G	Not Started	2024-12-31	The Board has directed staff to research and report back on the feasibility of the RDCK assuming ownership and operational responsibility for the Ymir Cemetery. Q1 2024 update - staff have connected the society currently providing stewardship over the site with legal assistance to evaluate their options.
Kaslo and Area D Economic Development Commission bylaw update	2023-08-17	Mgr. Corporate Admin	Coordinated Service Delivery	Area D, Village of Kaslo	Not Started	2024-06-30	The update to the current bylaw will involve reviewing Commission procedures and membership and updating to the current RDCK commission bylaw template. Q1 2024 update - no progress made on this initiative

CORPORATE SERVICES							
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FCM Board and Committee Appointments Policy	2023-07-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	2024-11-30	This policy will establish criteria for the Board to apply when considering appointments to and/ or support for candidacy for positions within the Federation of Canadian Municipalities Board or Committees. This is considered a lower priority item. Q1 2024 update - no progress made on this item.
Transit Service Funding Review	2019-07-18	Mgr. Corporate Admin	Part of RDCK Core Services	Central RR Subregion, West RR Subregion	60%- 80% complete	2024-11-30	The remaining component of this project is to finalize the funding model for the Kootenay Lake West transit service, which was delayed pending the establishment of the new transit committee. Q1 2024 update - consultant work is now underway and Directors will be contacted for interviews with the project team in Q2 2024.
Area H and I Dog Control Service Case Analysis	2020-03-19	Mgr. Corporate Admin	Coordinated Service Delivery	Area H, Area I, Village of Slocan, Village of Silverton, Village of New Denver	40% to 60% complete	2024-12-31	Service case analysis will be prepared based on estimated contract service costs. This initiative will be considered in relation to other dog control service requests (Creston and area, Area K) and be included within the overall bylaw enforcement services review directed by the Board in Q3 2023. Also included in this review will be proposals to update dog control regulatory bylaws. Q1 2024 update- an overview report of all dog control services offered by the RDCK will be received by the Board in Q2 2024.
Fireworks bylaw feasibility report	2020-11-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area E	Not Started	2024-12-31	Board has directed that staff prepare a report outlining the feasibility of developing and implementing a fireworks bylaw. Q1 2024 update- this project is considered to be a low priority and has not advanced due to competing project priorities and has no assigned completion date
Policy to Address Harassment of Staff Attending Private Properties	2022-05-19	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-11-30	This policy will follow from the Staff Safety and Harassment Policy adopted in September 2023 that covers RDCK workplaces. This new policy will be similar, but will cover RDCK employees attending private properties in the course of their duties, such as building inspectors and bylaw officers. Q1 2024 update- A draft policy will be received by the Board in Q4 2024.
Public Notice Bylaw	2022-05-15	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-09-19	Changes to the Local Government Act in 2021 give the RDCK more options for publishing official notices. Subsequent to the board consideration of this matter in Q3 2022, staff are in the early stages of this project. Project timing has been impacted by competing project priorities and the revised timeline is now Q3 2024. For the board receiving the first draft.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Referendum Support Policy	2018-06-21	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	Not Started	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. Q1 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.
Delegation of Authority Bylaw	2018-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-12-31	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. A draft bylaw is targeted to be received for Board consideration in Q3 2024.
Creston and Areas A,B, and C Jaws of Life Service Establishment Bylaw amendment	2023-05-08	Mgr. Corporate Admin	Coordinated Service Delivery	Area A,Area B,Area C,Town of Creston	20% to 40% complete	2024-12-31	The bylaw amendment will reduce the current jaws of life service scope to road rescue only. Q1 2024 update- this bylaw amendment will come forward after the Area A First Responder service establishment bylaw elector approval process is completed later in 2024.
Area A First Responder Service Establishment Bylaw	2023-05-18	Mgr. Corporate Admin	Coordinated Service Delivery	Area A	40% to 60% complete	2024-09-19	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. Q1 2024 update- the service case analysis report will be received for Board consideration in May 2024.
RDCK Website Improvements- Phase Two	2020-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	60%- 80% 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. Q1 2024 update - following cancellation of the web development contract with Atomic Crayon in Q4.2023, a Request for Proposal for was issued in Q1. Currently in late stages of proposal evaluation and contract will be awarded in May 2024 Website launch in Q4 2024.
WKBHRD Policy Manual	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. Q1 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.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Special Event Permit Regulatory Bylaw	2017-10-01	Mgr. Corporate Admin	Part of RDCK Core Services	Area H	80%- 99% complete	2024-10-31	Q1 2024 update - Due to issues with events held in Q3 2022, the Board directed staff to review options to make the bylaw more effective. This review is complete and staff have identified the Noise Bylaw as the preferred tool for large event enforcement. The timing for the Board consideration of regulatory bylaw changes is subject to prioritization by the bylaw enforcement team. Enforcement proceedings against events held during Q3 2023 are ongoing.
Arrow Creek Water Commission Bylaw	2022-09-16	Mgr. Corporate Admin	Coordinated Service Delivery	Area B,Area C,Town of Creston	40% to 60% complete	2024-09-30	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. Q1 2024 update- the bylaw has been referred by the Board back to the Commission to discuss changes to the draft bylaw to address the Town's concerns regarding delegated authority. This initiative is paused pending Commission consideration.
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 Q1 2024 due to competing project priorities. No expected completion date.
Director's Code of Conduct Review	2022-12-15	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Entire RDCK	1% to 20% complete	2024-04-18	The Board has directed staff to initiate a review of Policy 100-01-17 Director's Code of Conduct in accordance with the new Community Charter requirements. Q1 2024 update - no progress on this initiative and project has not yet commenced. A draft Code base on the UBCM working group model will be received at the June Board meeting
Financial Grant-In-Aid Services Policy	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 bylaw. No progress made in Q1 2024. Draft bylaw is expected in Q4 2024.
Area E Fire service contract with City of Nelson and	2023-01-01	Mgr. Corporate Admin	Coordinated Service Delivery	Area E	40% to 60% complete	2024-06-30	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. Q1 update,

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
accompanying regulatory bylaw							progress was delayed in Q1 due to the budget process, but the new agreement is expected to be ready for Board approval in Q2 2024, with the regulatory bylaw to follow shortly after.
Update to 2018 Area I 'Using Community Halls for Child Care' study	2023-12-14	Mgr. Corporate Admin	Not aligned with a Strategic Priority	Area I	Not Started	2024-12-01	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. Q1 update - no progress made due to competing project priorities.
Update Advisory Planning and Heritage Commission Bylaw	2023-01-15	Mgr. Corporate Admin	Part of RDCK Core Services	All Electoral Areas	1% to 20% complete	2024-06-20	Comprehensive bylaw update to improve governance of APHC's. Q1 update - the project is in the initial stages of discussion between the planning and administration groups. Staff anticipate a draft of the bylaw will be brought forward for Board consideration in Q2 2024
Update Emergency Program Executive Committee bylaw	2023-12-14	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	Not Started	2024-05-16	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 in Q2 2024.
RDCK Procedures Bylaw update	2023-01-01	Mgr. Corporate Admin	Part of RDCK Core Services	Entire RDCK	20% to 40% complete	2024-06-20	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 as introducing a consent agenda, possible improvements to Board transparency, and the role and composition of the Executive Committee. A report outlining the proposed items to include in the bylaw review will be received by the Board no later than June 2024.
West Creston Fire Service Assent Voting	2023-04-14	Mgr. Corporate Admin	Part of RDCK Core Services	Area C	40% to 60% 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. Q1 update- Bylaws received 3 readings at the March Board meeting. Assent voting will occur in early July. Fire services to lead the communications regarding the assent vote.
Communications strategy update	2023-09-01	Mgr. Corporate Admin	Coordinated Service Delivery	Entire RDCK	1% to 20% complete	2024-06-20	Staff have commenced an update to the Communications strategy approved in 2018. Q1 update- a draft strategy was received for information by the Board in April. Director feedback has been requested. Strategy will be finalized in Q2.

CORPORATE SERVICES							
Project/Initiative Name	Date Assigned	Responsible Manager	Board Strategic Priority	Applicable Areas of RDCK	Project Completion Status	Anticipated Completion Date	Board Notes
Winlaw Community Hall feasibility study	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. Q1 update- no progress made this quarter due to competing project priorities.
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 MARCH 31, 2024

ACTIVE PROJECTS BEING MANAGED: 37 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$13, 821, 209					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Salmo Pool Upgrade	AJ Evenson	1-Apr-2022	15-May-24	95%	In Progress	Buildings	Construction	Community Services	Work complete. Commissioning and new electrical service to occur in April/May. New circulation pump ready for install.
CDCC Roof Repairs	AJ Evenson	1-Sep-2023	30-Jun-24	10%	In Progress	Buildings	Construction	Community Services	
CDCC East Stairwell	Jeannine Bradley	1-Jan-2022	31-Dec-24	25%	In Progress	Buildings	Construction	Community Services	Create report to Commission advising on status
CDRD Arena Repairs	Jeannine Bradley	1-Jan-2024	30-Nov-24	5%	In Progress	Buildings	Initiation	Community Services	Sole source to Evoke to expedite design
NDCC Boiler Replacement		1-Sep-2023	30-Jun-24	0%	Not Started	Buildings	Initiation	Community Services	
CDCC and NDCC Refrigeration Engineering		1-Jan-2024	31-Dec-24	0%	Not Started	Buildings	Initiation	Community Services	Initiate in Summer/Fall
Asset Management	AJ Evenson	1-Jul-2020	31-Dec-24	50%	In Progress	Other	Detailed Design	Corporate Admin	Stakeholder mtgs to be undertaken in June.
East Shore Connectivity Project	AJ Evenson	1-Jan-2021	31-Dec-24	30%	In Progress	Utilities	Construction	Corporate Admin	Fibre ordered as of mid November. Working on environmental assessments and picking landing sites. Construction to start in mid June.
Woodbury Water System Upgrades	AJ Evenson	1-Jan-2021	31-May-24	100%	Completed	Utilities	Construction	Environmental Services	Processing final invoicing
NAK ROS SLO TS Upgrades	AJ Evenson	15-Feb-2023	30-Nov-24	25%	In Progress	Resource Recovery	Detailed Design	Environmental Services	Contract in progress with successful low bidder.

CAPITAL PROJECTS TO MARCH 31, 2024

ACTIVE PROJECTS BEING MANAGED: 37 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$13, 821, 209					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Balfour TS Paving	AJ Evenson	30-Apr-2023	30-Jun-24	25%	In Progress	Resource Recovery	Construction	Environmental Services	Paving rescheduled to spring 2024 due to SPL schedule issues.
Nakusp Landfill Closure Design	AJ Evenson	15-Sep-2023	30-Jun-24	0%	Not Started	Resource Recovery	Initiation	Environmental Services	Will initiate RFP scope once Nakusp TS design is underway.
Lister Water Main Replacement	AJ Evenson	15-Mar-2023	30-Jun-24	25%	In Progress	Utilities	Detailed Design	Environmental Services	Tender closed, preparing report to Board to award.
Riondel Valve and Meter Station Design	AJ Evenson	1-May-2023	31-May-24	5%	In Progress	Utilities	Procurement	Environmental Services	Ready to issue RFQ for fall construction
West Robson Water Main Replacement	AJ Evenson	1-May-2023	30-Jun-24	10%	On Hold	Utilities	Procurement	Environmental Services	Several alignment options and costs are currently being evaluated.
Erickson Water Main Replacement	AJ Evenson	15-Mar-2023	30-Jun-24	10%	On Hold	Utilities	Detailed Design	Environmental Services	Design in progress by WSP Engineering. Survey complete. Working on required statutory right of way agreements with property owners.
Erickson Water Meter Installation	AJ Evenson	1-May-2023	31-Dec-24	10%	In Progress	Utilities	Procurement	Environmental Services	Awarded contracts for meter pits and meters.
Riondel WTP Generator	AJ Evenson	1-Jan-2024	31-Dec-24	25%	In Progress	Utilities	Construction	Environmental Services	Setting up contracts for installation
Edgewood WTP Generator	AJ Evenson	1-Jan-2024	31-Dec-24	25%	In Progress	Utilities	Construction	Environmental Services	Setting up contracts for installation
Lister WTP Generator	AJ Evenson	1-Jan-2024	31-Dec-24	25%	In Progress	Utilities	Construction	Environmental Services	Setting up contracts for installation
HB Civil Works	AJ Evenson	1-Feb-2024	30-Nov-24	10%	In Progress	Civil	Construction	Environmental Services	Contract sent out for signature. Work to start in May.

CAPITAL PROJECTS TO MARCH 31, 2024

ACTIVE PROJECTS BEING MANAGED: 37 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$13, 821, 209					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Grohman Narrows Recycling Depot and Fleet Building	Jeannine Bradley	15-Jul-2023	31-Oct-24	5%	In Progress	Resource Recovery	Concept Design	Environmental Services	Feasibility Study complete. Evaluating design options.
Arrow Creek Filtration Study	Jeannine Bradley	17-Jul-2023	30-Sep-24	10%	In Progress	Utilities	Initiation	Environmental Services	Interim report in progress.
Creston Septage Receiving Station Design		30-Apr-2023	30-Nov-24	0%	Not Started	Resource Recovery	Initiation	Environmental Services	Waiting on scope and schedule timing from Town of Creston
Burton Watermain Design		1-Sep-2024	30-Jun-25	0%	On Hold	Civil	Initiation	Environmental Services	Initiate in Fall 2024
Riondel Storm Drainage Replacement		1-Sep-2024	30-Jun-25	0%	On Hold	Civil	Initiation	Environmental Services	Initiate in Fall 2024
West Creston Fire Hall	AJ Evenson	15-Oct-2021	30-Nov-24	10%	On Hold	Buildings	Detailed Design	Fire Services	Working with Administration to prepare project to go to referendum for construction in 2024.
Beasley Fire Hall Upgrades	AJ Evenson	1-Nov-2022	30-Jun-24	80%	In Progress	Buildings	Construction	Fire Services	OH Doors complete. Generator install complete. Well - interior system component installation ongoing Int Health approval process ongoing, Wild West undertaking interior work in march. . Heat pump installation underway. HWT replacement complete. Paving in early spring.
Tarry's Fire Hall Upgrades	AJ Evenson	1-Nov-2022	30-Jun-24	40%	On Hold	Buildings	Construction	Fire Services	Insulation and siding: Architect required. Heat pump / Lighting upgrades / HWT complete. Water system upgrade complete. Service door work to be done in 2024.
Ootischenia Fire Hall Expansion	Jeannine Bradley	1-Oct-2022	31-Aug-24	30%	In Progress	Buildings	Construction	Fire Services	Construction underway and progressing. June 1 substantial completion target.

CAPITAL PROJECTS TO MARCH 31, 2024

ACTIVE PROJECTS BEING MANAGED: 37 (1 Completed YTD)				TOTAL BUDGET BEING MANAGED: \$13, 821, 209					
Project Name	PM	Start Date	End Date	% Complete	Status	Project Type	Project Phase	Department	Status – Next Steps
Fire Hall Exhaust Extraction System	Jeannine Bradley	1-Apr-2022	30-Jun-24	90%	In Progress	Buildings	Construction	Fire Services	15 out of 17 halls are complete. Structural reinforcing required at 4 halls (design in progress). Structural designs ready for rfp. Upgrades to be completed in Fall/Winter. Upgrades in spring and completion end of July.
North Shore Fire Hall Upgrades	Jeannine Bradley	1-May-2022	30-Jun-24	70%	In Progress	Buildings	Construction	Fire Services	HWT completed. Lighting upgrade by Bowick in early 2024. RFQ's closed for heat pumps and generator at hall.
Slocan Fire Hall Upgrades	Jeannine Bradley	1-Nov-2022	30-Jun-24	35%	On Hold	Buildings	Construction	Fire Services	Hot water tank replacement completed. Lighting upgrade by March/Apr 2024.
Blewett Fire Hall Upgrades		1-Nov-2022	30-Jun-24	90%	On Hold	Buildings	Construction	Fire Services	OH doors / HWT complete. Water system upgrade complete. Lighting complete. Service door replacement to be completed in 2024.
Crescent Valley Fire Hall Upgrades		1-Nov-2022	30-Jun-24	85%	On Hold	Buildings	Construction	Fire Services	Heat pump repairs / OH doors completed. Fence install completed. Service door replacement in 2024.
Pass Creek Fire Hall Upgrades		1-Nov-2022	30-Jun-24	85%	On Hold	Buildings	Construction	Fire Services	Heat pump complete. Generator complete; investigating service and maint contract. Water upgrades and creek intake culvert in 2024. Paving complete. HWT replacement complete. 1 service door replacement in March 2024.
Winlaw Fire Hall Upgrades		1-Nov-2022	30-Jun-24	25%	On Hold	Buildings	Construction	Fire Services	OH doors complete. Scoping of Filtration upgrades in progress. Service door replacement: analyzing quote and reviewing available funding by March 2024. Light pole installation and sidewalk repair in 2024 pending BCAS.

PROJECTS COMPLETED IN Q4 2023 REMOVED FROM QUARTERLY REPORT

Project/Initiative Name	Responsible Manager
Assent Votes for Tarrys, Slocan Valley , and North Shore Fire Apparatus	Mgr. Corporate Admin
Burton, Fauquier and Edgewood Water Maintenance Contract Renewal	Mgr. Utilities
Abandonment of Pipe in Place & Discharge of Easements Policy	Mgr. Utilities
Water Quality Risk Management Plan	Mgr. Utilities
South Slocan Old School House Demolition	GM Community Services
Arena Floor Replacement Project-Castlegar and District Complex	Regional Manager-Operations and Asset Management
Organics program development	Mgr. Resource Recovery
Rural curbside service investigation and consultation	Mgr. Resource Recovery
Response to theft/vandalism at RR Facilities	Mgr. Resource Recovery
Drone survey equipment & landfill software	Mgr. Resource Recovery

PROJECTS COMPLETED IN Q1 2024

Project/Initiative Name	Responsible Manager
Kootenay Boundary Farm Advisory	GM Development and Community Sustainability
Initiate Video Recording and Posting of Board Meetings	Mgr. Corporate Admin
Kitchener Fire Service Case Analysis	Mgr. Corporate Admin
Waste composition study	Mgr. Resource Recovery
RR Facility washroom installation project	Mgr. Resource Recovery
RDCK Climate Actions - Community Engagement	Mgr. Community Sustainability
External Support Worker	Regional Manager-Recreation and Client Services