Regular Meeting of the Board of Directors

Thursday, June 26, 2014 - 3:00 pm

The Regional District of Kootenay Boundary Board Room, Trail, B.C

F I N A L A G E N D A

1. **Call to Order**

2. **Consideration of the Agenda (Additions/Deletions)**

   a) Items to be moved forward on the agenda if needed.

3. **Minutes**

   a) The minutes of the regular board meeting held May 28, 2014 are presented.

   Corporate Vote - Unweighted

   Recommendation: That the minutes of the regular board meeting held May 28, 2014 be adopted as presented.
   Minutes - Regular Meeting of the Board of Directors - 28 May 2014 - Pdf

4. **Delegation(s)**

   a) **Chair Rob Gay, Regional District of East Kootenay**
   re: Update on Progress of Regional Broadband Committee and Broadband Strategic Plan

   Delegation Request - R. Gay - Board - June 26, 2014.pdf

5. Unfinished Business

a) The Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending May 31, 2014 is presented.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending May 31, 2014 be received as presented.
Memorandum of Board Resolutions-Ending June 2014.pdf

b) **Signing Authorities**

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors removes the Manager of Corporate Administration as a signatory and adds the Deputy Chief Administrative Officer/General Manager of Operations as a signatory. **FURTHER** that a Director at Large be appointed as a signatory replacing former Director Kathy Wallace.

6. Communications

7. Communications (Information Only)

a) **Corporate Vote - Unweighted**

Recommendation: That Items 7 a) - 7 d) be received.

a) Minutes - APC - Christina Lake (Electoral Area 'C') - June 3/14
Minutes -APC - Christina Lake Area 'C' - Board - June 26, 2014.pdf

b) Minutes - APC - Electoral Area 'D' Rural Grand Forks - June 3/14
Minutes -APC - Area D Rural Grand Forks - Board - June 26, 2014.pdf

c) Office of the Prime Minister Executive Correspondence Officer - June 5/14
re: Invasive Mussels
Letter June 5, 2014 - Prime Minister Executive Correspondence Officer - Board - June 26, 2014.pdf

d) Village of Midway - May 22/14
re: Thank You to East End Services Committee
Letter May 22, 2014 - Village of Midway - Board - June 26, 2014.pdf

8. Reports

a) **Corporate Vote - Unweighted**

That the following minutes be received:

Christina Lake (Area 'C') Parks and Recreation Commission, June 11, 2014; East End Sewerage Committee, June 3, 2014; Beaver Valley Recreation, Parks and Trails Committee, June 10, 2014; Finance Committee, May 28, 2014; Electoral Area Services Committee, June 12, 2014; Solid Waste Management Plan Steering and Monitoring Committee, May 28, 2014; Public Hearing Minutes, Bylaw No. 1551 Electoral Area 'D' Zoning Bylaw Amendment; **East End Services Committee, June 17, 2014**.
Minutes - Christina Lake Recreation Commission - June 11, 2014.pdf
Minutes - East End Sewerage Committee - 03 Jun 2014 - Pdf
Minutes - Beaver Valley Recreation - June 10, 2014.pdf
Minutes - Finance Committee - 28 May 2014 - Pdf
Minutes - Electoral Area Services - 12 Jun 2014 - Pdf
Minutes - SWMP Steering and Monitoring Committee - 28 May 2014 - Pdf
Public Hearing Minutes - Bylaw No. 1551 Amending Area 'D' Zoning Bylaw - Board - June 26, 2014.pdf
Minutes - East End Services Committee - 17 Jun 2014 - Pdf

b) **Christina Lake (Area 'C') Parks & Recreation Commission**

Director to Introduce Resolution - Chair McGregor

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the allocation of a sum not to exceed $6,000 to cover legal fees for finalizing the Christina Sands Property project. **FURTHER** that these funds be expensed from the Christina Lake (Area 'C') Parks and Recreation Service.

c) **Beaver Valley Recreation, Parks and Trails Committee**

Chair of the Committee - Director Grieve

Stakeholder Vote - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the request from Columbia Power for the ongoing maintenance of a basic interpretive site for the Waneta Expansion Project, at a minimal cost, at the designed location immediately south of the Waneta Bridge. **FURTHER** that the ongoing maintenance of the Waneta Expansion Project interpretive site be included in the Beaver Valley Regional Parks and Regional Trails Service. **FURTHER** that subject to Board approval that Staff forward written confirmation to Columbia Power of the RDKB's agreement to provide ongoing maintenance of the Waneta Expansion Project interpretive site.

d) **Interim Schedule of Accounts**

Chair of the Finance Committee - Director Rotvold

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves payment of the Interim Schedule of Accounts as follows:

Cheque Nos. 42654 - 43257	$ 1,301,800.22
Payroll	$ 356,708.72
TOTAL	**$ 1,658,508.94**

Interim Schedule of Accounts - May 1-May 31, 2014 - Board - June 26, 2014.pdf

e) **Electoral Area Services Committee**

Chair of the Committee - Director Worley

Electoral Area Directors Only - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Tyler Lindberg for the property legally described as Lot 8, DL 317, SDYD, Plan KAP50, to allow a front parcel line variance of 2.41 metres, from 4.5 metres to 2.09 metres.

f) **Board Appointments Update**

S.I.D.I.T. - Chair McGregor

S.I.B.A.C. - Chair McGregor

Okanagan Film Commission - Director Baird

Kootenay Booth - Director Rotvold

Boundary Weed/Stakeholders Committee - Director Baird

C.B.T. Governance Committee - Director Crockett

L.C.I.C. - Director Cecchini

Columbia River Treaty - Directors Worley and Rotvold

Chair's Update

9. Bylaws

a) **T. Lenardon - June 18/14**
re: Amendments to RDKB Elections and
Other Voting Conduct Bylaw
A Staff Report from Theresa Lenardon, Executive Assistant regarding proposed amendments to the Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Theresa Lenardon, Executive Assistant regarding proposed amendments to the Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw be received.

Corporate Vote - Unweighted

Recommendation: That Regional District of Kootenay Boundary Bylaw No. 1556, 2014 be read a first, second and third time.

Corporate Vote - Unweighted

Recommendation: That Regional District of Kootenay Boundary Bylaw No. 1556, 2014 be now reconsidered and finally adopted.

Staff Report - Elections Bylaw Mail Ballot Voting - Board - June 26, 2014 - Pdf

b) **Third Reading**
(Area 'D' Zoning Amendment)

Electoral Area Directors - Unweighted

Recommendation: That Regional District of Kootenay Boundary Bylaw No. 1551 be given third reading.

Bylaw No. 1551 - RUR 1A Kennels - Smith - Board - June 26, 2014.pdf

10. New Business

a) **B. Teasdale – June 2/14**
re: 2013 CARIP Report and
Climate Action Reserve Contribution

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2013 Climate Action Revenue Incentive Program (CARIP) Report and associated contribution to the Climate Action Reserve Fund is presented.

Corporate Vote – Unweighted

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability regarding the 2013 Climate Action Revenue Incentive Program (CARIP) Report and associated contribution to the Climate Action Reserve Fund be received.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors contribute $33,425 to the RDKB Climate Action Reserve Fund to offset the RDKB's 2013 measurable corporate greenhouse gas emissions reported to the Province of BC.
Staff Report - Board - 2013 CARIP Report and Climate Action Reserve Contribution - June2014 - Pdf

b) **B. Teasdale – June 6/14**
Re: China Creek Water Users Group Transition Study

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability regarding the findings of the China Creek Water Users Group Transition Study reviewing the option of the RDKB converting the current water system into a Specified Service Area is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the findings of the China Creek Water Users Group Transition Study reviewing the option of the RDKB converting the current water system into a Specified Service Area be received.
Staff Report - Board - China Creek Water Users Transition Study - June2014 - Pdf

c) **T. Lenardon – June 16/14**
re: Community Works Fund Agreement
Federal Gas Tax Fund

A Staff Report from Theresa Lenardon, Executive Assistant regarding the 2014-2024 Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia is presented.

Corporate Vote – Unweighted

Recommendation: That the Staff Report from Theresa Lenardon, Executive Assistant regarding the 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia be received.

Corporate Vote - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors authorizes the RDKB signatories to enter into the 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia.
Staff Report - 2014-2024 Community Works Fund Agreement - Board - June 26, 2014 - Pdf

d) **A. Stanley – June 16/14**
re: East End Regional Flow Meter Upgrades

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding an Engineering Services Contract for Regional Wastewater Flow Meter Upgrades is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Alan Stanley, General Manager of Environmental Services regarding an Engineering Services Contract for Regional Wastewater Flow Meter Upgrades be received.

Corporate Vote - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Engineering Services contract between the RDKB and ISL Engineering to complete a preliminary design report, complete with technology proposed, updated costs, expected performance and preliminary costs for Regional Wastewater Flow Meter Upgrades at the value of $82,105.
Staff Report - Board June 2014 - Regional Sewage Flow Meters - Pdf

e) **B. Burget - June 18/14**
re: 2013 S.O.F.I. Report

A Staff Report from Beth Burget, General Manager of Finance regarding the Statement of Financial Information (S.O.F.I.) is presented.

Corporate Vote – Unweighted

Recommendation: That the Staff Report from Beth Burget, General Manager of Finance regarding the Statement of Financial Information (S.O.F.I.) Schedules for the Year Ended December 31, 2013 be received.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the S.O.F.I. Schedules for the Year Ended December 31, 2013 as prescribed by the *Financial Information Act*.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors make the S.O.F.I. Schedules available to the public by providing copies on request and by making the reports available on the RDKB's website. **FURTHER** that the Board of Directors waives the $5.00 fee for the S.O.F.I. Schedules as prescribed by the *Financial Information Act*.
Staff Report - S.O.F.I. Schedules - Board - June 26, 2014.pdf

f) **E. Kumar - June 18/14**
re: Director Attendance at
the Columbia River Basin Conference

A Staff Report from Elaine Kumar, Manager of Corporate Administration, regarding the Columbia River Basin Conference is presented.

Corporate Vote – Unweighted

Recommendation: That the staff report from Elaine Kumar, Manager of Corporate Administration, regarding the Columbia River Basin Conference be received.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the attendance of Director Worley at the Columbia River Basin Conference **AND FURTHER** that the costs of approximately $1,500 associated with this conference be expensed from General Administration.
Staff Report - Columbia River Basin Conference - Board - June, 2014 - Pdf

g) **J. Ginalias**
re: Jones Ties and Poles
Licence of Occupation Electoral Area 'B'

A Staff Report from Jeff Ginalias, Assistant Planner regarding an application for a Licence of Occupation in Electoral Area 'B' submitted by Jones Ties and Poles is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Jeff Ginalias, Assistant Planner regarding an application for a Licence of Occupation in Electoral Area 'B' submitted by Jones Ties and Poles be received.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Jones Ties and Poles for a License of Occupation for an existing building on Crown land and a License of Occupation for a roadway that accesses the industrial site, is supported, and that the APC comments be provided to FrontCounter BC for consideration.
Staff Report - Jones Ties Poles - License of Occupation - Board - June 26, 2014.pdf

h) **Jeff Ginalias**
re: West K Concrete Ltd.
Application for a Mines Act Permit Amendment

A Staff Report from Jeff Ginalias, Planner regarding an application for a Mines Act Permit Amendment in Electoral Areal 'B' submitted by West K Concrete Ltd. is presented.

Corporate Vote – Unweighted

Recommendation: That the Staff Report from Jeff Ginalias, Planner regarding an application for a Mines Act Permit Amendment in Electoral Areal 'B' submitted by West K Concrete Ltd. be received.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise FrontCopunter BC that the application submitted by West K Concrete Ltd. for a Mines Permit Amendment to expand their sand and gravel operation an additional 4.25 ha, for the property legally described as Lot 1, DL 7163 and 7187, KD, Plan NEP91135, is supported, and that the APC comments be provided to FrontCounter BC for consideration.
Staff Report - West K Concrete Ltd. - Mines Act Permit Amendment - Board - June 26, 2014.pdf

i) **J. Ginalias**
re: City of Trail
Application for Licence of Occupation

A Staff Report from Jeff Ginalias, Assistant Planner regarding an application for a Licence of Occupation as submitted by the City of Trail is presented.

Corporate Vote – Unweighted

Recommendation: That the Staff Report from Jeff Ginalias, Assistant Planner regarding an application for a Licence of Occupation as submitted by the City of Trail be received.

Corporate Vote - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by the City of Trail to amend a License of Occupation to encompass a proposed pedestrian/utility bridge across the Columbia River near downtown Trail, is supported.
Staff Report - City of Trail - Licence of Occupation - Board - June 26, 2014.pdf

j) **J. Mackey - June 18/14**
re: Grand Forks & District Recreation Commission
Request for Project Approval

A Staff Report from J. Mackey, Manager of Recreation and Facilities regarding a request for approval for an upgrade to the pool deck surface at the Grand Forks Aquatic Centre is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from J. Mackey, Manager of Recreation and Facilities regarding a request for approval for an upgrade to the pool deck surface at the Grand Forks Aquatic Centre be received.

Corporate Vote - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the bid from Rubber Deck Ont in the amount of $53,887 plus taxes to upgrade the pool deck surface at the Grand Forks Aquatic Centre.
Staff Report-Grand Forks Rec Commission-Pool Deck Surface Upgrade-Board - June 26, 2014.pdf

k) **M. Andison - May 12/14**
re: Building Bylaw Contravention
Thomas - Electoral Area of Lower Columbia/Old Glory (Area 'B')

A Staff Report from Mark Andison, General Manager of Operations/Deputy C.A.O., regarding a Building Bylaw Contravention in the Electoral Area of Lower Columbia/Old Glory (Area 'B') is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Mark Andison, General Manager of Operations/Deputy C.A.O., regarding a Building Bylaw Contravention in the Electoral Area of Lower Columbia/Old Glory (Area 'B') be received.

Electoral Area Directors Only - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors directs the Chief Administrative officer to file a Notice in the Land Title Office pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Lot A, Section 23, Township 8A, KD, PLAN NEP80857.
Staff Report-Bylaw Contravention Notice-Area B - Thomas-Board June 26, 2014.pdf

l) **M. Andison - June 13/14**
re: Cancellation of Building Bylaw Contravention
Haines - Area 'A'

A Staff Report from Mark Andison, General Manager of Operations/Deputy C.A.O. regarding the cancellation of a Building Bylaw Contravention Notice is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Mark Andison, General Manager of Operations/Deputy C.A.O. regarding the cancellation of a Building Bylaw Contravention Notice be received.

Electoral Area Directors Only - Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors **cancel the notice** registered in the Land Title Office pursuant to Section 695 of the *Local Government Act* and Section 58 of the *Community Charter* against the property legally described as Parcel B (Explanatory Plan 348111), Lot 57, Section 20, Township 7A, DL 205A, KD, Plan 800, Except part included in Plans 13814, NEP20797 and NEP74145.
Staff Report-Cancellation Bylaw Contravention Notice-Haines-Board June 26, 2014.pdf

m) **E. Kumar - June 19/14**
re: Boundary Animal Control Contract

A staff report from Elaine Kumar, Manager of Corporate Administration, regarding the Animal Control Contract in the Boundary (Electoral Areas 'C' & 'D' and the Cities of Grand Forks & Greenwood) is presented.

Corporate Vote - Unweighted

Recommendation: That the staff report from Elaine Kumar, Manager of Corporate Administration, regarding the animal control contract for the Boundary area be received.

Corporate Vote - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors awards the Animal Control - Boundary contract to the Commissionaires B.C. for the period of September 1, 2014 to August 31, 2015 for a total yearly cost of $103,200.
Staff Report - Board - Boundary Animal Control - June, 2014 - Pdf

n) T. Lenardon - June 24/14
re: GTCAC Boiler Project

A Staff Report from Theresa Lenardon, Executive Assistant regarding the Greater Trail Community and Arts Centre Boiler Replacement project is presented.

Corporate Vote - Unweighted

Recommendation: That the Staff Report from Theresa Lenardon, Executive Assistant regarding the Greater Trail Community and Arts Centre Boiler Replacement project be received.

Corporate Vote - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors authorizes the RDKB signatories to enter into a Construction Contract with Venture Mechanical Systems Ltd. in the amount of $193,249.00 plus GST for the Greater Trail Community and Arts Centre Boiler Replacement project pursuant to the Contract Documents as submitted by Delta-T Consultants Ltd.
Staff Report - GTCAC Boiler Project - Board - June 26, 2014 - Pdf

o) **Grants-in-Aid**

Electoral Area Directors Only - Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the following Grants-in-Aid:

1. Christina Lake Boat Access Society - Electoral Area of Christina Lake (Area 'C') - $400
2. Columbia Basin Alliance for Literacy - Electoral Area of Christina Lake (Area 'C') - $700
3. Grand Forks Visitor Center - Electoral Area of Area 'D'/Rural Grand Forks $1,550
4. Grand Forks ATV Club - Electoral Area of Area 'D'/Rural Grand Forks - $5,500
5. Columbia Basin Alliance for Literacy - Electoral Area of Area 'D'/Rural Grand Forks - $700
6. Boundary Invasive Species Society - Electoral Area of Area 'D'/Rural Grand Forks - $1,000
7. Phoenix Foundation Boundary Communities - Electoral Area of Area 'D'/Rural Grand Forks - $1,000
8. Boundary Invasive Species Society - Electoral Area of West Boundary (Area 'E') - $1,000
9. Rock Creek Community Medical Society - Electoral Area of West Boundary (Area 'E') - $3,000
10. **Beaverdell Community Club - Electoral Area of West Boundary (Area 'E') - $1,000**
11. **Christina Gateway CDA - Electoral Area of Christina Lake (Area 'C') - $300**

Grant-in-Aid - Board - June 26, 2014.pdf
Grant-in-Aid - Beaverdell Community Club - Board - June 26, 2014.pdf
Grant-in-Aid - Christina Gateway - Board - June 26, 2014.pdf

11. Late (Emergent) Items

12. Discussion of items for future meetings

13. Question Period for Public and Media

14. Closed (Incamera) Session

a) There will be a closed meeting to receive the minutes from the closed meeting held on May 28, 2014.

15. Adjournment

Regular Meeting of the Board of Directors

Minutes
Wednesday, May 28, 2014
The Regional District of Kootenay Boundary Board Room, Trail, B.C

Present: Director G. McGregor, Chair
Director N. Kettle
Director G. Granstrom
Director B. Taylor
Director R. Russell
Director M. Rotvold
Director P. Ceccchini
Director B. Crockett
Director J. Danchuk
Director R. Cacchioni
Director A. Grieve
Director L. Worley (via conference call)

Call to Order

The Chair called the meeting to order at 6:00 p.m.

Consideration of the Agenda (Additions/Deletions)

Items to be moved forward on the agenda if needed.

The Manager of Corporate Administration advised that Item 10 d) needed to be moved forward on the agenda and that an item adopting the 2013 Financial Statements needed to be added under Late Items and it was;

178-14 Moved: Director Cacchioni Seconded: Director Rotvold

That the agenda be adopted as amended.

Carried.

May 28, 2014

Minutes

The minutes of the regular board meeting held May 1, 2014 were presented.

179-14 Moved: Director Grieve Seconded: Director Kettle

That the minutes of the regular board meeting held May 1, 2014 be adopted as circulated.

Carried.

Development Variance Permit - Area 'C'
(Cindy Milford/Keith Williams, Agent)

A staff report from Jeff Ginalias, Assistant Planner, regarding a Development Variance Permit application in Electoral Area 'C' submitted by Cindy Milford/Keith Williams, Agent, was presented.

180-14 Moved: Director Rotvold Seconded: Director Crockett

That the staff report from Jeff Ginalias, Assistant Planner, regarding a Development Variance Permit application in Electoral Area 'C' submitted by Cindy Milford/Keith Williams, Agent, be received.

Carried.

The Manager of Corporate Administration read a letter from Ms. Janet McAlpine dated May 28, 2014 wherein she expresses her concerns with this application.

The Chair invited Mr. Keith Williams, Agent, to address the Board.

Mr. Williams reviewed his application with the Board and commented that he had removed a tree on this parcel that had improved the view for Ms. McAlpine's property.

Mr. Williams further reviewed the impact not having approval would mean to him.

The Chair reviewed the comments from the A.P.C.

The Board members discussed the application and it was;

181-14 Moved: Director Russell Seconded: Director Rotvold

That the Development Variance Permit application submitted by Ms. Cindy Milford/Keith Williams, Agent, be referred back to the Advisory Planning Commission for further review.

Carried.

The Chair advised Ms. Milford and Mr. Williams that they would be welcome to attend the A.P.C. meeting.

Unfinished Business

The Regional District of Kootenay Boundary Memorandum of Board Resolutions for the period ending May 28, 2014 was presented.

182-14 Moved: Director Worley Seconded: Director Cecchini

That the Regional District of Kootenay Boundary Memorandum of Board Resolutions for the period ending May 28, 2014 be received as presented.

Carried.

Communications (Information Only)

City of Chilliwack - May 14/14
re: BC Assessment Regulation Proposed Amendment

Ministry of Justice - May 2/14
re: Earthquake Preparedness Consultation

Ministry of Justice - May 7/14
re: Province-wide Earthquake Preparedness Consultation

Minutes - Area 'C' A.P.C. - May 6/14

183-14 Moved: Director Kettle Seconded: Director Rotvold

That Communication Information Only Items be received.

Carried.

Reports

Committee Minutes

184-14 Moved: Director Grieve Seconded: Director Cacchioni

That the following minutes be received: Area 'C' Parks and Recreation Commission, May 14/14; Grand Forks and District Recreation Commission, May 15/14; Boundary Economic Development Commission, May 6/14; East End Sewerage Committee, May 6/14; Beaver Valley Recreation, Parks and Trails Committee, May 13/14; Beaver Valley Water Committee, May 12/14; Policy, Executive and Personnel Committee, May 14/14; Environmental Services Committee, May 15/14; East End Services Committee, May 20, 2014.

Carried.

Grand Forks and District Recreation Commission

185-14 Moved: Director Russell Seconded: Director Taylor

That the Regional District of Kootenay Boundary Board of Directors approves in principle the Community Food Garden Project **AND FURTHER** approves the Site Development and Landscape Project with the option to fund jointly beneficial development activities in the future.

Carried.

Beaver Valley Recreation Parks and Trails Committee

186-14 Moved: Director Grieve Seconded: Director Cecchini

Recommendation: That the Regional District of Kootenay Boundary Board of Directors adopts the ice user rates for the 2014/15 season at the Beaver Valley Arena as follows:

Adult Prime:

Current: $110.00/hr + gst = $115.50 to Proposed: $112.00/hr + gst = $117.60

Youth Prime:
Current: $61.00/hr + gst = $64.05 to Proposed: $62.00/hr + gst = $65.10

Youth Non-Prime:
Current: $43.00/hr + gst = $45.15 to Proposed: $44.00/hr + gst = $46.20

Jr. B Hockey Rates:

Current Regular Season: $326.00/game + gst = $342.30
2.75 hrs free practice/week, extra $43.00/hr + gst (morning ice) or $61.00/hr + gst (evening ice)

Proposed: $332.00/game + gst = $348.60
2.75 hrs free practice/week, extra $40.00/hr + gst (morning ice) or $62.00/hr + gst (evening ice).

Carried.

Environmental Services

187-14 Moved: Director Cacchioni Seconded: Director Cecchini

That the Regional District of Kootenay Boundary Board of Directors directs staff to extend the Services Contract with SNC Lavalin to October 27, 2014.

Carried.

Regional Parks and Trails Electoral Area 'B'

188-14 Moved: Director Worley Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approves an expenditure of $17,000 from Exhibit 014 Reserves "Regional Parks and Trails Electoral Area 'B' " to Casino Recreation **AND FURTHER** that the 2014-2018 RDKB Five Year Financial Plan be amended accordingly.

Carried.

Interim Schedule of Accounts

189-14 Moved: Director Rotvold Seconded: Director Crockett

That the Regional District of Kootenay Boundary Board of Directors approves payment of the Interim Schedule of Accounts as follows:

Cheque Nos. 42219 - 42652	$ 1,013,719.78
Payroll	416,397.02
TOTAL	$ 1,430,116.80

Carried.

Board Appointments Update

S.I.D.I.T - Chair McGregor

Chair McGregor advised that the AGM will be held in a week and that the organization received a very good audit.

S.I.B.A.C. - Chair McGregor

Chair McGregor advised that the AGM will be held in June.

Okanagan Film Commission - Director Baird

No report.

Kootenay Booth - Director Rotvold

Director Rotvold advised that the Kootenay Booth has arrived in Niagara Falls and thanked everyone for their support.

Boundary Weed/Stakeholders Committee - Director Baird

No report.

C.B.T. Governance Committee - Director Crockett

Director Crockett advised that he had no further information than what has already been submitted.

L.C.I.C. - Director Cecchini

Director Cecchini advised that they are looking at other Economic Development models which will be presented to the East End Services Committee and Councils.

Columbia River Treaty - Directors Worley/Rotvold

Directors Worley and Rotvold updated the Board members on the Columbia River Treaty status.

West Kootenay Transit

Director Crockett updated the Board members on the transit meeting he attended.

Chair's Update

Chair McGregor provided information to the Board on broadband being provided in rural areas through the Columbia Basin Trust.

Chair McGregor further noted that preliminary discussions are being held and that there is a possibility of Rural Areas being able to access their gas tax funds to provided capital funds for towers.

Director Grieve advised that she is interested in this issue for the Beaver Valley area and wanted to move forward with this matter.

The C.A.O. reviewed with the Board members information he had and noted that he would be providing a more detailed report at the next Board meeting.

New Business

Grants-in-Aid

190-14 Moved: Director Grieve Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approves the following grants-in-aid:

- JL Crowe Grad - Area 'A' - $500

- Casino Recreation - Area 'B' - $8,000
- Take a Hike West Kootenay Program - Area 'B' - $2,500 - Area 'A' - $1,000
- Mad Trapper 10th Annual Archery School Fundraiser - 'B' - $1,000
- Boundary Martial Arts Club - Area 'E' - $3,000

Carried.

Building Bylaw Contravention - Area 'E'

A staff report from Mark Andison, General Manager of Operations/Deputy C.A.O., regarding a Building Bylaw Contravention in Area 'E' was presented.

191-14 Moved: Director Kettle Seconded: Director Cacchioni

That the staff report from Mark Andison, General Manager of Operations/Deputy C.A.O., regarding a Building Bylaw Contravention in Area 'E' be received.

Carried.

192-14 Moved: Director Worley Seconded: Director Grieve

That the Regional District of Kootenay Boundary Board of Directors invite the owner, Ruth Bigler to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 57, D.L. 3638, SDYD, Plan KAP33084.

Carried.

Building Bylaw Contravention - Area 'B'

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention in Electoral Area 'B' was presented.

193-14 Moved: Director Cacchioni Seconded: Director Rotvold

That the staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention in Electoral Area 'B' be received.

Carried.

194-14 Moved: Director Russell Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors invite the owner, Brian Thomas to appear before the Board of Directors to make a presentation relevant to the filing of a Notice in the Land Title Officer pursuant to Section 695 of the Local Government Act and 57 of the Community Charter against the property legally described as Lot A, Section 23, Township 8A, KD, Plan NEP80857.

Carried.

Development Variance Permit - Area 'C'

A staff report from Jeff Ginalias, Assistant Planner regarding an application for a Development Variance Permit in Area 'C' submitted by Don, Bonnie and Reanne Eisler was presented.

195-14 Moved: Director Rotvold Seconded: Director Kettle

That the staff report from Jeff Ginalias, Assistant Planner regarding a Development Variance Permit application in Electoral Area 'C' submitted by Don, Bonnie and Reanne Eisler be received.

Carried.

The Manager of Corporate Administration read an e-mail from Bev Montgomery dated May 23, 2014 expressing her concerns with this Development Variance Permit application.

The Manager of Corporate Administration read an e-mail from the applicant dated May 27, 2014 addressing the concerns of Ms. Montgomery.

196-14 Moved: Director Russell Seconded: Director Grieve

That the application for a Development Variance permit submitted by Don, Bonnie and Reanne Eisler, for the property legally described as DL 317, SDYD, Plan 24392, Parcel E, to allow a reduction in the front parcel line setback for an accessory building of 6.5m, from 7.5m to 1m, be approved.

Carried.

Timber Cutting Permit - Violin Lake

A staff report from Jeff Ginalias, Assistant Planner regarding two proposed cut block timber cutting permits for Geographic Area "G" and "H" in the Violin Lake and Ryan and Gorge Creek geographic areas, on Crown Land with the RDKB Electoral Area 'B', was presented.

197-14 Moved: Director Worley Seconded: Director Grieve

That the staff report from Jeff Ginalias, Assistant Planner regarding two proposed cut block timber cutting permits for Geographic Area "G" and "H" in the Violin Lake and Ryan and Gorge Creek geographic areas, on Crown Land with the RDKB Electoral Area 'B' be received.

Carried.

198-14 Moved: Director Worley Seconded: Director Kettle

That the Regional District of Kootenay Boundary Board of Directors advise ATCO Wood Products that the application for two proposed cut block timber cutting permits for Geographic Area "G" and "H" in the Violin Lake and Ryan and Gorge Creek geographic areas, on Crown Land with the RDKB Electoral Area 'B' is supported.

Carried.

Regional Growth Strategy - R.D.C.O.

A staff report from Jeff Ginalias, Planner regarding the referral from Regional District of Central Okanagan for comments on the Regional Growth Strategy Bylaw No. 1336, 2013, as amended, was presented.

199-14 Moved: Director Rotvold Seconded: Director Kettle

That the staff report from Jeff Ginalias, Planner regarding the referral from the Regional District of Central Okanagan for comments on the Regional Growth Strategy Bylaw No. 1336, 2013, as amended be received.

Carried.

200-14 Moved: Director Kettle Seconded: Director Crockett

That the Regional District of Kootenay Boundary Board of Directors notify the Regional District of Central Okanagan that the RDKB accepts the RDCO Regional Growth Strategy Bylaw No. 1336, as amended.

Carried.

Beaver Valley Water Service

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the extension of a Columbia Basin Trust Contribution Agreement for the Beaver Valley Water Service was presented.

201-14 Moved: Director Grieve Seconded: Director Cecchini

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the extension of a Columbia Basin Trust Contribution Agreement for the Beaver Valley Water Service, be received.

Carried.

202-14 Moved: Director Cecchini Seconded: Director Grieve

That the Regional District of Kootenay Boundary Board of Directors approve the Village of Fruitvale to execute a Modification Agreement with the Columbia Basin Trust on behalf of the Beaver Valley Water Service in order to amend the 2013 Contribution Agreement by extending the completion date to December 31, 2014.

Carried.

Late (Emergent) Items

2013 Financial Statements

203-14 Moved: Director Rotvold Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary Board of Directors approves the 2013 Financial Statements.

Carried.

Closed (Incamera) Session

204-14 Moved: Director Rotvold Seconded: Director Cecchini

That the Regional District of Kootenay Boundary Board of Directors convene to a closed meeting (time: 6:52 p.m.).

Carried.

Moved: Director Rotvold Seconded: Director Cacchioni

That the Regional District of Kootenay Boundary Board of Directors reconvene to the regular meeting (time: 7:00 p.m.).

Carried.

Adjournment

There being no further business, the meeting adjourned at 7:02 p.m.

Chair Director of Corporate Administration

Regional District of Kootenay Boundary

Committee/Board Delegation Request Form

Name of person or organization wishing to appear:	RUB GAY, CHAIR REGIONAL BROADBAND COMMITTEE	
Subject of delegation:	BROADBAND STRATEGIC PLAN DRAFT	
Purpose of delegation(please check where appropriate):	Information Only	✓
	Requesting a letter of support	
	Request for funding	
	Other (please provide details):	
Contact Person (if different from above):	NIKKI BRADSHAW	
Telephone: 250-489-2791	Email:	CHAIR@RDEK.BC.CA
Meeting Date Requested:	JUNE 26, 2014	
Technical Requirements: Will you be using a powerpoint presentation?	YES	**If yes**, you are required to submit the presentation before the meeting as well as bringing it on a memory stick.

The Regional District utilizes Microsoft Office products. The Regional District is not responsible for software incompatibility. If your presentation does not work on our equipment, you will not be able to use an electronic presentation.

For more information please contact:
Director of Corporate Administration
202-843 Rossland Avenue
Trail, BC V1R 4S8
Phone: 250-368-9148 Toll Free: 1-800-355-7352
Fax: 250-368-3990
Email: ekumar@rdkb.com

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Board Delegation/Presentation Policy
Delegation Request Form

To facilitate effective delegations:

1. A ten-minute limit is in place. It does not matter how many people speak. Please allow time for questions.
2. The name of the person and or group appearing before the Board will be published in the agenda and available to the public.
3. If you have not provided your information prior to the meeting, bring sufficient copies to the meeting. Sixteen (16) copies are required.
4. Direct all comments to the Chair.
5. Do not expect an immediate answer. The Board may wish to have further investigation or time to consider the matter.
6. You may not be able to appear before the Board on the day requested. You are not confirmed to appear before the Board until you receive confirmation from staff.
7. **At no time will a delegation be allowed regarding a bylaw which a Public Hearing has been held, or where a Public Hearing is required under an enactment as a prerequisite to the adoption of the bylaw.**
8. **At no time will a delegation be allowed for the purpose of discussing a matter to be dealt with as a grievance under a collective agreement.**

I understand and agree with the terms and conditions of my request to appear as a delegation:

Rob C. Gay
Name of Delegate/Representative of Group

June 24/14
Date

Signature

For Office Use Only			
Referred to Chair:	Date		
Approved		Declined	
If declined provide explanation:			
Date of delegation (if applicable):			
Applicant informed of decision:			
Signature		Date	

Page 2 of 2

Taken from RDKB
Board Delegation/Presentation Policy
Page 2 of 2

RDKB Board of Directors
Memorandum of Resolutions

Action Items Arising from Board Direction (Task List)
Updated on June 2, 2014

PENDING TASKS

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
231-10	May 26/10	Sidley Mtn. Fire Protection	Staff met with Okanagan Similkameen Regional District in June re. Satellite Service in Area 'E' (Sidley Mountain/Anarchist)	Ongoing
***Note: *More work re. communications, management, administration & costs for satellite fire service is required*				
232-10	May 26/10	Christian Valley Mosquito Control Service	Staff working with proponents	
***Note: *Staff continue to wait for proponents as to whether they wish to move forward*				*Ongoing*
102-14	March 20/14	Mosquito Control	Include use of bat houses in proposed Feasibility Study	IP
5-14	Jan 30/14	Carbon Emissions Reduction	Continue current partnership agreement subject to approved partnership funding contributions	Ongoing
34-14	Jan 30	Org/governance review	Refer to 2015 Budget deliberations	IP
134-14	May 1/14	Summer & Fall Newsletter	Prepare Summer & Fall Newsletters	Ongoing
***Note: *Staff working on moving forward with a Summer Newsletter*				
N/A	May 1/14	Waneta Dam Expansion	Arrange tour of project	IP
N/A	May 1/14	Sale of Airport	Directors take time to consider future use of proceeds from sale of Trail Airport	IP

TASKS FROM MAY 28, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
188-14	May 28/14	Area B Parks & Trails	Expend $17,000 from Reserves to Casino Rec/Amend Financial Plan	C

Regional District of Kootenay Boundary

ADVISORY PLANNING COMMISSION

ELECTORAL AREA 'C'

MINUTES

Minutes of the Area 'C' Advisory Planning Commission meeting held on Tuesday, **June 3, 2014** at the Christina Lake Fire Hall, Swanson Road, commencing at 7:00 p.m.

PRESENT: Dave Durand, Terry Mooney, Jennifer Horahan, Dave Bartlett, Brenda LaCroix William Strookoff, Don Nelson

ABSENT: Dawn Sioga, Butch Bisaro, Richard White, Jeff Olsen, Peter Darbyshire, John Mehmal, Director Grace McGregor

The Chair called the meeting to order at 7:00 p.m.

MINUTES OF THE PREVIOUS MEETING:

Minutes of May 6, 2014 be received.

Moved: Terry Mooney/Seconded: Dave Bartlett

OLD BUSINESS:

Cindy Milford, Keith Williams - Agent
RE: Development Variance Permit
73 Sandner Road, Christina Lake
Parcel D, Block 17, DL 317, SDYD, Plan KAP50
RDKB File: C-317-04365.000

At the Regular Meeting of the RDKB Board of Directors held May 28, 2014, the Board members referred this application back to the Advisory Planning Commission for further review.

The APC would like to defer a decision on this application until a revised package that is representative of the applicant's verbal agreement with Dave Durand, APC Chair, is included.

In further review, the APC Committee would like:

A. Elimination of side set back variance;
B. Elimination of rear set back variance;
C. Elimination of coverage variance; and
D. A visual representation of how the roof impacts the view. (Enhanced digital photo schematic)

The APC requests the Planner to inform the impacted neighbour of the status of this application. Limited notice to the APC regarding the neighbour's complaints impacts their ability to decide.

NEW BUSINESS:

Tyler Lindberg
RE: Development Variance Permit
1632 Ode Road, Christina Lake
Lot 8, DL 317, SDYD, Plan KAP50
RDKB File: C-317-00262.000

The APC approved the Tyler Lindberg DVP application.

590590 BC Ltd.
RE: Development Permit
4054 Boat Access, Christina Lake
Lot 6, DL 3966s, SDYD, Plan 30234
RDKB File: C-3966s-07256.030

The APC had the following concerns:

- Set back is 100 metres – not feet for septic from Lake.
- Dave Durrand asked how boat access tanks area being pumped and was told that they are not being pumped at this time which is a concern.

ADJOURNMENT TIME:

There being no further business the meeting was adjourned at 7:55 p.m.

Advisory Planning Commission- Area D
Minutes – June 3, 2014

In attendance:

Bob DeMaertelaere
David Reid
Deb Billwiller
Edith MacAllister
Lesley Matthews
Werner Behrens
Roly Russell - Acting Director

Meeting was called to order at 6:58 p.m.

Minutes:

The APC did not meet in May so there were no minutes to discuss.

New Business:

1. **Grand Forks ATV Club**
   RE: FrontCounter BC Referral – Trails and Recreations Facilities
   Under Forest and Range Practices Act
   Crown Land in the Grand Forks and Christina Lake areas
   Gilpin – Dan O'Rea drainages and Stewart Creek – Moody Creek drainage
   RDKB File: D-6

   There was some discussion regarding liability and maintenance and it was agreed that:

   The APC has no major concerns with this application.

Meeting adjourned at 7:10 p.m.

Office of the Prime Minister

Cabinet du Premier ministre

Ottawa, Canada K1A 0A2

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY
FILE #
JUN 13 2014
DOC #
REF. TO: T.L.
CC: Chair McGregor
Board
A-Stanley

June 5, 2014

Ms. Grace McGregor
Chair
Regional District of Kootenay Boundary
Unit 202
843 Rossland Avenue
Trail, British Columbia
V1R 4S8

Dear Ms. McGregor:

I would like to acknowledge receipt of your correspondence addressed to the Prime Minister regarding invasive mussels.

Please be assured that your comments, offered on behalf of the Regional District of Kootenay Boundary Board of Directors, have been carefully reviewed by this office. I have taken the liberty of forwarding copies of your correspondence to the Honourable Gail Shea, Minister of Fisheries and Oceans, and the Honourable Lisa Raitt, Minister of Transport. I am certain that the Ministers will appreciate being made aware of the Board of Directors' views, and will wish to give them every consideration.

Thank you for writing to the Prime Minister.

Yours sincerely,

P. Monteith
Executive Correspondence Officer

Canada

VILLAGE OF MIDWAY

"Mile Zero of the Historic Kettle Valley Railway"

P.O. Box 160
661 Eighth Avenue
Midway, BC V0H 1M0
Tel: (250) 449-2222 Fax: (250) 449-2258
Email: midwaybc@shaw.ca

May 22, 2014

Regional District of Kootenay Boundary
202 – 843 Rossland Ave.
Trail, BC
V1R 4S8

Attn: Ali Grieve, Director of East End Services

Dear Director Grieve,

On behalf of the Council of the Village of Midway and the Midway Volunteer Fire Department, I would like to thank you, and the Regional District of Kootenay Boundary East End Services Committee for the generous donation of the 1981 International Pumper Fire Truck, and engine equipment. This vehicle is gratefully accepted, and will be used for the purpose of fire response in the rural fire expansion area west of Midway into Rock Creek.

Our Fire Department members are continuing to actively assist with training of all new volunteer department members from that area who have generously dedicated their time in order to help rebuild Midway Fire Department's depleting membership, and to see the rural fire department expansion project become a reality. Along with membership numbers, this generous donation is just as instrumental to the reality of the rural fire response expansion area.

I would also like to express appreciation to Terry Martin, for considering and recommending the Midway Volunteer Fire Department for the pumper truck, and would like to add that there have been other projects and issues that Terry and Dan Derby have assisted me with since my inception as CAO with the Village of Midway, and I am very grateful for their support and expertise.

Thank you.

Yours truly,

VILLAGE OF MIDWAY

per:

Penny L. Feist
Chief Administrative Officer

Cc: Terry Martin, Regional Fire Chief/Fire Dispatch Manager
Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator

Minutes of the Regular Meeting of the Electoral Area 'C' Parks & Recreation Commission held Wednesday June 11th, 2014 at the Welcome Centre

Present	**Absent**
Carlo Crema	Larry Walker, as advised
Don Nelson	
Paul Beattie	
Bob Dupee	
Dan Marcoux	
Liz Stewart	
Dave Beattie	
Dianne Wales	

RDKB Staff	**Area Director**	**Guest**
John Mackey	Grace MacGregor	Cavan Gates

Agenda

1. M/S Paul Beattie, Dan Marcoux that the agenda is accepted as amended.

Carried

Minutes

2. M/S Bob Dupee, Liz Stewart that the minutes of the Regular Meeting of May 14th, 2014 are accepted.

Carried

Business Arising

Canada Day Music in the Park – Chair Wales queried the project form a security and safety perspective. CLAAS representative Bob Dupee acknowledged that everything was covered including insurance.

Old Business

Feasibility Study – Staff advised that the draft of the RFP was sent to Trail for final review and subsequent posting.

Johnson Road End Access – Bob Dupee presents an update to the project to have a ramp constructed to improve access to the water. Area director and staff requested that discussions on the project be put on hold until the Larson Road Boat Launch Upgrade has been approved.

Christina Sands Property Update – Paul Beattie outlined the current status of this case. Three options for proceeding were provided by legal counsel.

3. M/S Carlo Crema, Dan Marcoux that a sum not to exceed $6000 be allocated to cover the legal fees to finalize this process.

Carried

Bear Proof Bins – Two additional Bins will be installed in the Nature Park within the next month.

Pickle Ball Update – Staff advised he had not had any feedback from the pickle ball enthusiast since the May meeting. Staff will contact all parties concerned and determine status of the activity.

Gustafson Memorial Table – Table and plaque are in place and the family is very happy. Repairs to the Robinson table are also underway.

Larson Road Boat Launch Upgrade – Staff advised that the application for work has been submitted to Front Counter BC and we are awaiting review and subsequent approval. Work is tentatively scheduled for Late July 2014.

.

New Business

Sub Committee Reports – Bob Dupee reported that work is continuing on the trails and that he has request the crew take a look at the Cascade Falls stairs.

COP Update – Dave Beattie advised that the truck has been serviced and is in excellent operating condition. There are now 10 members and they have undergone some interesting training.

Community Coordinator Report, Cavan Gates gave a verbal report on the following:

- Mapping Project
- Childcare
- Rural Summit

Outstanding Projects and Discussions

Recreation Commission Mandate & Relationships
Christina Crest Trail
Boat House
Seniors Housing
Pole and Light in Playground
Winter Ice Rink on Slab
Cascade Cemetery
Teck Property Access
Walking Trail around Golf Course

Disc Golf
Pedestrian Bridge
Boat Dock @ Community Park
Fitness Trail in Nature Park
Pickle Ball Facility
Performance Awning for Welcome Centre
Rental agreement for use of Nature Park
Ownership of Provincial Park Beach

Adjournment

4. Moved by Liz Stewart that the meeting be adjourned.

Carried

John Mackey, Recording Secretary

Diane Wales, Chairperson

Sewerage Committee
Minutes

Tuesday, June 3, 2014
3:00 P.M.
RDKB Board Room, Trail, BC

Directors Present

Director R. Cacchioni, Chair
Director B. Crockett
Director G. Granstrom

Staff Present

T. Lenardon, Executive Assistant/Recording Secretary
Bryan Teasdale, Manager of Infrastructure & Sustainability
Alan Stanley, General Manager of Environmental Services

Call to Order

The Chair called the meeting to order at 3:00 p.m.

Adoption of Agenda (Additions/Deletions)

The agenda for the June 3, 2014 East End Sewerage Committee meeting was presented.

The Chair advised that there were additional items to be added to the agenda under Item #7; *Late Emergent Items*, and it was;

Moved: Director Crockett Seconded: Director Granstrom

That the agenda for the June 3, 2014 meeting be adopted as amended.

Carried.

Adoptions of Minutes

The minutes of the East End Sewerage Committee meeting held May 6, 2014 were presented.

Moved: Director Granstrom Seconded: Director Crockett

That the minutes of the East End Sewerage Committee meeting held May 6, 2014 be adopted as presented.

Carried.

Delegation(s)

There were no delegations in attendance.

Unfinished Business

East End Sewerage Committee
Memorandum of Committee Action Items

The East End Sewerage Committee Memorandum of Action Items for the period ending May 31, 2014 was presented.

Moved: Director Granstrom Seconded: Director Crockett

That the East End Sewerage Committee Memorandum of Action Items for the period ending May 31, 2014 be received as presented.

Carried.

It was noted that the City of Trail has advised that as of January 1, 2015 the City wishes to assume full responsibility for managing its sole beneficiary potions of the sewer interceptor that are referenced in the Minutes of Settlement.

New Business

J. Paakkunainen, Chief Operator, CPCC
re: CPCC Sanitary Sewer Monthly Report - April 2014.

A Staff Report by Jeff Paakkunainen, Chief Operator, regarding the Sanitary Sewer Monthly report for April 2014 was presented.

Moved: Director Granstrom Seconded: Director Crockett

That the Staff Report by Jeff Paakkunainen, Chief Operator, regarding the Sanitary Sewer Monthly report for April 2014 be received as presented.

Carried.

A. Stanley - May 1/14
re: Regional Flow Meter Upgrades

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding the results of a Request for Proposals for Regional Wastewater Flow Meter Upgrades was presented.

Moved: Director Crockett Seconded: Director Granstrom

That the Staff Report from Al Stanely, General Manager of Environmental Services regarding the results of a Request for Proposals for Regional Wastewater Flow Meter Upgrades be received as presented.

Carried.

The General Manager of Environmental Services reviewed the Staff Report and explained that the Request for Proposals (RFP) was the preferred method of selecting the consultant, given the Arbitration Minutes of Settlement outline performance objectives without a rigid method. He explained the method that was used in executing the RFP and noted that it complied with language from the Sewer Service Cost Apportionment Agreement.

Opus Dayton and Knight was used as a third party to review the submitted proposals and to make recommendations.

Director Granstrom expressed his concerns that given the scope of the bids that were submitted varied, that the RFP was not specific enough to the level of design work that is required.

Staff noted that given an RFP process was used, it was expected that future design work would be identified by the proponents and that construction of the infrastructure would be done in such a fashion so as to achieve the required outcomes of the conditions set out in the Minutes of Settlement.

Moved: Director Crockett Seconded: Director Granstrom

That the East End Sewerage Committee directs Staff to enter into negotiations with ISL to request a price to complete a preliminary design report, complete with technology proposed, updated costs, expected performance and preliminary costs for Regional Wastewater Flow Meter Upgrades.

Carried.

B. Teasdale - May 28/14
Summary of Engineering Expenses for River Crossing

A Staff report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a summary of all associated engineering costs for the review of all options investigated for a new Columbia River Crossing at the Murray Park Lift Station was presented.

Moved: Director Crockett Seconded: Director Granstrom

That the Staff report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a summary of all associated engineering costs for the review of all options investigated for a new Columbia River Crossing at the Murray Park Lift Station be received.

Carried.

The Manager of Manager of Infrastructure and Sustainability explained the Staff Report and noted that to date, $32,456 has been expended in engineering fees associated with reviewing and assessing viable river crossing options since 2011. Approximately $4,000 of this was spent to develop an Emergency response Plan for the interceptor located on the Old Trail Bridge and that additionally, another $1,950 was spent in 2012 for engineering services associated with reviewing additional river crossing options presented by a Committee delegate.

The Manager of Infrastructure and Sustainability further explained that in 2014, an additional $12,635 has been expended for engineering activities related to technical evaluations and a review of the Murray Park Lift Station and another $30,000 has been included in the budget to prepare the detailed cost estimate for the construction of a standalone pipe-bridge. Approximately $8,000 has also been included for a peer review of this updated cost estimate by SNC Lavalin.

In summary, the total that the RDKB has committed to date for engineering services is $47,050. It is expected that an additional amount of approximately $38,000 could be expended in 2014. Further expenses will be incurred for engineering services once a preferred river crossing option has been identified. This will be included in the project's final construction budget.

Director Cacchioni advised that the City of Trail has spent approximately $400,000 in engineering costs on preliminary design activities related to the pedestrian crossing. Further engineering work has been suspended pending the outcome of the upcoming referendum regarding the borrowing bylaw for funds to complete the pedestrian crossing.

B. Teasdale - May 28/14
re: Columbia River Aerial Force Main Crossing Costs

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding updated costs of a stand-alone pipe bridge for an aerial Columbia River crossing of the Murray Park Force Main was presented.

Moved: Director Crockett Seconded: Director Granstrom

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding updated costs of a stand-alone pipe bridge for an aerial Columbia River crossing of the Murray Park Force Main be received.

Carried.

The Manager of Infrastructure and Sustainability reviewed the most recent cost estimate for the standalone pipe-bridge received from Buckland and Taylor. He noted that current pricing was significantly higher than presented in the approved 2014 Budget and Five Year Financial Plan.

The General Manager of Environmental Services reviewed the amendments / additions to the updated cost estimate as follows:

$250,000	access and road construction (may not be required)
$382,569	contractor overhead
$631,239	contingency
TOTAL:	$1,263,808.

Based on these figures together with the cost estimates noted in the previous item as the summary of engineering costs for a river crossing, the most current cost estimate received by the RDKB indicates that the standalone pipe-bridge cost would now be approximately $7,428,808.

The Committee reviewed the other river crossing options that have been previously discussed and their budget implications due to this new information respecting the preferred aerial crossing.

Director Crockett expressed concerns about the increasing cost estimate as submitted by Buckland and Taylor and he suggested that the RDKB consider other options including that related to repairing the Old Trail Bridge or using the Victoria Street Bridge to support the required force main crossing. He further suggested that the RDKB revisit sub-surface crossing options including the trench and back-fill option and or directional drilling.

Director Crockett inquired that should the RDKB proceed further with an aerial crossing, whether the RDKB should consider engaging another engineering firm to replace the services of Buckland and Taylor for the purposes of design and construction of a standalone pip-bridge. He also suggested that Staff contact FortisBC to investigate how they complete activities related to aerial gas main crossings.

Director Granstrom stated that it is difficult to make a recommendation on approving the most recent Buckland and Taylor $7 Million (plus) cost estimate for the standalone pipe-bridge. However, he advised that if at all possible, he would like to see the RDKB partner with the City of Trail on a multi-use crossing.

Director Granstrom also agreed with Director Crockett with respect to investigating other crossing options including those discussed above.

Given the Committee is aware that a river crossing will be required in the very near future, the Committee members discussed the pros and cons of all other options.

Staff reviewed information that was previously presented to the Committee respecting the pros and cons of all river crossing options. Staff noted their concerns that although other options have been costed-out as less expensive in terms of capital infrastructure, possible budgetary implications such as increased operations and maintenance costs and the inability to inspect and access infrastructure may be incurred.

Director Cacchioni noted that although the other crossing options have provisions for lower capital costs, there is no guarantee that the costs for these options now will be similar to the costs that were previously estimated (e.g. costs for all options may have increased substantially).

Director Cacchioni expressed concerns regarding the option of hanging a regional force main interceptor on the downtown Trail river wall and he advised the Committee members that the City of Trail will not support this undertaking. Further, he also expressed concerns regarding significant disturbance of underground infrastructure in the downtown Trail core may be required to accommodate the construction of a sewer force main from the Murray Park Lift Station to the Victoria Street Bridge. He advised that the City of Trail is contributing 62.5% of the project costs for any crossing option and as such, the City would like to still consider the pipe-bridge / pedestrian crossing model. He stated that the longer the Committee waits to make a decision, the more the costs will increase.

Director Granstrom stated that he believes that the Committee does not want to wait to make a decision, but that it is important to ensure that the RDKB obtains the best pricing on the project for taxpayers.

Staff reviewed a Staff Report from a previous meeting which refers to the updated costs on some of the river crossing options (directional drilling and trench and backfill).

After further discussion regarding the increasing costs of a pipe-bridge, it was;

Moved: Director Crockett Seconded: Director Granstrom

That Staff be directed to expend funds to investigate the most recent up-to-date costs on the trench and backfill option as well as the Victoria Street Bridge option and provide the Committee with comparable cost estimates.

Carried.

(Director Cacchioni opposed)

The Committee also directed Staff to research other bridge engineering companies to determine whether the standalone pipe-bridge cost estimate is correct.

Staff noted that funds related to general engineering services for the 2014 East End Sewerage Service Budget have been depleted; however future engineering costs will be added into the general engineering provisions for the river crossing project.

Staff advised that they will not be able to provide any updated costing information until mid-June. They will work as fast as they can to obtain this information depending on the responses of the engineers and consultants who are solicited. A Special Committee Meeting may be arranged subject to the required information being submitted in time.

There was agreement by some of the Committee members that the most recent cost estimate from Buckland and Taylor of approximately $7 Million (plus) is too expensive and it was;

Moved: Director Granstrom Seconded: Director Crockett

That the most recent estimate of approximately $7,428,808 as submitted by Buckland and Taylor is too expensive and that the other river crossing options require additional investigation.

Carried.

(Director Cacchioni opposed)

Late (Emergent) Items

Letter from the City of Trail
re: The City's Sole Beneficiary Lines

Director Cacchioni advised that the City of Trail has sent a letter to the RDKB and to the Sewer Committee requesting that the City assume their sole beneficiary portions of the sewer service infrastructure commencing January 1, 2015. He noted that the City awaits a response from the RDKB.

Update on Draft Agreement / Contract
Electoral Area 'B' - Rivervale-Oasis

Director Cacchioni requested an update regarding a proposed agreement between the RDKB and the East End Sewerage Service and between the RDKB and the Rivervale Oasis Sewerage Service (Rivervale-Oasis) respecting Area 'B's contributions.

Staff advised that they continue to work on determining what Area 'B's portion would be and noted that the language in the Agreement will parallel the language identified within the Minutes of Settlement.

Negotiations Between the City of Trail and Electoral Area 'B'
re: Common Portions of the Interceptor

Director Cacchioni requested information respecting negotiations between the City of Trail and RDKB Electoral Area 'B' respecting Area 'B's contribution for the shared portions of the interceptor.

Staff advised that once sole benefiting infrastructure has been determined and removed from RDKB operations, these negotiations could commence.

Discussion of items for future agendas

A discussion was not required.

Question Period for Public and Media

A question period was not required.

Closed (In camera) Session

A Closed Session was not required.

ADJOURNMENT

There being no further business, it was;

Moved: Director Granstrom

That the meeting be adjourned (time: 4:50 p.m).

Carried.

TL

Regional District of Kootenay Boundary
Beaver Valley Recreation, Parks & Trails Committee

Minutes of a meeting of the Beaver Valley Recreation, Parks and Trails Committee held in the Beaver Valley Arena, Fruitvale, B.C. Tuesday, June 10, 2014 at 5:00 p.m.

Present:

Director A. Grieve, Chair	- Area 'A'
Director J. Danchuck	- Village of Montrose
Alternate Director P. Cecchini	- Village of Fruitvale

Staff Present:

M. Daines, Manager of Facilities and Recreation - R.D.K.B.

Item #1
Call to Order

The Chair called the meeting to order at 5:00 p.m.

Item #2
Consideration of the Agenda

The agenda for the Beaver Valley Recreation, Parks and Trails Committee meeting held June 10, 2014 was presented.

Moved: Chair Grieve/Sec'd: Director Cecchini

That the agenda be adopted as presented.

Carried.

Item #3
Consideration of the Minutes

The minutes of the Beaver Valley Recreation, Parks and Trails Committee meeting held May 13, 2014 were presented.

Moved: Director Cecchini/Sec'd: Director Danchuck

That the minutes of the Beaver Valley Recreation, Parks and Trails Committee meeting held May 13, 2014 be adopted as presented.

Carried.

Item #4
Delegations

S. Spooner
Kootenay Columbia Trails Society (KCTS)

Stuart Spooner from the Kootenay Columbia Trails Society presented a number of potential sites for trail development. These sites include: the Beaver Falls area, McLeod Road, below Montrose, and Davis Avenue.

Mr. Spooner advised that he would plot the potential trails on a topographical map so the Committee could establish a Terms of Reference for the trails.

Discussion

The Committee suggested that a Trails Sub-Committee be formed to help steer the process.

It was decided that the next newsletter will address the need for a Trails Sub- committee and that the map of the existing trails form part of the newsletter.

Item #5
Unfinished Business

Beaver Valley Recreation, Parks and Trails Committee
Memorandum of Action Items

The Beaver Valley Recreation, Parks and Trails Committee Memorandum of Action Items for the period ending May 31, 2014 was presented.

The Committee members reviewed the Memorandum and instructed Staff as follows:

1. Remove the 'Portable Bleachers' Action Item.

2, Remove the 'Kraft Hockeyville' Action item.

Moved: Director Cecchini/Sec'd: Director Danchuck

That the Beaver Valley Recreation, Parks and Trails Committee Memorandum of Action Items for the period ending May 31, 2014 be received as amended.

Carried.

Item #6
New Business

Discussion Item
Columbia Power Corporation (CPC) – May 26/14
Re: Waneta Expansion Project Interpretive Site Project

A letter from Columbia Power requesting support from the Regional District of Kootenay Boundary for the ongoing maintenance of a basic interpretive site for the Waneta Expansion Project at the designated location immediately south of the Waneta Bridge, at minimal cost
was presented.

Moved: Director Cecchini/Sec'd: Director Danchuk

That the letter from Columbia Power requesting support from the Regional District of Kootenay Boundary for the ongoing maintenance of a basic interpretive site for the Waneta Expansion Project at the designated location immediately south of the Waneta Bridge, at minimal cost be received.

Carried.

Moved: Director Cecchini/Sec'd: Director Danchuck

That the Beaver Valley Recreation, Parks and Trails Committee supports the maintenance of the Waneta Expansion Interpretive Site and recommends to the Regional District of Kootenay Boundary Board of Directors that the request from Columbia Power for the ongoing maintenance of a basic interpretive site for the Waneta Expansion Project, at minimal cost, at the designated location immediately south of the Waneta Bridge be approved under the Beaver Valley Regional Parks and Regional Trails Service. **FURTHER** that subject to Board approval that Staff forward written confirmation to Columbia Power of the RDKB's agreement to provide ongoing maintenance of the Waneta Expansion Project interpretive site.

Carried

Recreation Service Review

Moved: Director Danchuck /Sec'd: Director Cecchini

That Staff prepare an outline for a service review to be considered by the Beaver Valley Recreation, Parks and Trails Committee at the September 9, 2014 Committee meeting.

Carried.

Summer Newsletter

Moved: Director Cecchini/Sec'd: Director Danchuck

That staff create a summer newsletter promoting Beaver Valley trails. **FURTHER** that the newsletter also include a map of the existing trails and potential trails as well as reference to other activities and "Things to Do and See in the Beaver Valley."

Carried

Late Emergent Items

Future Meetings

The next meeting of the Beaver Valley Recreation, Parks and Trails Committee will be held on Tuesday, July 15, 2014 sometime after 5:30 p.m. upon adjournment of the East End Services Committee meeting in the RDKB administration building with a focus on the town hall meeting survey results and budget considerations for 2015. This information will be included in the fall newsletter.

A meeting was tentatively arranged for Tuesday, August 19, 2014 sometime after 5:30 p.m. upon adjournment of the East End Services Committee meeting in the RDKB administration building.

Discussion of Items for Future Meetings

There were no items to discuss.

Question period for Public and Media

A question period was not required.

In Camera

An in camera session was not required.

Adjournment

There being no further business, it was;

Moved: Director Danchuck

That the meeting be adjourned. (time: 6:00 p.m.).

MD

Finance Committee

Minutes
Wednesday, May 28, 2014
RDKB Board Room, Trail, BC

Present:

Director M. Rotvold, Chair
Director B. Taylor
Director N. Kettle
Director R. Cacchioni
Director P. Cecchini
Director G. McGregor
Director J. Danchuk
Director B. Crockett
Director R. Russell
Director A. Grieve
Director L. Worley (via telephone)
Director G. Granstrom (arrived 5:50 p.m.)

Staff Present:

John MacLean, C.A.O.
Beth Burget, General Manager of Finance
Elaine Kumar, Manager of Corporate Administration
Theresa Lenardon, Executive Assistant

CALL TO ORDER

The Chair called the meeting to order at 5:30 p.m.

ADOPTION OF AGENDA (ADDITIONS/DELETIONS)

The agenda for the Finance Committee meeting held May 28, 2014 were presented.

Moved: Director Kettle Seconded: Director Cacchioni

That the agenda for the Finance Committee meeting held May 28, 2014 be adopted as presented.

Carried.

ADOPTION OF MINUTES

The minutes of the Finance Committee meeting held March 20, 2014 was presented.

Moved: Director Worley Seconded: Director Cacchioni

That the minutes of the Finance Committee meeting held March 20, 2014 be adopted as presented.

Carried.

DELEGATIONS

Mr. Don Catalano, Soligo & Associates
re: 2013 Audit

The Chair welcomed Mr. Don Catalano to the meeting.

Mr. Catalano reviewed in detail the 2013 Financial Statements and answered any questions the Board members had.

The Chair thanked Mr. Catalano for attending the meeting and presenting the 2013 Financial Statements.

Moved: Director Cacchioni Seconded: Director Crockett

That the Finance Committee recommends to the Regional District of Kootenay Boundary Board of Directors that they approve the 2013 Financial Statements.

Carried.

UNFINISHED BUSINESS

A memo from Beth Burget, General Manager of Finance, regarding Service 010 Solid Waste Management Audit was presented.

The General Manager of Finance reviewed her memo and answered any questions the Board members had and it was;

Moved: Director Crockett Seconded: Director Grieve

That the memo from Beth Burget, General Manager of Finance, regarding Service 010 Solid Waste Management Audit be received.

Carried.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:58 p.m.

Electoral Area Services
Minutes

Thursday, June 12, 2014
RDKB Board Room,
2140 Central Ave., Grand Forks, BC

Present:
Director Linda Worley
Director Grace McGregor
Director Roly Russell
Director Ali Grieve, via teleconference
Mark Andison, Director of Planning & Development
Maria Ciardullo, Recording Secretary

Absent:
Director Bill Baird
Elaine Kumar, Manager of Corporate Administration

CALL TO ORDER

Chair Worley called the meeting to order at 4:30 p.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

June 12, 2014

Moved: Director McGregor Seconded: Director Russell

That the June 12, 2014 Electoral Area Services Agenda be adopted.

Carried.

MINUTES

Minutes of the April 16, 2014 Electoral Area Services Committee meeting.

Moved: Director Russell Seconded: Director McGregor

That the minutes of the April 16, 2014 Electoral Area Services Committee meeting be received.

Carried.

DELEGATIONS

UNFINISHED BUSINESS

The Electoral Area Services Committee Memorandum of Action Items to the end of May 2014.

Moved: Director Grieve Seconded: Director McGregor

That the Electoral Area Services Committee Memorandum of Action Items to the end of May 2014 be received.

Carried.

MILFORD, Cindy, WILLIAMS, Keith-Agent
RE: Development Variance Permit
73 Sandner Road, Christina Lake
Parcel D, Block 17, DL 317, SDYD, Plan KAP50
RDKB File: C-317-04365.000

Mark Andison, General Manager of Operations/Deputy CAO reviewed the application with the committee members. The application will be referred back to the Area 'C' APC, and it was;

Moved: Director McGregor Seconded: Director Russell

That the staff report regarding the application for a Development Variance permit submitted by Cindy Milford, through her agent, Keith Williams, for the property legally described as Parcel D Block 17, DL 317, SDYD, Plan KAP50 be received.

Carried.

Moved: Director McGregor Seconded: Director Russell

That the application for a Development Variance permit submitted by Cindy Milford, through her agent, Keith Williams, for the property legally described as Parcel D Block 17, DL 317, SDYD, Plan KAP50 be deferred to allow the applicant to submit a revised application package to the Advisory Planning Commission.

Carried.

NEW BUSINESS

LINDBERG, Tyler
RE: Development Variance Permit
1632 Ode Road, Christina Lake, Electoral Area 'C'
Block 11, Lot 8, DL 317, SDYD, Plan KAP50
RDKB file: C-317-00262.000

Mark Andison reviewed the application with the committee members. It was noted that the Ministry of Transportation and Infrastructure did not have any concerns, nor did the Area C APC, and it was;

Moved: Director McGregor Seconded: Director Russell

That the staff report regarding the application for a Development Variance Permit submitted by Tyler Lindberg for the property legally described as Lot 8, DL 317, SDYD, Plan KAP50, be received.

Carried.

Moved: Director McGregor Seconded: Director Russell

That the Development Variance Permit application submitted by Tyler Lindberg for the property legally described as Lot 8, DL 317, SDYD, Plan KAP50, to allow a front parcel line variance of 2.41 metres, from 4.5 metres to 2.09 metres, be presented to the Board for consideration with a recommendation of support.

Carried.

590590 BC LTD.
RE: Development Permit
4054 Boat Access, Christina Lake, Electoral Area 'C'
Lot 6, DL 3966s, SDYD, Plan 30234
RDKB File: C-3966s-07256.030

Mark Andison reviewed the application with the committee members. Different types of sewer systems were discussed and it was;

Moved: Director McGregor Seconded: Director Russell

That the staff report regarding the application for a Development Permit submitted by 590590 BC Ltd. for the property legally described as Lot 6, DL 3966s, SDYD, Plan 30234, be received.

Carried.

Staff Report by Donna Dean, Planner
RE: Mt. Baldy - Request for Bylaw Amendments from Strata KAS1840

Mark Andison reviewed the staff report with the committee members. Discussion included sprinkler systems, water supply volume, parking requirements, landscaping requirements and roof design, and it was;

Moved: Director McGregor Seconded: Director Grieve

That the staff report by Donna Dean, Planner, regarding a Request for Bylaw Amendments for the Eagle Residential Area be deferred until Director Bill Baird has the opportunity to discuss this with the committee members.

Carried.

Grant in Aid Update

Moved: Director McGregor Seconded: Director Russell

That the Grant in Aid report be received.

Carried.

Gas Tax Update

Moved: Director McGregor Seconded: Director Grieve

That the Gas Tax report be received.

Carried.

LATE (EMERGENT) ITEMS

DIRECTOR REQUEST FOR STAFF RESOURCES (DISCUSSION)

CLOSED (IN CAMERA) SESSION

ADJOURNMENT

Director Worley adjourned the meeting at 4:55 p.m.

Moved: Director Russell Seconded: Director McGregor

Environmental Services

Minutes
Wednesday, May 28, 2014
RDKB Board Room, Trail, BC

Directors Present
Director R. Cacchioni, Chair
Director G. McGregor
Director P. Cecchini
Director L. Worley
Director M. Rotvold
Director R. Russell

Staff Present:
Alan Stanley, Director of Environmental Services
Lori Ann King, Environmental Services (Recording Secretary)

CALL TO ORDER

Chair Cacchioni called the meeting to order at 4:00 p.m.

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

The Agenda for the Solid Waste Management Plan Monitoring and Steering Committee May 28, 2014 was presented.

Moved: Director Rotvold Seconded: Director McGregor

That the agenda for the May 28, 2014 SWMP Steering and Monitoring Committee meeting be received as presented.

Carried.

MINUTES

Minutes of the April 16, 2014 SWMP Steering and Monitoring Committee meeting.

Moved: Director McGregor Seconded: Director Cecchini

That the minutes of the April 16, 2014 SWMP Steering and Monitoring Committee meeting be received.

Carried.

DELEGATIONS

UNFINISHED BUSINESS

A Staff Report from Tim Dueck, Solid Waste Program Coordinator on the status of the RDKB Solid Waste Management Plan update.

Moved: Director Rotvold Seconded: Director Cecchini

That the RDKB SWMP Steering and Monitoring Committee receive the Staff Report regarding the RDKB Solid Waste Management Plan update.

Carried.

Staff will have a discussion with SNC Lavalin on the two major Scope Change requests of $9,900 for the 'Consultation Timeline Extension' and the $11,700 for the 'Additional Public Consultation Events'.

Director McGregor left the meeting at 4:20 p.m.

NEW BUSINESS

The SWMP Steering and Monitoring Committee held a verbal discussion regarding the RDKB relationship with the provincially mandated stewardship program.

Alan Stanley, General Manager of Environmental Services led the discussion on a number of issues regarding stewardship programs, including:
• A review of the stewardship program evolution from the early 1900's.
• A review of the Ministry of Environment Product Stewardship web page (http://www2.gov.bc.ca/gov/topic.page?id=BEBA70369C274C8FBA4FB42BE828A9EB&title=Product%20Stewardship) that showed each product stewardship plan and the products included

in stewardship programs. Discussion on each plan focused on which plans were working and which plans were not working.
• The option for the RDKB to include statements regarding stewardship plan shortfalls Solid Waste Management Plan (SWMP).
• That the RDKB depots now have separate bins for commercial items, those bins and the unstaffed depots are not covered by MMBC.
• The benefits of clearly defining the RDKB relationship with stewardship programs in the SWMP.
• That Committee members should be prepared to have in depth discussion on stewardship program information that will be included in the draft SWMP.
• That recycling information changes regularly, the best way to find out the current information is the BC Recycling Hotline phone number 1-800-667-4321 and the Recyclepedia Website http://www.rcbc.ca/recyclepedia/search.

LATE (EMERGENT) ITEMS

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

QUESTION PERIOD FOR PUBLIC AND MEDIA

CLOSED (IN CAMERA) SESSION

ADJOURNMENT

There being no further business, the meeting adjourned at 5:03 p.m.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
PUBLIC HEARING MINUTES

Proposed Zoning Bylaw Amendment: Bylaw 1551

Minutes of a Public Hearing for Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1551, 2014 held at 7:00 pm, Monday, June 9, 2014 at the Regional District of Kootenay Boundary Grand Forks Office, 2140 Central Avenue, Grand Forks, BC.

Director Present: Director Roly Russell

Staff Present: Jeff Ginalias, Assistant Planner

Others Present: Applicant Ken Smith and 29 members of the public

Director Russell opened the Public Hearing for proposed amending Bylaw 1551. The Assistant Planner then provided a summary of the amending bylaw.

The Assistant Planner reviewed the following:

- The application and specific parcel under application;
- The new permitted use in the proposed Rural Resource 1A Zone;
- The definition of a 'kennel' and what would be permitted on the property if the zoning is approved; and
- The criteria the Board considers when reviewing a kennel rezoning application.

Director Russell read into the record a written submission in support of the kennel application *(Submission attached)*. He then opened the floor for comments.

Bob DeMaertelaere commented that several members of the Area 'D' Advisory Planning Commission visited the parcel and met with the applicant. He noted the APC was unanimous in their support for the application.

Ten other members of the public spoke in favor of the application.

The immediate neighbor to the south stated there is minimal, if any, noise from the site. Good tree cover blocks out any visual signs of the operation. He supports the application.

Several comments noted the need for boarding kennels in the Grand Forks area.

Two comments stated that this location, rural and close to the highway, is a good location for a kennel.

Regarding the operations, several comments noted that the site is safe, clean and well maintained, and animals are returned healthy, safe and do not appear stressed.

Two comments stated that the operation takes pets on short notice, which is important to them, and charges reasonable rates.

One comment stated that they were familiar with a kennel operation the applicant ran in Alberta for several years, and it was well managed with no complaints against it.

At that point, Director Russell interjected, noted that all the comments were in support of the application and were starting to repeat the same points. He asked if there were comments on concerns or objections to the application. There were none.

Director Russell then summarized the comments. There were comments that the location and layout of the operation seemed appropriate. There were comments on the need for legal kennel operations in rural Grand Forks. There were comments on the safe and healthy conditions of this operation, the quality care, reasonable costs, and the ability and willingness of the applicant to provide care on short notice to a wide mix of dog breeds.

Director Russell asked if any members of the public had comments in addition to the scope of the comments received.

Hearing no further questions or comments, Director Russell closed the Public Hearing at 7:22 P.M.

I hereby certify that this is a fair and accurate record of the nature of representations made at the Public Hearing for Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1551, 2014.

Recording Secretary

Chairperson

Maria Ciardullo

From: v.pearce@telus.net [pearcev@telus.net]
Sent: June-09-14 8:46 AM
To: Maria Ciardullo
Subject: Public hearing proposed zoning amendment bylaw no. 1551

Please accept this e-mail as the support of myself and my husband for the approval of amendment to the above bylaw which would allow JK Kennels to operate. Ken Smith is a very caring and professional dog owner. We do not see why the county would not encourage and support the operation of businesses in the community. Thank you for your time.

Mike and Val Pearce

East End Services Committee
Minutes

Tuesday, June 17, 2014
Trail Board Room

4:30 p.m.

Directors Present

Director A. Grieve - Chair
Director P. Cecchini
Director J. Danchuk
Director R. Cacchioni
Director L. Worley (4:45 p.m.)
Director G. Granstrom

Staff Present:

J. MacLean, Chief Administrative Officer
T. Lenardon, Executive Assistant/Recording Secretary
T. Martin, Regional Fire Chief/Dispatch Manager
D. Derby, Deputy Regional Fire Chief/Emergency Preparedness Program Coordinator
Members of the Kootenay Boundary Regional Fire Services Review Sub-Committee
M. Andison, General Manager of Operations/Deputy Chief Administrative Officer

Call to Order

The Chair called the meeting to order at 4:30 p.m.

Acceptance of the Agenda (additions/deletions)

The agenda for the June 17, 2014 meeting of the East End Services Committee was presented.

The Chair advised that the order of appearance of the delegations would be reversed, and it was;

Moved: Director Cecchini Seconded: Director Danchuk

That the agenda for the June 17, 2014 meeting of the East End Services Committee be adopted as amended.

Carried.

Minutes

The minutes of the East End Services Committee meeting held May 20, 2014 were presented.

Moved: Director Cacchioni Seconded: Director Cecchini

That the minutes of the East End Services Committee meeting held May 20, 2014 be adopted as presented.

Carried.

Delegations

Terry Van Horn, Debbie Nelson and
Don Thompson - Lower Columbia Initiatives Corporation (LCIC)
re: LCIC Marketing Initiatives
(Information Only)

The Chair welcomed Terry Van Horn, Debbie Nelson and Don Thompson to the meeting.

The delegates thanked the Committee members for the opportunity to attend the meeting to share information respecting LCIC sales and marketing activities.

Debbie Nelson introduced herself as a LCIC Board member, Terry van Horn as the LCIC Executive Director and Don Thompson as the Chair of the LCIC Board.

The following summarizes the information regarding the LCIC Marketing Plan as presented by Debbie Nelson via power-point:

1. **Phase 1 Strategy A:** Build awareness of local business/commercial activity, use technology to increase awareness of LCIC and promote LCIC region.
2. **Phase 1 Strategy B:** Use technology to increase awareness of LCIC and promote the LCIC Region "Digital Ambassador".

3. **Phase 2 Strategy A:** Create awareness in local residents about each person's role in contributing to health of community and activities that support role.
4. **Phase 1 Strategy A Goal:** Increase confidence in local economy and create informed ambassadors for the region and optimize the role of web search.
5. **Phase 1 Strategy B Goal:** Optimize the role of web search in promoting the LCIC and region.
6. **Phase 2 Strategy A Goal:** Residents periodically mentally check in with their Community Participation score and perform activities to positively influence the score.
7. **Strategy A Tactics**: include identifying and distributing information, teaching residents and visitors three metrics which communicate a dynamic economy, build confidence and showcase the region and create online Regional Professional Registry.
8. **Strategy A Budget ($20,460):** includes costs to identify and distribute information, teach residents and visitors three metrics, build confidence and showcase the region (program) and an online Regional Professional Registry.
9. **Strategy B Budget ($3,575):** includes costs to optimize Online Search and paid advertising (Google Adwords) placement on Google search results page.
10. **TOTAL BUDGET:** $24,034

Ms. Van Horn advised that presenting the LCIC Marketing Plan to the East End Services Committee is part of larger opportunity. She explained that the LCIC is dedicated to ongoing communication and in the future, wishes to present other programs and LCIC initiatives to the East End Services Committee and member Municipalities.

It was noted that the funds for the Marketing Plan (e.g. $24,035) would be expensed from the remaining $140,000 which has been allocated in the East End Services Committee Budget to the LCIC through the Lower Columbia Community Development Team Society (LCCDTS).

The Chair welcomed the delegates to attend future meetings and thanked them for their presentation and they were excused from the meeting.

Deanne Steven, Tourism Rossland,
re: Update on City of Rossland Public Shuttle Service
(Information Only)

The Chair welcomed Deanne Steven to the meeting.

Ms. Steven thanked the Committee for the opportunity to present an update on the City of Rossland's Public Shuttle Service. She introduced herself advising she is the Executive Director of Tourism Rossland and she explained that the shuttle service is a

partnership between different Rossland businesses and RMI and has had a direct economic impact on the community.

Ms. Steven provided the following information in a power-point presentation:

1. **Usage:** 19,391 passengers transported between December 17/13-April 6/14. 14,222 passengers were residents or seasonal residents and 5,169 were visitors - an average of 170 passengers per day.
2. **Economic Impact:** 2013-14 has been the best winter ever for accommodation revenue.
3. **Survey:** 97% surveyed stated transportation to the Ski Hill should be a priority in future years, 59% would use the service if it cost $2 per trip, achieved carbon reduction of 28.39 tons for the Season, which adds to the goal of becoming a sustainable community and a reduction from 8 impaired driving charges in 2011 to 1 in 2013.

Ms. Steven noted that the shuttle service was established as a pilot project for the 2013/14 Ski Season and she advised that it will be provided again for the 2014/15 Season. She explained that the partners worked well together and in the long-term are open to discussions respecting collaboration with the BC Transit public service.

The Chair thanked Ms. Steven for the presentation.

Unfinished Business

East End Services Committee
Memorandum of Action Items

The East End Services Committee Memorandum of Action Items for the period ending May 31, 2014 was presented.

Moved: Director Cacchioni Seconded: Director Cecchini

That the East End Services Committee Memorandum of Action Items for the period ending May 31, 2014 be received as presented.

Carried.

The Chief Administrative Officer provided an update on the East End Transit Service action items noting that in the near future, BC Transit will provide a report to the

Committee that will address an approach to achieving cost containment. He also noted that there will be no impact or changes to the 2014/15 School Year and that information from School District 20 regarding the reduction in peak hours to students is forthcoming.

The Chief Administrative Officer also provided an update regarding the draft agreement between the RDKB and the Trail and District Arts Council (TDAC) for marketing and promoting the Charles Bailey Theatre. Presently, TDAC is reviewing the draft agreement. Once Staff receive TDAC's response, the agreement will be forwarded to the RDKB Board for endorsement.

CUPE has ratified the 2014-2016 Collective Agreement and is drafting language for a Press Release.

New Business

Director Cecchini
re: Verbal Report
Lower Columbia Initiatives Corporation (LCIC) Activities

Director Cecchini provided a verbal report on the Lower Columbia Initiatives Corporation (LCIC) activities.

Director Cecchini updated the Committee members on the following LCIC activities:

1. The LCIC Marketing Plan will be shared with the member municipalities.
2. Research on other models to deliver economic development is ongoing.
3. Research into future funding partners and other possible funding models so that the East End Economic Development Service will not wholly be funded by taxpayers are also ongoing.

T. Martin - June 13/14
re: Kootenay Boundary Regional Fire Rescue (KBRFR)
2013 Fire Services Review Sub-Committee Report and Recommendations

A report from Terry Martin, Regional Fire Chief and Fire Dispatch Manager regarding the 2013 KBRFR Fire Service Review Sub-Committee's recommendations, prioritization and timelines was presented.

Moved: Director Worley Seconded: Director Granstrom

That the report from Terry Martin, Regional Fire Chief and Fire Dispatch Manager presenting the 2013 Kootenay Boundary Regional District Fire Service Review Sub-Committee's recommendations, prioritization and timelines be received.

Carried.

Chief Martin and Deputy Chief Derby introduced members of the Fire Services Review Sub-Committee who were in attendance at the meeting.

Chief Martin provided a brief summary of the steps that have taken with moving forward with the Fire Services Review recommendations and the Committee's instructions, including the creation of the Sub-Committee since the Kootenay Boundary Regional District Fire Services Review document was presented by Dave Mitchell and Associates Ltd. on February 18th. He noted that the Fire Services Review Sub-Committee has held five meetings and pursuant to direction from the Committee, has developed a document that includes 1) prioritized recommendations, 2) additional recommendations from the Executive Summary, 3) financial impacts of the recommendations, and 4) staff positions in order of priority.

Director Cacchioni thanked the Sub-Committee for the work completed to date. He requested that to assist member Municipal Councils and the public understand the implications of the recommendations, that the information from the Sub-Committee Fire Services Review Recommendations document be compiled in a spreadsheet and that the spreadsheet also include short-term and long-term costs (including low cost, no cost etc.) and timelines for implementation of each recommendation. The spreadsheet should also include the financial implications to the Budget in the year of implementation so that the public will be aware of the additional taxation that is a result of the fire service recommendation(s).

Director Granstrom requested that the spreadsheet also illustrate the benefits of implementing the recommendations.

Chief Martin advised that the recommendations regarding a training facility will be managed in partnership with Teck Metals Ltd.

Deputy Chief Derby explained that Staff have been investigating other possible partners for the training facility and will be engaging in conversations with FortisBC, dam operators, Celgar and contractors working at Teck. He cautioned that access to the training facility on a regular basis is critical and therefore, the facility should be located in the immediate local area.

After further discussion regarding the fire Services Review recommendations, it was;

Moved: Director Cacchioni Seconded: Director Granstrom

That for the next East End Services Committee meeting that Staff present a spreadsheet that illustrates the priority, cost to taxpayers and timelines for implementation of each recommendation with the timeline showing which recommendation(s) will be implemented in the short-term and those that will be implemented in the longer-term as well as the financial impact(s) to the Fire Service Budgets in the year(s) of implementation. **FURTHER** that Staff also include an Executive Summary illustrating the benefits of, and what will be achieved by the implementation of the recommendations. **FURTHER** that Staff also investigate other possible partnerships for the Training Centre.

Carried.

There was a brief discussion regarding the cost of fire services delivered in other communities in comparison with the costs of the KBRFR Service.

After further review of this matter, it was;

Moved: Director Granstrom Seconded: Director Danchuk

That Staff be directed to investigate the costs of fire services that are delivered in other communities in the local area which are similar in size and nature as that of the KBRFR Service area and to report back to the Committee at the next meeting.

Carried.

(Directors Worley and Cacchioni opposed)

The Chair thanked Chief Martin, Deputy Chief Derby and the Sub-Committee members for their attendance and information and they were excused from the meeting.

BC Transit
re: West Kootenay Ridership and
Revenue by Route Report

The BC Transit Ridership and Revenue by Route Report for the year ending March 31, 2014 and for the first two months of fiscal 2014 (April and May 2014) was presented.

Moved: Director Worley Seconded: Director Cacchioni

That the West Kootenay Ridership and Revenue by Route Report for the year ending March 31, 2014 and for the first two months of fiscal 2014 (April and May 2014) be received.

Carried.

Late (Emergent) Items

There were no late emergent items to discuss

Discussion of items for future agendas

Meeting Schedule

The Chair advised that the meeting schedule for July and August will be at the Call of the Chair. Notices of Meetings and agendas will be distributed accordingly.

Question Period for Public and Media

A Question Period was not necessary.

Closed (In camera) Session

A Closed Session was not required.

Adjournment

There being no further business, it was;

Moved: Director Granstrom

That the meeting be adjourned (time: 5:25 p.m.)

Carried.

TL

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

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Supplier : 084010 To ZUC010
Cheque Dt. : 01-May-2014 To 31-May-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
42654	01-May-2014	ABE030	ABELL PEST CONTROL	Cleared	172	C	147.00
42655	01-May-2014	ACC050	ACCURA ALARMS SECURITY SERVICE	Cleared	172	C	246.75
42656	01-May-2014	ALM010	ALMOND MOUNTAIN JANITORIAL	Cleared	172	C	236.25
42657	01-May-2014	ARR010	ARROW BUILDING SUPPLY	Cleared	172	C	12.38
42658	01-May-2014	BAC030	BACH, IVAN	Cleared	172	C	70.00
42659	01-May-2014	BAL050	BALDWIN, BRIAN	Issued	172	C	26.50
42660	01-May-2014	BCT030	BC TRANSIT	Issued	172	C	133,290.00
42661	01-May-2014	BEA130	BEAVER VALLEY LIBRARY	Cleared	172	C	14,797.00
42662	01-May-2014	BEL020	BELLA TIRE SERVICE CENTRE LTD.	Cleared	172	C	73.92
42663	01-May-2014	BIG050	BIG WHITE CENTRAL RESERVATIONS LTD.	Cleared	172	C	3,310.85
42664	01-May-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	172	C	49.00
42665	01-May-2014	BLA130	BLATCHFORD, MAY I.	Cleared	172	C	146.68
42666	01-May-2014	BRA110	BRACE, KENNETH ELGIN	Cleared	172	C	92.29
42667	01-May-2014	BRI001	BRINK'S CANADA LIMITED	Cleared	172	C	283.92
42668	01-May-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	172	C	4,816.00
42669	01-May-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	172	C	237.70
42670	01-May-2014	CAS040	CASINO RECREATION	Cleared	172	C	7,330.00
42671	01-May-2014	CEN060	CENTRAL KOOTENAY REGIONAL FIRE SERVI	Issued	172	C	700.00
42672	01-May-2014	CEN140	CENTURY MANUFACTURING CORPORATION	Cleared	172	C	132.82
42673	01-May-2014	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Cleared	172	C	340.00
42674	01-May-2014	CHR270	CHRISTINA LAKE NEWS	Cleared	172	C	28.00
42675	01-May-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO(	Cleared	172	C	10,000.00
42676	01-May-2014	CIB010	CIBC VISA	Cleared	172	C	22,922.05
42677	01-May-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	172	C	39.76
42678	01-May-2014	CIV020	CIVICINFO BC	Cleared	172	C	786.45
42679	01-May-2014	CLA130	CLARITY DEVELPMENT CONSULTING INC.	Cleared	172	C	525.00
42680	01-May-2014	COM060	COMPLETE CLIMATE CONTROL INC.	Cleared	172	C	4,908.45
42681	01-May-2014	CON140	CONNELL, NICOLE	Cleared	172	C	21.55
42682	01-May-2014	COR010	CORAL ENVIRONMENTS LTD.	Cleared	172	C	421.58
42683	01-May-2014	DEB020	DE BOECK, ALEX	Cleared	172	C	250.00
42684	01-May-2014	DEL070	DELL CANADA INC	Cleared	172	C	956.49
42685	01-May-2014	DEV060	DEVOS, MARTIN	Cleared	172	C	194.29
42686	01-May-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	172	C	977.59
42687	01-May-2014	DIR010	DIRECT SOLUTIONS	Cleared	172	C	780.64
42688	01-May-2014	DOY030	DOYLE, LARRY	Cleared	172	C	23.81
42689	01-May-2014	DRA030	DRAKE, JULIE	Cleared	172	C	194.29
42690	01-May-2014	ELL003	ELLINGSON, BERNIE	Cleared	172	C	500.00
42691	01-May-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	172	C	22,094.54
42692	01-May-2014	EVE040	EVERS, SASKIA	Cleared	172	C	86.23
42693	01-May-2014	FAR020	FARNUM, CARRIE	Cleared	172	C	65.72
42694	01-May-2014	FER001	FERRARO FOODS	Cleared	172	C	253.07
42695	01-May-2014	FER130	FERRARO, BRIDGET	Cleared	172	C	92.95
42696	01-May-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	172	C	679.70
42697	01-May-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	172	C	1,440.73
42698	01-May-2014	FOS090	FOSTER, BOYD	Cleared	172	C	250.00
42699	01-May-2014	GAT040	GATTAFONI, CARMEN	Cleared	172	C	32.38
42700	01-May-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	172	C	123.07
42701	01-May-2014	GIL030	GILLMOR, NANCY	Cleared	172	C	121.28
42702	01-May-2014	GOD030	GODSMAN, KAREN	Cleared	172	C	250.00
42703	01-May-2014	GOL100	GOLDSBURY, CORRIE	Cleared	172	C	247.00
42704	01-May-2014	GRA055	GRAND FORKS RENOVATION CENTRE LTD.	Cleared	172	C	204.36
42705	01-May-2014	GST010	GREG STERLING	Cleared	172	C	930.00
42706	01-May-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	172	C	640.92
42707	01-May-2014	HEW010	HEWER, FLORENCE ELLEN	Cleared	172	C	500.00

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
42708	01-May-2014	HIR010	HIRAM, JANICE	Cleared	172	C	217.00
42709	01-May-2014	HIT010	HITCHMAN, FRANK	Cleared	172	C	500.00
42710	01-May-2014	HOM010	HOME DEPOT CREDIT SERVICES	Cleared	172	C	141.82
42711	01-May-2014	HSL010	HSL BUILDING MAINTENANCE	Cleared	172	C	500.00
42712	01-May-2014	INF030	INFOSAT COMMUNICATIONS	Cleared	172	C	872.80
42713	01-May-2014	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Cleared	172	C	49.47
42714	01-May-2014	INT040	INTEGRA TIRE AUTO CENTRE	Cleared	172	C	98.56
42715	01-May-2014	INT140	INTERIOR HEALTH	Cleared	172	C	250.00
42716	01-May-2014	JET010	JET ICE LIMITED	Cleared	172	C	3,559.95
42717	01-May-2014	KLE025	CLAUDIA, KLEY	Cleared	172	C	173.00
42718	01-May-2014	KOO015	KOOTENAY COLUMBIA TRAILS SOCIETY	Cleared	172	C	2,000.00
42719	01-May-2014	KOV010	KOVACS, MARGARET A.	Cleared	172	C	55.99
42720	01-May-2014	KSS001	K.S. SIRENS	Cleared	172	C	196.00
42721	01-May-2014	LAN030	BC LAND TITLE & SURVEY AUTHORITY	Cleared	172	C	47.40
42722	01-May-2014	LEN002	LENARDON, THERESA	Cleared	172	C	120.00
42723	01-May-2014	LOR010	LORDCO PARTS LTD.	Cleared	172	C	1,162.60
42724	01-May-2014	LUD001	LUDWAR, CORA	Cleared	172	C	892.77
42725	01-May-2014	MAC100	MACKEY, JOHN	Cleared	172	C	78.36
42726	01-May-2014	MAC110	MACLEOD, RITA	Cleared	172	C	24.57
42727	01-May-2014	MAL001	MALLACH, ANDY	Cleared	172	C	2,000.00
42728	01-May-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	172	C	144.15
42729	01-May-2014	MIN030	MINISTER OF FINANCE	Cleared	172	C	8,720.75
42730	01-May-2014	MIN040	MINISTER OF FINANCE	Cleared	172	C	248.15
42731	01-May-2014	MIS050	MISKULIN, PAUL	Cleared	172	C	41.34
42732	01-May-2014	MOU004	MOUNTAIN TRANSPORT INSTITUTE LTD.	Cleared	172	C	250.00
42733	01-May-2014	NIM010	NIMBLEWEAR SPORTS CANADA	Cleared	172	C	5,644.80
42734	01-May-2014	PAC020	PACIFIC BLUE CROSS	Cleared	172	C	30,757.85
42735	01-May-2014	PAR120	PART EVIL CUSTOM AUTOS LTD.	Issued	172	C	57.89
42736	01-May-2014	PIN040	PINEGROVE AUTO & SMALL ENGINE REPAIR	Cleared	172	C	484.75
42737	01-May-2014	PLA020	PLANNING INSTITUTE OF BC	Cleared	172	C	645.75
42738	01-May-2014	PLO070	PLOTNIKOFF, HAZEL	Cleared	172	C	250.00
42739	01-May-2014	PRO025	PROACTIVE FITNESS LTD.	Cleared	172	C	84.00
42740	01-May-2014	REC500	RECEIVER GENERAL FOR CANADA	Cleared	172	C	1,050.00
42741	01-May-2014	RIC010	RICOH CANADA INC.	Cleared	172	C	8,200.71
42742	01-May-2014	RIT030	RITCHIE, NICOLE	Cleared	172	C	206.57
42743	01-May-2014	ROD060	RODGER, COLLEYNE M.	Cleared	172	C	19.43
42744	01-May-2014	ROG001	ROGERS	Cleared	172	C	149.25
42745	01-May-2014	ROS450	ROSS, ANDREA	Cleared	172	C	12.28
42746	01-May-2014	SEC030	SECURE BY DESIGN	Cleared	172	C	44.80
42747	01-May-2014	SHA030	SHAW CABLE	Cleared	172	C	823.08
42748	01-May-2014	SHE040	SHELL CANADA PRODUCTS	Cleared	172	C	300.28
42749	01-May-2014	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Issued	172	C	7,437.00
42750	01-May-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	172	C	125.44
42751	01-May-2014	SQX010	SQX DANZA	Cleared	172	C	720.00
42752	01-May-2014	SWA070	SWANSON, LORI	Cleared	172	C	101.57
42753	01-May-2014	TAY002	TAYLOR, MARG	Issued	172	C	40.00
42754	01-May-2014	TEA020	TEASDALE, BRYAN	Cleared	172	C	120.00
42755	01-May-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	172	C	183.80
42756	01-May-2014	TEL002	TELUS MOBILITY	Cleared	172	C	175.49
42757	01-May-2014	TER010	TERRA NOVA MOTOR INN	Cleared	172	C	185.38
42758	01-May-2014	THE140	THE WOODEN SPOON BISTRO & BAKE SHOF	Cleared	172	C	215.89
42759	01-May-2014	THE410	THE BOUNDARY SENTINEL	Cleared	172	C	200.00
42760	01-May-2014	TOO010	TOOL TIME SUPPLIES LTD.	Cleared	172	C	137.90

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42761	01-May-2014	UBC020	UBCM	Cleared	172	C	54.75
42762	01-May-2014	UBC020	UBCM	Cleared	172	C	54.75
42763	01-May-2014	VAB010	VAB ENTERPRISES	Cleared	172	C	682.50
42764	01-May-2014	VAL070	VALUE DRUG MART	Cleared	172	C	26.21
42765	01-May-2014	VER080	VERSA-TASK SERVICES	Cleared	172	C	150.00
42766	01-May-2014	VIN020	VINCENT HELTON & ASSOC. LTD.	Cleared	172	C	338.89
42767	01-May-2014	VIS050	VISTA RADIO LTD.	Cleared	172	C	476.70
42768	01-May-2014	WAL002	WALSH, FERN	Cleared	172	C	50.00
42769	01-May-2014	WAL080	WAL MART CANADA CORP	Cleared	172	C	116.47
42770	01-May-2014	WAL090	WALKER, KELLY	Cleared	172	C	49.50
42771	01-May-2014	WEN020	WENMAN, KEVIN, N.	Issued	172	C	44.72
42772	01-May-2014	WES100	WESCO	Cleared	172	C	138.56
42773	01-May-2014	WES110	WESTERN GROUP SIGNS & SCREENPRINTI	Cleared	172	C	100.80
42774	01-May-2014	WES320	WEST KOOTENAY PEST CONTROL	Cleared	172	C	115.76
42775	01-May-2014	XER010	XEROX CANADA LTD.	Cleared	172	C	608.65
42781	07-May-2014	ACC050	ACCURA ALARMS SECURITY SERVICE	Cleared	181	C	78.75
42782	07-May-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	181	C	26.74
42783	07-May-2014	AND040	ANDREW SHERET LTD.	Cleared	181	C	19.38
42784	07-May-2014	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Cleared	181	C	761.60
42785	07-May-2014	BAB020	BA BENSON & SONS	Cleared	181	C	138.36
42786	07-May-2014	BAL020	BALDY BOBCAT SERVICES	Cleared	181	C	328.13
42787	07-May-2014	BCM020	B.C. MUNICIPAL SAFETY ASSOCIATION	Cleared	181	C	1,575.00
42788	07-May-2014	BEA026	BEAVERDELL GENERAL STORE	Cleared	181	C	105.25
42789	07-May-2014	BEL070	BELL MEDIA RADIO GP	Cleared	181	C	210.00
42790	07-May-2014	BIG060	BIG WHITE SKI RESORT LTD.	Cleared	181	C	956.03
42791	07-May-2014	BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	Cleared	181	C	566.26
42792	07-May-2014	BRA030	BRANDT TRACTOR	Cleared	181	C	202.01
42793	07-May-2014	BUR090	BURGET, BETH, A.	Cleared	181	C	68.83
42794	07-May-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	181	C	6,445.60
42795	07-May-2014	BVT010	BV TOOL RENTALS (2011) LTD.	Cleared	181	C	1,096.42
42796	07-May-2014	CAC020	CACCHIONI, ROBERT CAESAR	Cleared	181	C	218.48
42797	07-May-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	181	C	508.56
42798	07-May-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	181	C	323.28
42799	07-May-2014	CAN170	CANADA POST CORP	Cleared	181	C	2,747.71
42800	07-May-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Cleared	181	C	78.65
42801	07-May-2014	CAR012	CARO ANALYTICAL SERVICES	Cleared	181	C	2,697.77
42802	07-May-2014	CAS016	CASCADES RECOVERY INC.	Cleared	181	C	3,023.87
42803	07-May-2014	CEC010	CECCHINI, PATRICIA	Cleared	181	C	50.00
42804	07-May-2014	CHE050	CHERRY HILL COFFEE INC.	Cleared	181	C	231.70
42805	07-May-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	181	C	43.53
42806	07-May-2014	CIV030	CIVIL-TECH SERVICES LTD.	Cleared	181	C	7,245.00
42807	07-May-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	181	C	202.50
42808	07-May-2014	COL024	COLUMBIA TRUCK CENTERS	Cleared	181	C	18.52
42809	07-May-2014	COM220	COMMERCIAL MAINTENANCE CHEMICAL CO	Cleared	181	C	995.00
42810	07-May-2014	COO050	COOKSON MOTORS LTD.	Cleared	181	C	549.37
42811	07-May-2014	COR100	CORDILLERAN ECOLOGICAL	Cleared	181	C	5,801.25
42812	07-May-2014	CRO060	CROCKETT, BERT	Cleared	181	C	218.48
42813	07-May-2014	DAN090	DANCHUK, JOE	Cleared	181	C	50.00
42814	07-May-2014	OPU010	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Cleared	181	C	9,026.35
42815	07-May-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	181	C	3,165.06
42816	07-May-2014	DOM010	DOMMASCH, RON	Cleared	181	C	100.00
42817	07-May-2014	ECO080	ECO/LOGIC ENVIRONMENTAL	Cleared	181	C	8,512.49
42818	07-May-2014	ENV010	ENVIRONMENTAL OPERATORS CERTIFICATI	Cleared	181	C	84.00

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42819	07-May-2014	FED010	FEDERATION OF CANADIAN MUNICIPALITIES	Cleared	181	C	5,129.60
42820	07-May-2014	FIR060	FIRE PREVENTION OFFICERS ASSOCIATION	Cleared	181	C	84.00
42821	07-May-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	181	C	19,397.54
42822	07-May-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	181	C	4,528.94
42823	07-May-2014	FOU080	FOUR STAR COMMUNICATIONS INC.	Cleared	181	C	229.95
42824	07-May-2014	FRE100	FREEMAN, CHAD, R.	Cleared	181	C	93.60
42825	07-May-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	181	C	841.77
42826	07-May-2014	GAL060	GALLOWAY, GORDON	Cleared	181	C	1,500.00
42827	07-May-2014	GIN010	GINALIAS, JEFFREY, L	Cleared	181	C	57.85
42828	07-May-2014	GRA010	CITY OF GRAND FORKS	Cleared	181	C	1,846.31
42829	07-May-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	181	C	101.96
42830	07-May-2014	GRA100	GRAND FORKS GLASS	Cleared	181	C	828.80
42831	07-May-2014	GRE030	GREYHOUND COURIER EXPRESS	Cleared	181	C	256.01
42832	07-May-2014	GRE080	GRESLEY-JONES, KEN	Cleared	181	C	200.00
42833	07-May-2014	GRI010	GRIEVE, ALI K.	Cleared	181	C	50.00
42834	07-May-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	181	C	3,777.98
42835	07-May-2014	HAC020	HACH SALES AND SERVICE CANADA LTD.	Cleared	181	C	837.98
42836	07-May-2014	HAL010	HALL PRINTING	Cleared	181	C	1,752.06
42837	07-May-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	181	C	1,404.54
42838	07-May-2014	HEA020	HEAVY METAL CO.	Cleared	181	C	332.85
42839	07-May-2014	INS010	INSURANCE CORPORATION OF BC	Cleared	181	C	75.00
42840	07-May-2014	INS050	INSIGHT CANADA INC	Cleared	181	C	372.74
42841	07-May-2014	INT017	INTERSTATE BATTERIES	Cleared	181	C	45.89
42842	07-May-2014	JJH010	J.J.H. ENTERPRISES	Cleared	181	C	2,343.60
42843	07-May-2014	JOH012	JOHNSON, KIM, IN TRUST	Cleared	181	C	151.86
42844	07-May-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	181	C	630.00
42845	07-May-2014	KAL040	KAL TIRE	Cleared	181	C	31.36
42846	07-May-2014	KAR010	KARATE B.C. TRAIL TRADITIONAL KARATE	Cleared	181	C	4,500.00
42847	07-May-2014	KEL030	CITY OF KELOWNA	Cleared	181	C	1,165.25
42848	07-May-2014	KET010	KETTLE RIVER ECHO	Cleared	181	C	40.00
42849	07-May-2014	KET170	KETTLE VALLEY WASTE LTD.	Cleared	181	C	653.63
42850	07-May-2014	KET180	KETTLE, ALBERT	Cleared	181	C	174.80
42851	07-May-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	181	C	84.00
42852	07-May-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	181	C	166.95
42853	07-May-2014	KSS001	K.S. SIRENS	Cleared	181	C	40.10
42854	07-May-2014	LAN010	LAND TITLE & SURVEY AUTHORITY OF BC	Cleared	181	C	24.20
42855	07-May-2014	LOC050	LOCAL GOVERNMENT MANAGEMENT ASSOC	Cleared	181	C	446.25
42856	07-May-2014	LOR010	LORDCO PARTS LTD.	Cleared	181	C	285.72
42857	07-May-2014	MAC100	MACKEY, JOHN	Cleared	181	C	19.81
42858	07-May-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	181	C	370.53
42859	07-May-2014	MCD040	MCDONALD, KREESHA	Cleared	181	C	436.38
42860	07-May-2014	MCG002	MCGREGOR, GRACE	Cleared	181	C	1,162.09
42861	07-May-2014	MIN040	MINISTER OF FINANCE	Cleared	181	C	4,082.63
42862	07-May-2014	MIN090	MINISTER OF FINANCE	Cleared	181	C	17,138.18
42863	07-May-2014	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Cleared	181	C	670.95
42864	07-May-2014	MOH020	MOHAWK CANADA LTD.	Cleared	181	C	3,188.30
42865	07-May-2014	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	Cleared	181	C	64.54
42866	07-May-2014	MOU004	MOUNTAIN TRANSPORT INSTITUTE LTD.	Cleared	181	C	750.00
42867	07-May-2014	NIC015	NICLAND FILTER SERVICE LTD.	Cleared	181	C	417.86
42868	07-May-2014	OKT010	OK TIRE STORE	Cleared	181	C	869.08
42869	07-May-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	181	C	168.15
42870	07-May-2014	PAR050	PARSLOW LOCK & SAFE	Cleared	181	C	8.68
42871	07-May-2014	PET010	PETRO CANADA	Cleared	181	C	7,495.71

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Bank : 1	CIBC Bank - General						
42872	07-May-2014	PHA010	PHARMASAVE NO 106	Cleared	181	C	8.94
42873	07-May-2014	PLA100	PLANET CLEAN	Cleared	181	C	146.53
42874	07-May-2014	POW100	POWER TECH ELECTRIC LTD.	Cleared	181	C	277.20
42875	07-May-2014	PUR020	PUROLATOR COURIER LTD.	Cleared	181	C	440.45
42876	07-May-2014	RAC010	RACE TRAC FUELS	Cleared	181	C	1,291.96
42877	07-May-2014	REB001	REBELATO MORNING PERK	Cleared	181	C	422.34
42878	07-May-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	181	C	78,252.87
42879	07-May-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Cleared	181	C	28,343.44
42880	07-May-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	181	C	2,215.74
42881	07-May-2014	ROT030	ROTVOLD, MARGUERITE	Cleared	181	C	109.80
42882	07-May-2014	SEC040	SECURIGUARD SERVICES LIMITED	Cleared	181	C	20,603.73
42883	07-May-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	181	C	181.22
42884	07-May-2014	SEN060	SENIOR CITIZEN'S ASSOC. BRANCH #68	Cleared	181	C	100.00
42885	07-May-2014	SKE010	SK ELECTRONICS LTD.	Cleared	181	C	2,844.53
42886	07-May-2014	SLR010	SLR CONSULTING (CANADA) LTD.	Cleared	181	C	16,173.68
42887	07-May-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	181	C	72.80
42888	07-May-2014	SUP170	SUPER SAVE DISPOSAL INC.	Cleared	181	C	11,705.44
42889	07-May-2014	TAY020	TAYLOR, BRIAN	Cleared	181	C	660.04
42890	07-May-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	181	C	15,315.62
42891	07-May-2014	TEL002	TELUS MOBILITY	Cleared	181	C	3,712.40
42892	07-May-2014	TER080	TERRY'S TOWING SERVICE	Cleared	181	C	159.70
42893	07-May-2014	THE010	THE SOURCE	Cleared	181	C	44.79
42894	07-May-2014	TOM040	TOMASHEWSKY, ROSANNE	Cleared	181	C	41.60
42895	07-May-2014	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Cleared	181	C	25.74
42896	07-May-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	181	C	66.51
42897	07-May-2014	TRU040	TRUE CONSULTING GROUP	Cleared	181	C	1,512.00
42898	07-May-2014	UNI008	UNIFAB INDUSTRIES LTD.	Cleared	181	C	159.65
42899	07-May-2014	VAL020	VALKYRIE LAW GROUP LLP	Cleared	181	C	8,459.48
42900	07-May-2014	VAL130	VALLEN	Cleared	181	C	501.55
42901	07-May-2014	VAN030	VANDERNIET, CASE	Cleared	181	C	190.00
42902	07-May-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Cleared	181	C	423.36
42903	07-May-2014	VIS050	VISTA RADIO LTD.	Cleared	181	C	1,953.00
42904	07-May-2014	VIT001	VITALAIRE	Cleared	181	C	484.75
42905	07-May-2014	WAL004	WALLACE, KATHY	Issued	181	C	50.00
42906	07-May-2014	WAN050	WANETA AUTO AND EQUIPMENT REPAIR INC	Cleared	181	C	447.76
42907	07-May-2014	WHO010	WHOLESALE FIRE & RESCUE LTD.	Cleared	181	C	3,855.62
42908	07-May-2014	WOR100	WORLEY, LINDA	Cleared	181	C	558.52
42909	07-May-2014	XPC010	XP CONTRACTING	Cleared	181	C	5,752.85
42910	07-May-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	181	C	149.08
42911	07-May-2014	ZON020	ZONE WEST ENTERPRISES LTD.	Cleared	181	C	405.72
42912	15-May-2014	AND060	ANDISON, R. MARK	Cleared	185	C	736.38
42913	15-May-2014	BCS006	B.C. SENIORS GAMES SOCIETY - ZONE 6	Cleared	185	C	800.00
42914	15-May-2014	BEA025	BEAVER CREEK SOCCER PARK SOCIETY	Cleared	185	C	2,500.00
42915	15-May-2014	BEA045	BEAVER VALLEY LANES	Cleared	185	C	500.00
42916	15-May-2014	BIK001	BIKE TO WORK WEEK 2014	Cleared	185	C	2,000.00
42917	15-May-2014	BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	Cleared	185	C	17,000.00
42918	15-May-2014	BOU036	BOUNDARY COUNTRY REGIONAL CHAMBER	Cleared	185	C	4,500.00
42919	15-May-2014	BOU171	BOUNDARY CREEK TIMES	Issued	185	C	262.50
42920	15-May-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO(	Cleared	185	C	13,750.00
42921	15-May-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO(	Issued	185	C	3,250.00
42922	15-May-2014	CIB010	CIBC VISA	Cleared	185	C	4,436.74
42923	15-May-2014	DEN060	DENKOVSKI, GORAN	Cleared	185	C	67.75
42924	15-May-2014	DIS070	DISCOVER ROCK CREEK SOCIETY	Issued	185	C	25.00

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
42925	15-May-2014	FAT020	FATHERS DAY CHARITY GOLF	Cleared	185	C	600.00
42926	15-May-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	185	C	1,100.00
42927	15-May-2014	GAR050	GARDNER, DOREEN	Cleared	185	C	53.76
42928	15-May-2014	GRA180	GRAND FORKS INTERNATIONAL BASEBALL T	Issued	185	C	700.00
42929	15-May-2014	GRE028	GREENWOOD BOARD OF TRADE	Issued	185	C	1,300.00
42930	15-May-2014	GRE090	GREENWOOD COMMUNITY ASSOCIATION	Cleared	185	C	800.00
42931	15-May-2014	GRE100	GREENWOOD VOLUNTEER FIRE DEPARTME	Issued	185	C	3,500.00
42932	15-May-2014	JAM035	JAMIESON, DAN	Cleared	185	C	169.75
42933	15-May-2014	KIN040	KING EDWARD MASONIC LODGE NO. 28	Issued	185	C	600.00
42934	15-May-2014	KOO080	K.B.R.H.D.	Cancelled	200	C	0.00
42935	15-May-2014	LOW020	LOWER COLUMBIA COMMUNITY DEVELOPMI	Cleared	185	C	2,571.00
42936	15-May-2014	OKA160	OKANAGAN FILM COMMISSION	Cleared	185	C	5,000.00
42937	15-May-2014	PHO001	PHOENIX FOUNDATION OF THE BOUNDARY	Issued	185	C	1,000.00
42938	15-May-2014	POS040	POSTNIKOFF, NANCY	Cleared	185	C	126.00
42939	15-May-2014	RIV020	RIVERVALE RECREATION	Issued	185	C	4,589.54
42940	15-May-2014	RIV110	RIVERSIDE ART SOCIETY	Cleared	185	C	385.00
42941	15-May-2014	ROS009	ROSSLAND GOLDEN CITY DAYS	Issued	185	C	1,500.00
42942	15-May-2014	SEQ010	SEQUOIA FUELS LTD.	Cleared	185	C	7,865.45
42943	15-May-2014	SUN025	SUNWIND SOLAR INDUSTRIES INC.	Cleared	185	C	303.33
42944	15-May-2014	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Cleared	185	C	120.94
42945	15-May-2014	TRA027	TRAIL UNITED CHURCH	Cleared	185	C	65.00
42946	15-May-2014	WAT150	WATSON, JERRY	Issued	185	C	1,023.75
42947	15-May-2014	WES035	WESTERN FINANCIAL GROUP FRUITVALE	Issued	185	C	100.00
42948	15-May-2014	WIL150	WILKINSON, RAY	Cleared	185	C	70.00
42955	22-May-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	199	C	54.64
42956	22-May-2014	ACK020	ACKLANDS-GRAINGER INC.	Cleared	199	C	142.00
42957	22-May-2014	AHL010	AHLSTROM, ETHAN	Issued	199	C	194.29
42958	22-May-2014	AIR001	AIR LIQUIDE CANADA INC.	Issued	199	C	17.81
42959	22-May-2014	ALL150	ALLEN, MARK	Issued	199	C	42.86
42960	22-May-2014	ALP002	ALPINE SIGNS & GRAPHICS	Cleared	199	C	84.00
42961	22-May-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	199	C	367.91
42962	22-May-2014	ALV010	AL-VA IRRIGATION LTD.	Issued	199	C	168.00
42963	22-May-2014	ARS010	ARSENAULT, DARRYL	Issued	199	C	236.08
42964	22-May-2014	BAI030	BAIRD, BILL	Cleared	199	C	600.00
42965	22-May-2014	BEA020	BEAVER FALLS MACHINING LTD	Cleared	199	C	683.20
42966	22-May-2014	BET001	THE BETTER BOOK	Cleared	199	C	337.05
42967	22-May-2014	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Issued	199	C	256.00
42968	22-May-2014	BIG030	BIG WHITE WATER UTILITY LTD.	Issued	199	C	48.18
42969	22-May-2014	BIG060	BIG WHITE SKI RESORT LTD.	Issued	199	C	1,119.44
42970	22-May-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	199	C	3,237.15
42971	22-May-2014	BOU070	BOUNDARY HOME BUILDING CENTRE	Cleared	199	C	5.60
42972	22-May-2014	BOU320	BOUTIN, KYLE	Issued	199	C	52.45
42973	22-May-2014	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Cleared	199	C	1,225.80
42974	22-May-2014	BRO015	BROWN, JASON	Issued	199	C	361.91
42975	22-May-2014	BRO070	BROWN, MICHELLE	Issued	199	C	194.29
42976	22-May-2014	BRY020	BRYANT, LIL	Cleared	199	C	32.00
42977	22-May-2014	BVC001	BV COMMUNICATIONS LTD.	Issued	199	C	1,179.87
42978	22-May-2014	BVT010	BV TOOL RENTALS (2011) LTD.	Issued	199	C	224.00
42979	22-May-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	199	C	41.59
42980	22-May-2014	CAN015	CANWEST FIRE SERVICES	Issued	199	C	679.32
42981	22-May-2014	CAN110	CANADIAN RED CROSS SOCIETY	Cleared	199	C	127.61
42982	22-May-2014	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Cleared	199	C	3,899.73
42983	22-May-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	199	C	313.07

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
42984	22-May-2014	CAR016	CARTER, BRAD	Issued	199	C	14.29
42985	22-May-2014	CAS001	CASCADIA SPORT SYSTEMS INC.	Cleared	199	C	2,745.33
42986	22-May-2014	CGA010	CGA ASSOCIATION OF BC	Cleared	199	C	717.84
42987	22-May-2014	CHR003	CHRISTMAN, MARTIN RUSSELL	Cleared	199	C	450.00
42988	22-May-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO(	Issued	199	C	13,750.00
42989	22-May-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	199	C	87.06
42990	22-May-2014	CLA020	CLARK FREIGHTWAYS	Cleared	199	C	136.82
42991	22-May-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	199	C	202.50
42992	22-May-2014	COM013	COMMERCIAL SOLUTIONS INC.	Cleared	199	C	22.10
42993	22-May-2014	COM020	COMMISSIONAIRES BRITISH COLUMBIA	Cleared	199	C	9,030.00
42994	22-May-2014	COM060	COMPLETE CLIMATE CONTROL INC.	Cleared	199	C	3,150.45
42995	22-May-2014	CON020	CONCEPT CONTROLS INC.	Cleared	199	C	212.80
42996	22-May-2014	COO100	COOPER MEDICAL SUPPLIES LTD.	Cleared	199	C	17.45
42997	22-May-2014	COR130	CORMACK, CHRISTOPHER	Issued	199	C	53.75
42998	22-May-2014	CRE030	CREATIVE CUSTOM EMBROIDERY	Issued	199	C	1,008.00
42999	22-May-2014	DAI001	DAINES, MARK	Cancelled	212	C	0.00
43000	22-May-2014	DAL070	DALEY, CHRISTOPHER	Issued	199	C	230.00
43001	22-May-2014	DAN090	DANCHUK, JOE	Cleared	199	C	600.00
43002	22-May-2014	DAV140	DAVIES, DEBBIE	Cleared	199	C	34.86
43003	22-May-2014	DEL070	DELL CANADA INC	Cleared	199	C	3,951.13
43004	22-May-2014	DER030	DERBY, DANIEL, J.	Cleared	199	C	310.00
43005	22-May-2014	DES020	DESIGN GROUP MARKETING (CANADA) LTD.	Issued	199	C	81.76
43006	22-May-2014	DUN090	DUNNEBACKE, MARJORIE	Issued	199	C	9.52
43007	22-May-2014	ECO030	ECO-CLEAN DRY CLEANING SERVICES	Cleared	199	C	165.54
43008	22-May-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	199	C	1,230.60
43009	22-May-2014	FAR030	FARMCO SALES LTD	Cleared	199	C	666.52
43010	22-May-2014	FED020	FEDERATED CO-OPERATIVES LTD.	Issued	199	C	811.99
43011	22-May-2014	FER001	FERRARO FOODS	Issued	199	C	195.80
43012	22-May-2014	FIR020	FIRST REGISTRY SERVICES LTD.	Cleared	199	C	25.35
43013	22-May-2014	FIR040	FIREFIGHTERS ASSOCIATION	Issued	199	C	3,564.50
43014	22-May-2014	FIR190	FIRE SAFETY CANADA	Issued	199	C	1,432.99
43015	22-May-2014	FIR200	FIRST TRUCK CENTRE VANCOUVER INC.	Cleared	199	C	82.60
43016	22-May-2014	FIV030	FIVE STAR UNIFORMS	Cleared	199	C	1,876.61
43017	22-May-2014	FOR010	FORTISBC - ELECTRICITY	Issued	199	C	13,497.16
43018	22-May-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	199	C	10,168.12
43019	22-May-2014	FRU010	THE VILLAGE OF FRUITVALE	Issued	199	C	787.64
43020	22-May-2014	FRU020	FRUITVALE CO-OP	Issued	199	C	319.88
43021	22-May-2014	GAN030	GANDY, CHRISTINE	Issued	199	C	160.19
43022	22-May-2014	GER030	GERICK CYCLE & SPORTS	Issued	199	C	24.64
43023	22-May-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	199	C	151.08
43024	22-May-2014	GLO010	GLOWA, DARLENE & ALLAN	Cleared	199	C	146.68
43025	22-May-2014	GON010	GONZALEZ, JOSE ALBERTO	Issued	199	C	166.29
43026	22-May-2014	GRA010	CITY OF GRAND FORKS	Cleared	199	C	21,556.03
43027	22-May-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	199	C	558.45
43028	22-May-2014	GRA055	GRAND FORKS RENOVATION CENTRE LTD.	Issued	199	C	33.15
43029	22-May-2014	GRA100	GRAND FORKS GLASS	Issued	199	C	28.00
43030	22-May-2014	GRA401	GRANT, RYAN, MICHAEL	Issued	199	C	181.47
43031	22-May-2014	GRA440	GRAND FORKS PIRANHA SWIM CLUB	Issued	199	C	228.48
43032	22-May-2014	GRE080	GRESLEY-JONES, KEN	Issued	199	C	450.00
43033	22-May-2014	GRI010	GRIEVE, ALI K.	Cleared	199	C	600.00
43034	22-May-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	199	C	622.67
43035	22-May-2014	HAL010	HALL PRINTING	Issued	199	C	2,185.83
43036	22-May-2014	HAL060	HALL'S BASICS & GIFTS LTD	Issued	199	C	1,721.81

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Bank : 1	CIBC Bank - General						
43037	22-May-2014	HAR190	HARRIS COMPUTER SYSTEMS	Cleared	199	C	9,048.61
43038	22-May-2014	HOO040	HOODLE, MELINA C	Issued	199	C	65.00
43039	22-May-2014	IMP020	IMPERIAL OIL LIMITED	Issued	199	C	1,061.25
43040	22-May-2014	INF030	INFOSAT COMMUNICATIONS	Cleared	199	C	1,566.84
43041	22-May-2014	INL070	INLAND ALLCARE	Issued	199	C	295.45
43042	22-May-2014	INS050	INSIGHT CANADA INC	Cleared	199	C	2,074.04
43043	22-May-2014	INT008	INTER-MTN. TESTING LTD.	Cleared	199	C	2,520.00
43044	22-May-2014	INT180	INTERIOR TECHNICAL SERVICES LTD.	Cleared	199	C	1,466.06
43045	22-May-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	199	C	286.14
43046	22-May-2014	JER010	JERRY'S THREE VALLEY WATER	Cleared	199	C	19.50
43047	22-May-2014	JOH230	JOHNSON, KIM	Issued	199	C	67.64
43048	22-May-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	199	C	7,178.21
43049	22-May-2014	KAL040	KAL TIRE	Issued	199	C	58.24
43050	22-May-2014	KEL030	CITY OF KELOWNA	Cleared	199	C	6,284.20
43051	22-May-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	199	C	905.63
43052	22-May-2014	KLA010	KLASSEN, TIMOTHY	Cleared	199	C	397.49
43053	22-May-2014	KOK020	KOKIW, DAVID	Issued	199	C	34.32
43054	22-May-2014	KON001	KONE INC.	Issued	199	C	504.82
43055	22-May-2014	KOO029	KOOTENAY BOUNDARY REG. HOSPITAL HEA	Issued	199	C	1,000.00
43056	22-May-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	199	C	75.00
43057	22-May-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	199	C	63.60
43058	22-May-2014	KOR040	KORPACK CEMENT PRODUCTS	Issued	199	C	339.74
43059	22-May-2014	LAN010	LAND TITLE & SURVEY AUTHORITY OF BC	Issued	199	C	24.20
43060	22-May-2014	LAN010	LAND TITLE & SURVEY AUTHORITY OF BC	Issued	199	C	24.20
43061	22-May-2014	LIF010	LIFESAVING SOCIETY	Cleared	199	C	243.60
43062	22-May-2014	LIF020	LIFESTYLE EQUIPMENT (2002) LTD.	Cleared	199	C	2,800.00
43063	22-May-2014	LIS010	LISTOWEL TROPHIES AND ENGRAVING	Issued	199	C	31.25
43064	22-May-2014	LOR010	LORDCO PARTS LTD.	Cleared	199	C	1,179.82
43065	22-May-2014	MAC011	MACASSO, CHRISTINE	Issued	199	C	52.07
43066	22-May-2014	MAC020	MACLEAN, JOHN	Cancelled	200	C	0.00
43067	22-May-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	199	C	180.22
43068	22-May-2014	MAR006	MARINO WHOLESALE LTD.	Issued	199	C	193.70
43069	22-May-2014	MAR020	MARTIN, TERRY K.	Issued	199	C	310.00
43070	22-May-2014	MAS090	MASUCH, NICOLA	Issued	199	C	92.95
43071	22-May-2014	MAT040	MATTEUCCI, MELISSA	Issued	199	C	128.62
43072	22-May-2014	MCG002	MCGREGOR, GRACE	Cleared	199	C	600.00
43073	22-May-2014	MCL015	MCLEOD, BRENDA	Issued	199	C	28.57
43074	22-May-2014	MER100	MERVYN, STEPHANIE	Cleared	199	C	175.90
43075	22-May-2014	MID160	MIDDLETON, ALLAN	Cleared	199	C	17.16
43076	22-May-2014	MIN040	MINISTER OF FINANCE	Cleared	199	C	5,781.46
43077	22-May-2014	MON060	MONCRIEF, BRENDA M	Issued	199	C	50.95
43078	22-May-2014	NOR120	NORTH END SPORTS	Cleared	199	C	2,128.08
43079	22-May-2014	NOR190	NORTHERN TRAILER	Cleared	199	C	106.05
43080	22-May-2014	NOR210	NORTON, LORI	Issued	199	C	22.85
43081	22-May-2014	OKT010	OK TIRE STORE	Issued	199	C	470.40
43082	22-May-2014	PAR050	PARSLOW LOCK & SAFE	Issued	199	C	9.16
43083	22-May-2014	PEE040	PEET, LEE	Cleared	199	C	43.55
43084	22-May-2014	PEN002	PENGELLEY, JOHN	Issued	199	C	133.75
43085	22-May-2014	PHA010	PHARMASAVE NO 106	Cleared	199	C	41.95
43086	22-May-2014	PHE020	PHELAN, TEJAY	Issued	199	C	65.72
43087	22-May-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	199	C	134.01
43088	22-May-2014	PRO015	PROMO BRANDIT WHOLESALE LTD	Cleared	199	C	84.00
43089	22-May-2014	REC010	RECEIVER GENERAL FOR CANADA	Issued	199	C	76,173.56

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Bank : 1	CIBC Bank - General						
43090	22-May-2014	REC110	RECREATION FACILITIES ASSOC. OF B.C.	Cleared	199	C	459.90
43091	22-May-2014	REI060	REID, MARK	Issued	199	C	34.86
43092	22-May-2014	RIC010	RICOH CANADA INC.	Cleared	199	C	220.23
43093	22-May-2014	ROC030	ROCKY MOUNTAIN PHOENIX	Cleared	199	C	922.95
43094	22-May-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	199	C	1,742.05
43095	22-May-2014	ROD070	RODGERS, FAITH	Issued	199	C	43.10
43096	22-May-2014	ROT080	ROTSCHY, TOM	Cleared	199	C	194.29
43097	22-May-2014	RUS010	RUSSELL, ROLY	Cleared	199	C	600.00
43098	22-May-2014	SCO070	SCOUTS CANADA - CAMP TWEEDSMUIR	Cleared	199	C	6,009.48
43099	22-May-2014	SCP010	SCP DISTRIBUTORS INC.	Cleared	199	C	70.01
43100	22-May-2014	SDS010	S.D. SERVICES	Cleared	199	C	240.45
43101	22-May-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	199	C	301.35
43102	22-May-2014	SEL160	SELKIRK SECURITY SERVICE	Issued	199	C	767.53
43103	22-May-2014	SHA030	SHAW CABLE	Issued	199	C	561.62
43104	22-May-2014	SKE030	SKEOCH, DAVID	Issued	199	C	8.19
43105	22-May-2014	SLO010	SLOAN, SPRING	Cleared	199	C	194.29
43106	22-May-2014	SPE030	SPEEDPRO SIGNS PLUS	Issued	199	C	1,110.97
43107	22-May-2014	SSQ010	SSQ INSURANCE COMPANY INC.	Issued	199	C	500.00
43108	22-May-2014	SUP030	SUPERIOR PROPANE INC.	Issued	199	C	90.20
43109	22-May-2014	SWA100	SWANKHUIZEN, MARLISE	Issued	199	C	43.10
43110	22-May-2014	TAY080	TAYLOR, CODY	Issued	199	C	193.19
43111	22-May-2014	TEE020	TEES, KRISTAL	Issued	199	C	58.85
43112	22-May-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	199	C	2,056.21
43113	22-May-2014	TEL002	TELUS MOBILITY	Cleared	199	C	186.94
43114	22-May-2014	TEL050	TELUS SERVICES INC.	Cleared	199	C	6,278.72
43115	22-May-2014	TOO010	TOOL TIME SUPPLIES LTD.	Issued	199	C	527.51
43116	22-May-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	199	C	100.00
43117	22-May-2014	TRA055	TRAIL ALLIANCE CHURCH	Issued	199	C	164.56
43118	22-May-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	199	C	980.74
43119	22-May-2014	TRE070	TREMBLAY, DONNA	Issued	199	C	50.95
43120	22-May-2014	TUR015	TURNER, TOM	Issued	199	C	375.00
43121	22-May-2014	TWI020	TWIN RIVERS CONTROLS	Cleared	199	C	643.65
43122	22-May-2014	USC010	U.S.C.C.	Cleared	199	C	380.00
43123	22-May-2014	VAL130	VALLEN	Issued	199	C	964.20
43124	22-May-2014	VAN025	VAN HOOGEVEST, ERIC	Issued	199	C	260.52
43125	22-May-2014	VAN140	VAN HEMERT JV	Issued	199	C	126.00
43126	22-May-2014	VER080	VERSA-TASK SERVICES	Cleared	199	C	150.00
43127	22-May-2014	VIT001	VITALAIRE	Issued	199	C	703.97
43128	22-May-2014	VOL030	VOLPATTI, ERIC W.	Issued	199	C	194.29
43129	22-May-2014	WAL080	WAL MART CANADA CORP	Issued	199	C	650.59
43130	22-May-2014	WAS010	WASTE MANAGEMENT	Issued	199	C	481.82
43131	22-May-2014	WEB060	WEBBER, TABATHA	Issued	199	C	103.66
43132	22-May-2014	WHI100	WHITEHEAD, MARTIN	Cleared	199	C	632.50
43133	22-May-2014	WHO010	WHOLESALE FIRE & RESCUE LTD.	Cleared	199	C	630.64
43134	22-May-2014	WIR010	WIRED BY MORRIS	Issued	199	C	226.58
43135	22-May-2014	WOR100	WORLEY, LINDA	Cleared	199	C	600.00
43136	22-May-2014	XER010	XEROX CANADA LTD.	Cleared	199	C	77.12
43137	22-May-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	199	C	4.20
43138	22-May-2014	ZON020	ZONE WEST ENTERPRISES LTD.	Cleared	199	C	46.20
43139	29-May-2014	ACK020	ACKLANDS-GRAINGER INC.	Issued	211	C	29.03
43140	29-May-2014	ALP002	ALPINE SIGNS & GRAPHICS	Issued	211	C	1,680.00
43141	29-May-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	211	C	47,062.56
43142	29-May-2014	AMF010	AM FORD	Issued	211	C	60.75

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

Regional District of Kootenay Boundary

AP5090 Page : 10
Date : Jun 17, 2014 Time : 1:00 pm

Supplier : 084010 To ZUC010
Cheque Dt. : 01-May-2014 To 31-May-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
43143	29-May-2014	AND060	ANDISON, R. MARK	Issued	211	C	38.46
43144	29-May-2014	BAB070	BABENSEE, SUSAN	Issued	211	C	164.28
43145	29-May-2014	BCM020	B.C. MUNICIPAL SAFETY ASSOCIATION	Issued	211	C	945.00
43146	29-May-2014	BEA046	BEAVER VALLEY LITTLE LEAGUE	Issued	211	C	87.62
43147	29-May-2014	BEA140	BEAVERDELL RECREATION COMMISSION	Issued	211	C	1,500.00
43148	29-May-2014	BIG060	BIG WHITE SKI RESORT LTD.	Issued	211	C	362.25
43149	29-May-2014	BRA030	BRANDT TRACTOR	Issued	211	C	2,573.09
43150	29-May-2014	BRE090	BREDBECK, HAROLD	Issued	211	C	352.18
43151	29-May-2014	BRI001	BRINK'S CANADA LIMITED	Issued	211	C	354.90
43152	29-May-2014	BRI040	BRIDESVILLE RECREATION COMMISSION	Issued	211	C	500.00
43153	29-May-2014	BRY090	BRYANT, DEAN	Issued	211	C	200.00
43154	29-May-2014	BVC001	BV COMMUNICATIONS LTD.	Issued	211	C	323.57
43155	29-May-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	211	C	111.54
43156	29-May-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	211	C	322.07
43157	29-May-2014	CAS016	CASCADES RECOVERY INC.	Issued	211	C	4,373.66
43158	29-May-2014	CER030	CERTIFIED ENSEMBLE SERVICES	Issued	211	C	1,348.73
43159	29-May-2014	CHR120	CHRISTINA LAKE MECHANICAL	Issued	211	C	1,296.60
43160	29-May-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	211	C	43.53
43161	29-May-2014	COL090	COLUMBIA RECYCLE	Issued	211	C	940.00
43162	29-May-2014	CRE030	CREATIVE CUSTOM EMBROIDERY	Issued	211	C	246.75
43163	29-May-2014	OPU010	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Issued	211	C	6,404.72
43164	29-May-2014	DDS010	D&D SERVICE CENTRE & STORAGE INC.	Issued	211	C	475.39
43165	29-May-2014	DEA060	DEAN, DONNA	Issued	211	C	915.89
43166	29-May-2014	DGR020	D. G. REGAN & ASSOCIATES LTD.	Issued	211	C	26,687.28
43167	29-May-2014	FER050	FERRO, CAROL	Issued	211	C	20.00
43168	29-May-2014	FIR190	FIRE SAFETY CANADA	Issued	211	C	168.00
43169	29-May-2014	FOR002	FORESHORE DEVELOPMENT CORPORATION	Issued	211	C	2,016.31
43170	29-May-2014	FOR040	FORTIS BC - NATURAL GAS	Issued	211	C	236.71
43171	29-May-2014	FYF010	FYFFE, BART	Issued	211	C	582.55
43172	29-May-2014	GEN050	GENELLE IMPROVEMENT DISTRICT	Issued	211	C	3,267.20
43173	29-May-2014	GEO020	GEOTRAC SYSTEMS INC.	Issued	211	C	3,757.88
43174	29-May-2014	GIN010	GINALIAS, JEFFREY, L	Issued	211	C	812.39
43175	29-May-2014	GRA055	GRAND FORKS RENOVATION CENTRE LTD.	Issued	211	C	70.46
43176	29-May-2014	GRE005	GREENWOOD PUBLIC LIBRARY	Issued	211	C	300.00
43177	29-May-2014	GRE030	GREYHOUND COURIER EXPRESS	Issued	211	C	157.13
43178	29-May-2014	GRE070	GREENWOOD RECREATION COMMISSION	Issued	211	C	900.00
43179	29-May-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Issued	211	C	7.84
43180	29-May-2014	HAA010	HAAS, IRENE D.	Issued	211	C	582.55
43181	29-May-2014	HAI020	HAINES, TOM	Issued	211	C	131.78
43182	29-May-2014	HAL010	HALL PRINTING	Issued	211	C	607.24
43183	29-May-2014	HAL060	HALL'S BASICS & GIFTS LTD	Issued	211	C	211.77
43184	29-May-2014	HAR150	HARVEY GORSLINE COMPANY	Issued	211	C	94.19
43185	29-May-2014	HOO040	HOODLE, MELINA C	Issued	211	C	88.53
43186	29-May-2014	HSL010	HSL BUILDING MAINTENANCE	Issued	211	C	2,076.69
43187	29-May-2014	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	Issued	211	C	44.04
43188	29-May-2014	IMP070	IMPACT EQUIPMENT LTD.	Issued	211	C	713.54
43189	29-May-2014	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Issued	211	C	120.79
43190	29-May-2014	JES001	JESSE JAMES BOBCAT & LANDSCAPING	Issued	211	C	420.00
43191	29-May-2014	JJH010	J.J.H. ENTERPRISES	Issued	211	C	113.65
43192	29-May-2014	KAT040	KATNICH, ROSE	Issued	211	C	5.81
43193	29-May-2014	KEL030	CITY OF KELOWNA	Issued	211	C	4,751.50
43194	29-May-2014	KET002	KETTLE RIVER MUSEUM SOCIETY	Issued	211	C	700.00
43195	29-May-2014	KET030	KETTLE RIVER RECREATION COMMISSION	Issued	211	C	500.00

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

Regional District of Kootenay Boundary

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Date : Jun 17, 2014 Time : 1:00 pm

Supplier : 084010 To ZUC010
Cheque Dt. : 01-May-2014 To 31-May-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
43196	29-May-2014	KET170	KETTLE VALLEY WASTE LTD.	Issued	211	C	34,083.91
43197	29-May-2014	KIM020	KIMCO CONTROLS LTD.	Issued	211	C	492.36
43198	29-May-2014	KOO015	KOOTENAY COLUMBIA TRAILS SOCIETY	Issued	211	C	25,000.00
43199	29-May-2014	KOO029	KOOTENAY BOUNDARY REG. HOSPITAL HEA	Issued	211	C	7,291.38
43200	29-May-2014	KOO210	KOOTENAY VALLEY WATER CO.	Issued	211	C	90.70
43201	29-May-2014	KUM010	KUMAR, ELAINE	Issued	211	C	170.00
43202	29-May-2014	LAN010	LAND TITLE & SURVEY AUTHORITY OF BC	Issued	211	C	24.20
43203	29-May-2014	LAU010	LAUENER BROS JEWELLERS	Issued	211	C	47.25
43204	29-May-2014	LEX010	LEXISNEXIS CANADA INC.	Issued	211	C	170.63
43205	29-May-2014	LIL020	LIL T'S CAFE	Issued	211	C	380.80
43206	29-May-2014	LOC030	LOCK & SONS CONTRACTING	Issued	211	C	2,016.00
43207	29-May-2014	LOR010	LORDCO PARTS LTD.	Issued	211	C	118.35
43208	29-May-2014	MAC100	MACKEY, JOHN	Issued	211	C	692.95
43209	29-May-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Issued	211	C	173.48
43210	29-May-2014	MCA020	MCALPINE, CATHY	Issued	211	C	89.42
43211	29-May-2014	MCG020	MCGREGOR, ROBERT	Issued	211	C	473.85
43212	29-May-2014	MID010	VILLAGE OF MIDWAY	Issued	211	C	200.00
43213	29-May-2014	MID040	MIDWAY COMMUNITY CLUB	Issued	211	C	500.00
43214	29-May-2014	MID070	MIDWAY PUBLIC LIBRARY	Issued	211	C	300.00
43215	29-May-2014	MIL150	MILLWORKS MFG. LTD.	Issued	211	C	1,222.85
43216	29-May-2014	MIN010	MINISTER OF FINANCE	Issued	211	C	1,434.41
43217	29-May-2014	MIN020	MINISTER OF FINANCE	Issued	211	C	156.96
43218	29-May-2014	MIN040	MINISTER OF FINANCE	Issued	211	C	242.74
43219	29-May-2014	NOF010	NO FRILLS	Issued	211	C	215.40
43220	29-May-2014	OVE010	OVERWAITEA FOODS	Issued	211	C	81.39
43221	29-May-2014	PAR050	PARSLOW LOCK & SAFE	Issued	211	C	46.46
43222	29-May-2014	PHA010	PHARMASAVE NO 106	Issued	211	C	40.48
43223	29-May-2014	POW100	POWER TECH ELECTRIC LTD.	Issued	211	C	2,118.29
43224	29-May-2014	PUR020	PUROLATOR COURIER LTD.	Issued	211	C	194.57
43225	29-May-2014	REB001	REBELATO MORNING PERK	Issued	211	C	71.77
43226	29-May-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	211	C	7,493.88
43227	29-May-2014	ROB140	ROBINSON, CHRIS	Issued	211	C	630.00
43228	29-May-2014	ROC100	ROCK CREEK & BOUNDARY FAIR ASSOC.	Issued	211	C	26,341.50
43229	29-May-2014	ROG001	ROGERS	Issued	211	C	174.41
43230	29-May-2014	SEC030	SECURE BY DESIGN	Issued	211	C	44.80
43231	29-May-2014	SFE010	SFE LTD.	Issued	211	C	1,128.75
43232	29-May-2014	SHA030	SHAW CABLE	Issued	211	C	279.45
43233	29-May-2014	SHE040	SHELL CANADA PRODUCTS	Issued	211	C	176.55
43234	29-May-2014	SLR010	SLR CONSULTING (CANADA) LTD.	Issued	211	C	924.00
43235	29-May-2014	SPE030	SPEEDPRO SIGNS PLUS	Issued	211	C	260.96
43236	29-May-2014	STE130	STERICYCLE COMMUNICATION SOLUTIONS	Issued	211	C	125.00
43237	29-May-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	211	C	171.38
43238	29-May-2014	TEL002	TELUS MOBILITY	Issued	211	C	283.28
43239	29-May-2014	TER010	TERRA NOVA MOTOR INN	Issued	211	C	152.50
43240	29-May-2014	TRA036	TRAIL WINTER SWIM CLUB	Issued	211	C	1,937.16
43241	29-May-2014	TRA170	TRAIL ITALICO RECREATION SOCIETY	Issued	211	C	513.60
43242	29-May-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	211	C	205.79
43243	29-May-2014	TUR015	TURNER, TOM	Issued	211	C	175.00
43244	29-May-2014	TWI100	TWIN R HOLDINGS	Issued	211	C	1,890.00
43245	29-May-2014	VAL130	VALLEN	Issued	211	C	89.13
43246	29-May-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Issued	211	C	150.08
43247	29-May-2014	WAL080	WAL MART CANADA CORP	Issued	211	C	134.01
43248	29-May-2014	WAS010	WASTE MANAGEMENT	Issued	211	C	738.74

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank

Regional District of Kootenay Boundary

AP5090 Page : 12
Date : Jun 17, 2014 Time : 1:00 pm

Supplier : 084010 To ZUC010
Cheque Dt. : 01-May-2014 To 31-May-2014
Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1	CIBC Bank - General						
43249	29-May-2014	WAT020	WATER PURE AND SIMPLE	Issued	211	C	80.00
43250	29-May-2014	WAT120	WATERHOUSE ENVIRONMENTAL SERVICES	Issued	211	C	6,944.00
43251	29-May-2014	WES006	WEST BOUNDARY SENIOR'S HOUSING SOCI	Issued	211	C	100.00
43252	29-May-2014	WES020	WEST KOOTENAY FIRE SAFETY LTD.	Issued	211	C	360.09
43253	29-May-2014	WES021	WESTECH INDUSTRIAL LTD.	Issued	211	C	10,722.17
43254	29-May-2014	WES170	WESTBRIDGE RECREATION COMMISSION	Issued	211	C	500.00
43255	29-May-2014	WHO010	WHOLESALE FIRE & RESCUE LTD.	Issued	211	C	28.51
43256	29-May-2014	XLW010	XL QUALITY INDUSTRIAL SERVICES	Issued	211	C	49.63
43257	29-May-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Issued	211	C	116.54

Total Computer Paid :	1,301,800.22	Total EFT PAP :	0.00	Total Paid :	1,301,800.22
Total Manually Paid :	0.00	Total EFT File :	0.00		

593 Total No. Of Cheque(s) ...

INTERIM SCHEDULE SUMMARY:

ACCOUNTS PAYABLE FOR MAY 2014	$ 1,301,800.22
PAYROLL EXPENDITURES (PP# 10 & 11)	356,708.72
TOTAL EXPENDITURES FOR MAY 2014	**$ 1,658,508.94**

Regional District of Kootenay Boundary

STAFF REPORT

Date: 18 Jun 2014 **File** ADMN Elections 0400-01
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: Theresa Lenardon, Executive Assistant
Re: Amendments to RDKB Elections and Other Voting Conduct Bylaw

Issue Introduction

A Staff Report from Theresa Lenardon, Executive Assistant regarding proposed amendments to the Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1515, 2012.

History/Background Factors

The RDKB Board of Directors adopted Bylaw No. 1515, 2012; *RDKB Elections and Other Voting Conduct Bylaw* on November 29, 2012. This Bylaw amended the original Elections and Voting Conduct Bylaw No. 1285, 2005 with the addition of Section 6; *Mail Ballot Voting*.

Since November 2012, Staff has been researching and creating a mail ballot voting process, begun to type the necessary forms and paperwork, attended election workshops, and has communicated with Ministry Staff and Chief Election Officers from other local governments regarding the overall mail ballot voting process. Through these exercises and conversations Staff has learned that in terms of timelines and deadlines for mail ballot applications and the actual Mail Ballot Voting package and process, it is better to keep the bylaw generic and to model the text of the legislation; *Local Government Act* Section 100; *Mail Ballot Voting*.

Therefore, Staff wishes to obtain the Board's approval and support to amend certain sections of Clause 6; *Mail Ballot Voting* in the current *RDKB Election and Other Voting Conduct Bylaw No. 1515, 2012*.

A draft copy of proposed bylaw No. 1556, which would amend and replace the current Election Bylaw No. 1515, 2012 is attached. The proposed additions are highlighted in red text and proposed deletions are highlighted with a ~~strike-through~~ in the text. A copy of the *Local Government Act* Section 100; *Mail Ballot Voting* is also attached.

The legislation, Section 100 4) a), provides broad authority and flexibility to the Chief Election Officer with regards to establishing time limits for the overall mail ballot process including deadlines for obtaining and submitting completed Mail Ballot Application forms and

the deadline for receipt of a completed Mail Ballot Voting package once an application has been received, processed and approved.

Most of the proposed changes relate to timelines and deadlines for the overall mail ballot application process and distribution of and receipt of the mail ballots once completed by the elector. The changes better reflect the legislation set out in Section 100.

Staff also wishes to emphasize the elector responsibility in terms of the Mail Ballot Application form and process and in terms of sending and receiving the Mail Ballot Voting package.

The following information highlights the proposed changes in the attached draft Bylaw No. 1556 as they relate to Section 100.

1. ***Section 6 a) b) i) - Page 3; Authority to Set Time Limits and Deadlines. Section 6 c) i-iii) and Section 6 c) v)-Pages 3-4; Application Process:*** These proposed changes will keep the bylaw more generic and less confusing to read and more importantly, will allow the Chief Election Officer to set out a longer timeline for the opening of the mail ballot application process and more time to receive and process the application forms that are received. See *Local Government* Act Section 100 Clauses 4) (a), (b) and Clause (5)
2. ***Section 6 d) i) – Page 4; Elector Responsibility:*** Although Clause 6) h) vi) states that the mail ballot voter is obligated to ensure the mail ballot is received by the Chief Election Officer within the time limit set out, Staff strongly recommend that the bylaw also include a separate section (e.g. proposed Section 6 d) i)) that underscores the elector's responsibility and relieves the RDKB and the Chief Election Officer of any liability etc. See *Local Government Act* Section 100 Clause (9).

Implications

Adoption and implementation of draft Bylaw No. 1556 would have no financial implications.

Adoption of draft Bylaw No. 1556 would allow the Chief Election Officer more flexibility with managing the deadline for receipt of mail ballot applications as well as receiving and processing the mail ballot voting packages that are returned according to the process outlined in the bylaw.

If approved, the proposed amendments would ensure that the RDKB Elections and Other Voting Conduct Bylaw would not have to be amended for this purpose for future elections and or referendums, models the legislation better and is consistent with other Elections Bylaws adopted by other local governments.

Advancement of Strategic Planning Goals

Adoption of draft Bylaw No. 1556 would meet the following Strategic Plan Goals;

Improve and Enhance Communication: We will ensure the messages we are delivering within our region are clear and easily understood.

Continue to Focus On Organizational Excellence: We will continue to focus on good management and governance.

Background Information Provided

1. Proposed Amendment Bylaw No. 1556
2. *Local Government Act* Section 100; *Mail Ballot Voting*

Alternatives

1. Receipt
2. Receipt and give proposed RDKB Bylaw No. 1556 first, second and third readings and adoption.
3. Receipt and do not approval adoption of proposed RDKB Bylaw No. 1556

Recommendation(s)

That the Staff Report from Theresa Lenardon, Executive Assistant regarding proposed amendments to the Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1515, 2012 be received.

Recommendation: That the (proposed) Regional District of Kootenay Boundary Bylaw No. 1556 be read a first, second and third time.

Recommendation: That the (proposed) Regional District of Kootenay Boundary Bylaw No. 1556 be finally reconsidered and adopted.

Respectfully Submitted:

_____	_____
Theresa Lenardon, Executive Assistant	J. MacLean, Chief Administrative Officer

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1556

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

WHEREAS under the provisions of the *Local Government Act*, the Regional District may, by bylaw determine various procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors wishes to establish various procedures and requirements under that authority;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Regional District of Kootenay Boundary, in open meeting assembled, enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1556, 2014."

2. Definitions

In this bylaw:

"Chief Election Officer" means the election official appointed under Section 41 of the *Local Government Act*;

"Deputy Chief Election Officer(s)" means the deputy elections official(s) appointed under Section 41 of the *Local Government Act*;

"Elector" means a resident elector or property elector of the jurisdiction as defined in Division (4) of Part 3 of the *Local Government Act*;

"Election" means an election for the number of persons required to fill a local government office;

"General Local Election" means the elections held for the electoral area directors of the Regional District which must be held as set under Section 36 of the *Local Government Act*;

"General Voting Day" means:

a) for a general local election, the date set under Section 36 of the *Local Government Act;*
b) for other elections, the date set under Section 37 of the *Local Government Act*;
c) for other voting, the date set under Section 162 of the *Local Government Act;*

"Judicial Recount" means a judicial recount as set out in Division (14) of the *Local Government Act*;

"Jurisdiction" means in relation to an election, the Regional District electoral area or municipality for which it is held;

"Local Government" means the Regional District Board;

"Local Government Act" means Chapter 323 of the Revised Statutes of the Province of British Columbia;

"**Mail Ballot Voting**" means voting by mail ballot and elector registration by mail in conjunction with mail ballot voting pursuant to Section 100 of the *Local Government Act*;

"Municipality" means the corporation into which the residents of an area have been incorporated as a municipality under the *Local Government Act* or any other Act;

"Other Voting" means voting on a matter referred to in Section 157 of the *Local Government Act*.

3. **Application**

This bylaw applies to all elections or other voting conducted by the Regional District of Kootenay Boundary.

4. **General Voting Places**

The Chief Election Officer is hereby authorized to designate the voting places for the general voting opportunities.

5. **Advance Voting Opportunities**

a) In addition to the advance voting opportunities on the 10th day before General Voting Day(s) as required under Section 97(2)(b) of the *Local Government Act*, the following advance voting opportunities are established to be held in advance of General Voting Day(s) for each election or other voting held within the Regional District of Kootenay Boundary:

   i) Advance voting opportunities will be held on the Wednesday, the third day immediately preceding General Voting Day;

   ii) The voting hours at these advance voting opportunities will be from 8:00 a.m. to 8:00 p.m. prevailing time.

b) As authorized under Section 98 of the *Local Government Act* the Chief Election Officer is hereby authorized to designate the voting places for the additional advance voting opportunities established above.

6. Mail Ballot Voting

a) Authorization

   i) As authorized under Section 100 of the *Local Government Act*, voting and elector registration may be done by mail for those electors who

meet the criteria in the next paragraph 6 a) ii) for each election or other voting.

ii) The only persons who may be permitted to vote by mail ballot and register by mail in conjunction with mail ballot voting are:

(1) persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity,

(2) persons who expect to be absent from the Regional District of Kootenay Boundary jurisdictions on General Voting Day and at the time of all advance voting opportunities, and

(3) if areas are specified in this bylaw pursuant to Section 100 (1) of the *Local Government Act*, persons who reside in a specified area of the jurisdiction for which the election is being held that is remote from voting places at which they are entitled to vote.

b) Authority to Set Time Limits and Deadlines

i) Pursuant to Section 100 (4) (b) of the *Local Government Act* the Regional District of Kootenay Boundary Board of Directors authorizes the Chief Election Officer to establish time limits in relation to voting by mail ballot, registering by mail, applying for a mail ballot and elector registration package and for other matters to which time limits are not established under this Bylaw.

c) Application Procedure

i) ~~During the period commencing at least **14 days** preceding the first day of Advance Voting and ending at 4:00 p.m. on the Thursday two days immediately preceding General Voting Day~~, Electors must request a Mail Ballot Application form and submit the completed form to the Chief Election Officer at the location and within the time limit as required by the Chief Election Officer.

ii) The Chief Election Officer will verify through advertising on the RDKB's website and in local newspapers the details, deadlines and timelines for mail in ballot (and registration if applicable) requests and forms.

iii) A person wishing to vote by mail ballot must apply for a Mail Ballot Voting package using the Mail Ballot Application form which will be made available on the RDKB website www.rdkb.com, in person at the RDKB Trail office 843 Rossland Avenue, Trail, BC, in person at the RDKB Grand Forks office 2140 Central Avenue, Grand Forks BC or by a request to have the application form mailed or faxed. ~~by giving their name and address to the Chief Election Officer or to the person designated by the Chief Election Officer for such purposes.~~

iv) A person applying shall also indicate if they wish to receive a Mail Ballot Voting package by regular letter-mail through Canada Post, via courier at their expense or if they wish to pick up the Mail Ballot Voting package in person from the Regional District of Kootenay Boundary office 843 Rossland Avenue, Trail, B.C.

v) Upon completion, electors must forward the Mail Ballot Application form to the Chief Election Officer at the RDKB Trail office 843 Rossland Avenue, Trail, BC V1R 4S8 within the timeline as established and advertised by the Chief Election Officer.

vi) Upon receipt of an application for a mail ballot, the Chief Election Officer or designate shall, between the time that the printed Mail Ballot Voting packages are available and before the date as determined by

the Chief Election Officer,: ~~and 4:00 p.m. on the Thursday two days immediately preceding General Voting Day:~~:

(1) make available to the applicant in the method indicted above under Section 6 c) iv) of this Bylaw, a Mail Ballot Voting package as specified in Section 100 (7) of the *Local Government Act*, together with a statement on the Mail Ballot Application form advising the elector that the elector must meet one or more of the mail ballot criteria specified above under Section 6 a) ii) (1-3) of this Bylaw, and that they must attest to such fact, and

(2) immediately record on a Mail Ballot Application List the applicant's name, date application is received, time received and the residential address, and in the case of a non-resident property elector, the address of the property in relation to which they are voting, and

(3) record the Electoral Area in which the person is registered as an elector, or as a new elector if that person is not on the register of electors and is registering by mail, and

(4) upon request, make the Mail Ballot Application List available for public inspection until 30 days after the declaration of the election results under Section 136 of the *Local Government Act*. Before inspecting the list, a person must sign a statement that the person will not inspect the list or use the information contained in it except for the purposes of Part 3 of the *Local Government Act*.

(5) The Chief Election Officer may from time to time determine locations at which Mail Ballot Voting packages may be picked up in person.

d) Elector Responsibility

(i) The Regional District of Kootenay Boundary and the Chief Election Officer are not responsible for failing to mail or forward to an elector a Mail Ballot Application form or a Mail Ballot Voting package if the request is not received at all, or if the request is not received before the time limit that may be set out by the Chief Election Officer for applying for packages. The Regional District of Kootenay Boundary and the Chief Election Officer are not responsible for any delay or failure regarding the elector's receipt of the Mail Ballot Application form and or the return of the Mail Ballot Voting package by the elector.

e) Challenge of Elector

(i) A person exercising the right to vote under the provisions of this Bylaw may be challenged in accordance with and on the grounds specified in Section 116 of the *Local Government Act*, until such time as the certification envelope is marked "accepted" by the Chief Election Officer or designate in accordance with Section 6 h) i) of this Bylaw.

(ii) The Chief Election Officer, an election official, a candidate representative or a person who is qualified as an elector in respect of the election or other voting may challenge, in person to the Chief Election Officer before 4:00 p.m. on the first business day after an application for a Mail Ballot Voting package has been received by the Chief Election Officer, the right of a person to vote by mail ballot in accordance with Section 116 (2) (b) of the *Local Government Act*.

(iii) The provisions of Section 116 (2) to 116 (5) inclusive of the *Local Government Act* shall apply where a challenge of an elector using a mail ballot has been made.

f) Elector's Name Already Used

(i) Where, upon receiving a request for a mail ballot, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the provisions of Section 117 of the *Local Government Act* shall apply, so far as applicable.

g) Voting Procedure

(i) To vote using mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the Mail Ballot Voting package provided by the Chief Election Officer.

(ii) After marking the ballot, the elector shall:

(1) place the ballot in the secrecy envelop provided and seal the secrecy envelope;

(2) place the secrecy envelope in the certification envelope provided, complete and sign the certification printed on such envelope and then seal the certification envelope;

(3) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope; and

(4) mail, have hand-delivered or courier at their expense, the outer envelope and its contents to the Chief Election Officer at the address specified on the outer envelope so that it is received no later than the close of voting on General Voting Day.

h) Ballot Acceptance or Rejection

(i) ~~**Until 4:00 p.m. on the Thursday two days immediately preceding General Voting Day**~~ **Until 4:00 p.m. on the day as designated by the Chief Election Officer,** upon receipt of the outer envelope and its contents, the Chief Election Officer or designate shall, in the presence of at least one other person, immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed elector registration application, if applicable, and if satisfied as to:

(1) The identity and entitlement to vote of the elector whose ballot is enclosed; and

(2) The completeness of the certification; and

(3) The fulfilment of the requirements of Sections 55 and 56 of the *Local Government Act* in the case of a person who is registering as a new elector;

the Chief Election Officer or designate shall, in the presence of at least one other person, mark the certification envelope as "accepted", open the certification envelope in the presence of at least one other person, and place the secrecy envelope into a ballot box specified for such purpose, where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged in accordance to Section 6 e); *Challenge of Elector* of this Bylaw, or where such challenge has been resolved and the challenged person permitted to vote.

(ii) Any certification envelopes accepted in accordance with Section 6 h) i) of this Bylaw shall be subject to the provisions of Section 150(6) of the *Local Government Act* with regard to their destruction.

(iii) As soon as possible after the close of voting on General Voting Day, the ballot box containing the secrecy envelopes shall be opened under the supervision of the Chief Election Officer or designate, and, in the presence of at least one other person and any scrutineers present, the secrecy envelopes shall be opened and the ballots contained therein counted in accordance with the provisions of the *Local Government Act*.

(iv) Where:

(1) upon receipt of an outer envelope, the Chief Election Officer is not satisfied as to the identity of the elector whose ballot is enclosed; or

(2) in the case of a person required to complete an application for registration as an elector, such application has not been completed in accordance with Sections 55 and 56 of the *Local Government Act*; or

(3) the outer envelope is received by the Chief Election Officer or designate after the close of voting on General Voting Day,

the certification envelope shall remain unopened and the Chief Election Officer shall mark such envelope as "rejected", and shall note the reasons therefore, and the ballot contained therein shall not be counted in the election.

(v) Any certification envelopes and their contents rejected in accordance with Section 6 h) iv) of this bylaw shall remain unopened and shall be subject to the provisions of Section 150(6) of the *Local Government Act* with regard to their destruction.

(vi) In order to be counted for an election, a mail ballot must be received in accordance with Section 6 g) of this Bylaw before the close of voting on General Voting Day and it is the obligation of the person wishing to vote by mail ballot to ensure that the mail ballot is received by the Chief Election Officer within this time limit.

i) Replacement of Spoiled Ballot

(i) Where an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer, the elector may request a replacement ballot by advising the Chief Election Officer or designate of the ballot spoilage and by mailing or otherwise delivering by an appropriate means, the spoiled ballot package in its entirety to the Chief Election Officer or delegate.

(ii) The Chief Election Officer shall, upon receipt of the spoiled Mail Ballot Voting package, record such fact and proceed in accordance with Section 6 c) vi) of this Bylaw.

7. <u>Resolution of Tie Votes After Judicial Recount</u>

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 141 of the *Local Government Act*.

8. **Repeal of Previous Election Procedures Bylaw**

Regional District of Kootenay Boundary Bylaw No. 1515 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1515, 2012" is hereby rescinded.

Read a FIRST time this 26th day of June, 2014.

Read a SECOND time this 26th day of June, 2014.

Read a THIRD time this 26th day of June, 2014.

I, Elaine Kumar, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1556 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1556, 2014" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 26th day of June, 2014.

_____
Manager of Corporate Administration

RECONSIDERED and finally adopted this 26th day of June, 2014.

_____ _____
Chair Manager of Corporation Administration

I, Elaine Kumar, Director of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1556 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1556, 2014" as reconsidered and finally adopted this 26th day of June, 2014.

_____
Manager of Corporate Administration

Special voting opportunities

99. (1) In order to give electors who may otherwise be unable to vote an opportunity to do so, a local government may, by bylaw, establish one or more special voting opportunities under this section.

(2) A bylaw under subsection (1) may do one or more of the following for each special voting opportunity:

(a) for the purpose referred to in subsection (1), establish restrictions on persons who may vote at the special voting opportunity;

(b) establish procedures for voting and for conducting the voting proceedings that differ from those established under other provisions of this Part;

(c) limit, or authorize the chief election officer to limit, the number of candidate representatives who may be present at the special voting opportunity;

(d) establish, or authorize the chief election officer to establish, the date and voting hours when and the place where the special voting opportunity is to be conducted.

(3) At least one candidate representative is entitled to be present at a special voting opportunity for the election, with that candidate representative chosen by agreement of the candidates for that election or, failing such agreement, by the chief election officer.

(4) The voting hours established under subsection (2) (d) for a special voting opportunity must not extend later than 8 p.m. on general voting day.

(5) A special voting opportunity may be conducted at a location outside the boundaries of the jurisdiction.

(6) The chief election officer must give notice of a special voting opportunity in any manner the chief election officer considers will give reasonable notice to the electors who will be entitled to vote at it.

(7) The notice of a special voting opportunity must include the following:

(a) the date, the location and the voting hours for the special voting opportunity;

(b) any restrictions on who may vote at the special voting opportunity;

(c) any special procedures involved.

RS1979–290–99; 1993–54–10.

Mail ballot voting

100. (1) Subject to this section and any regulations under section 156, a local government may, by bylaw, permit voting to be done by mail ballot and, in relation to this, may permit elector registration to be done in conjunction with this voting.

(Ret.) Mar 05/08

(2) For a municipality, the only electors who may vote by mail ballot are

(a) persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity, and

(b) persons who expect to be absent from the municipality on general voting day and at the times of all advance voting opportunities.

(3) For a regional district, the only electors who may be permitted to vote by mail ballot are

(a) persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity,

(b) if areas are specified for this purpose in the bylaw under subsection (1), persons who reside in a specified area of the jurisdiction for which the election is being held that is remote from voting places at which they are entitled to vote, and

(Ret.) Mar 05/08

(c) persons who expect to be absent from the regional district on general voting day and at the times of all advance voting opportunities.

(4) A bylaw under subsection (1) may

(a) establish procedures for voting and registration that differ from those established under other provisions of this Part, and

(b) establish, or authorize the chief election officer to establish, time limits in relation to voting by mail ballot.

(5) The chief election officer must give notice of an opportunity to vote by mail ballot in any manner the chief election officer considers will give reasonable notice to the electors who will be entitled to vote by this means.

(6) The procedures for voting by mail ballot must require the chief election officer to keep sufficient records so that challenges of an elector's right to vote may be made in accordance with the intent of section 116.

(7) Mail ballot packages must contain the following:

(a) the ballot or ballots to which an elector is entitled;

(b) a secrecy envelope that has no identifying marks, in which the ballots are to be returned;

(c) a certification envelope on which is printed the information referred to in subsection (8) for completion by the person voting, in which the secrecy envelope is to be placed;

(d) an outer envelope on which is printed the address of the chief election officer at the local government offices and in which the envelopes under paragraphs (b) and (c) and, if applicable, the registration application under paragraph (e) are to be returned;

(e) if permitted by the bylaw under subsection (1), an application for registration as an elector, to be completed if necessary and returned in the outer envelope;

(f) instructions as to how to vote by mail ballot.

(8) The certification envelope must be printed

(a) with spaces in which the person voting is to record his or her full name and residential address, and

(b) with a statement to be signed by the person voting declaring that the person

(i) is entitled to be registered as an elector for the election,

(ii) is entitled to vote by mail ballot, and

(iii) has not previously voted in the election and will not afterwards vote again in the election.

(9) In order to be counted for an election, a mail ballot must be received by the chief election officer before the close of voting on general voting day and it is the obligation of the person applying to vote by mail ballot to ensure that the mail ballot is received by the chief election officer within this time limit.

RS1979-290-100; 1993-54-10; 2008-5-28.

Division 10 – Arrangements for Voting

Voting places

101. (1) So far as reasonably possible, voting places must be easily accessible to persons who have a physical disability or whose mobility is impaired.

(2) A voting place for a required general voting opportunity must not be outside the boundaries of the jurisdiction unless one of the following circumstances applies:

(a) at least one voting place for that voting opportunity is within the boundaries;

(b) there are no facilities as described in subsection (1) available within the boundaries or there are facilities outside the boundaries that are more accessible as described in that subsection;

(c) the chief election officer considers that the location will be more convenient for a majority of electors of the jurisdiction.

(3) A voting place for an additional general voting opportunity or for an advance voting opportunity may be outside the boundaries of the jurisdiction.

RS1979-290-101; 1993-54-10.

Use of voting machines

102. (1) A local government may, by bylaw, provide for the use of automated voting machines, voting recorders or other devices for voting in an election, subject to any requirements, limits and conditions established by regulation under section 156.

(2) A bylaw under subsection (1) must include the following:

(a) procedures for how to vote, to be used in place of those established by section 119;

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW No. 1551

A Bylaw to amend Area 'D' Zoning Bylaw No. 1299, 2005
of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Zoning Bylaws pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'D' Zoning Bylaw;

NOW THEREFORE the Regional District of Kootenay Boundary Board of Directors, in open and public meeting assembled, enacts the following:

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1551, 2014;
2. That a new 'Rural Resource 1A' (RUR 1A) zone is to be added to the list of zones in Bylaw No. 1299, 2005, shown in the table in Section 401(1), following 'RUR 1 Rural Resource 1'.
3. That a new 'Rural Resource 1A' is to be added to Bylaw No. 1299, 2005 immediately following Section 409, as follows:

409A. RURAL RESOURCE 1A ZONE RUR 1A

The following provisions apply to lands in the Rural Resource 1A Zone:

1. Permitted Principal Uses

Only the following principal uses are permitted:

(a) Agriculture;
(b) Campgrounds (See Sections 303 and 318);
(c) Conservation areas, ecological reserves, wildlife sanctuaries;
(d) Forestry, logging, silviculture;
(e) Guest ranches (See Section 319);
(f) Intensive agriculture, *only on properties located within the Agricultural Land Reserve*;
(g) Interpretive centres;
(h) Log dumps and yards;
(i) Log home manufacturing;
(j) Portable shake, shingle and sawmills;
(k) Post and tie operations;
(l) Processing of agricultural products; *only if a minimum of 50% of products processed are grown on-farm*;
(m) Ranching;
(n) Riding stables;
(o) Sales of agricultural products grown or raised in the area, *only if sales floor are is less than 112 m^2*;
(p) Single family dwelling;
(q) Veterinary clinics excluding kennels/animal shelters.

2. Permitted Secondary Uses

Only the following secondary uses are permitted and only in conjunction with a use listed in paragraph 1 above:

(a) Accessory buildings and structures;
(b) Home-based business (See Section 306); and
(c) Secondary Suite, *on parcels greater than 1.0 hectare in area (see Section 320).* and
(d) Kennel.

3. Parcel Area

For lands to be subdivided, parcel size must not be less than 10 hectares.

4. Density

Maximum one single family dwelling per parcel.

5. Setbacks

Minimum setbacks for buildings and structures:

(a) for parcels less than 1 hectare in area:

(i) 7.5 m from a front parcel line;
(ii) 1.5 m from an interior side parcel line;
(iii) 4.5 m from an exterior side parcel line;
(iv) 4.5 m from a rear parcel line.

(b) for parcels 1 hectare or greater in area minimum setback must not be less than 7.5 m from any parcel line.

6. Parcel Coverage

Maximum Coverage for buildings & structures combined	**Commodity**
20%	Apiculture
25%	Tree, vine, field and forage crops
35%	Mushrooms
35%	Livestock (including confined livestock areas), poultry, game and fur
35%	Nurseries, specialty wood crops and turf farms
75%	Greenhouses

7. Parking

Off-street parking must be provided in accordance with the parking regulations as shown in Part 3 of this Bylaw.

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4. That Schedule A (Zoning Map) of Bylaw No. 1299, 2005 be amended to rezone the following property from the current Rural Resource 1 (RUR 1) to Rural Resource 1A (RUR 1A):

Lot B, DL 3231S, SDYD, Plan 32523 outlined in red on the Schedule Z attached hereto and forming part of this bylaw.

READ A FIRST TIME AND SECOND TIME this 1st day of May, 2014.

PUBLIC HEARING NOTICE ADVERTISED in the Grand Forks Gazette this 28th day of May, 2014 and also this 4th day of June, 2014.

PUBLIC HEARING held on this 9th day of June, 2014.

READ A THIRD TIME this 26th day of June, 2014.

I, Elaine Kumar, Manager of Corporate Administration hereby certify the foregoing to be a true and correct copy of Bylaw No. 1551, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1551, 2014" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 26th day of June, 2014.

_____
Manager of Corporate Administration

APPROVED by the Ministry of Transportation and Infrastructure Approving Officer this _____ day of _____, 2014.

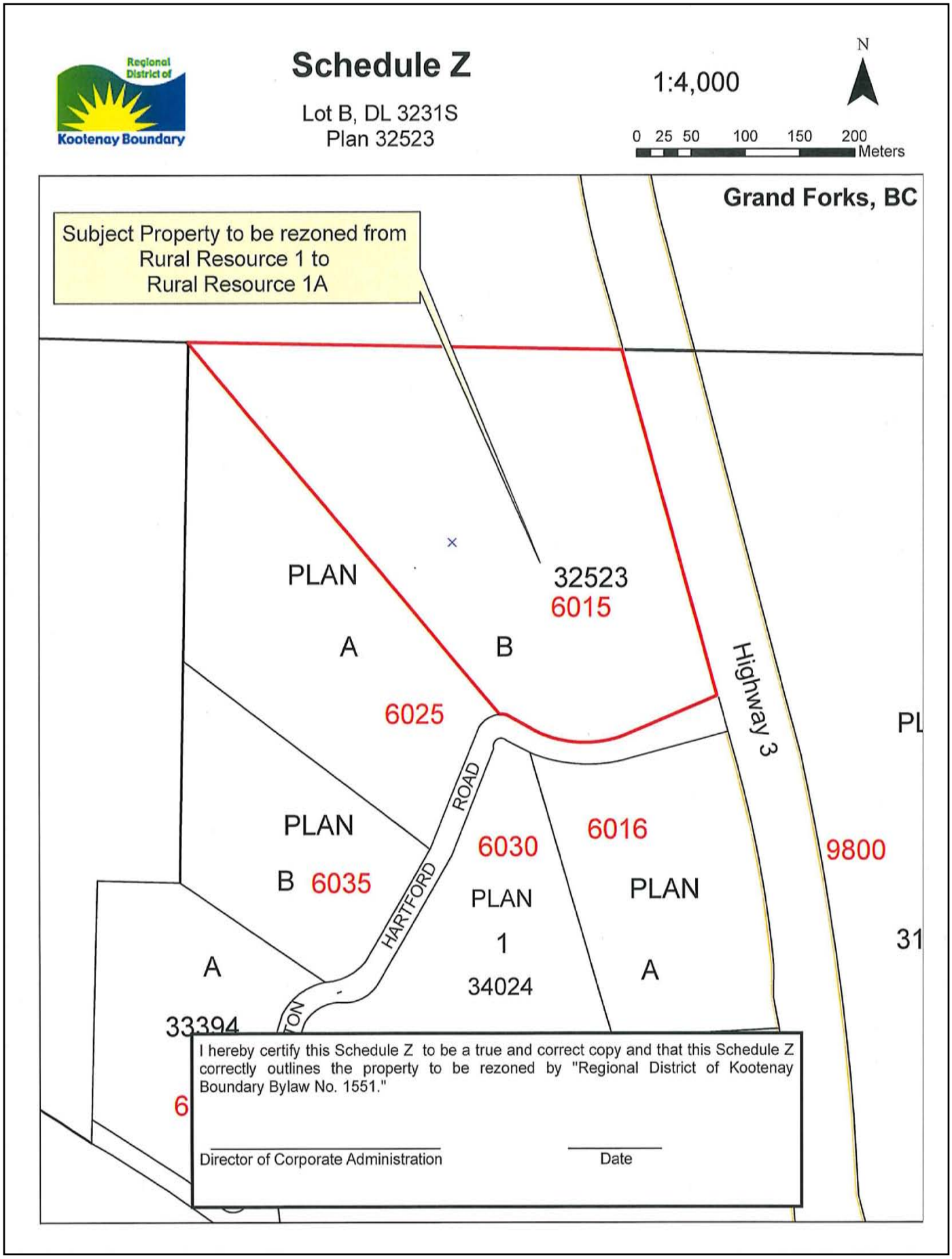
_____
APPROVING OFFICER

RECONSIDERED AND FINALLY ADOPTED this _____ day of _____, 2014.

_____ _____
Manager of Corporate Administration Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1551, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1551, 2014".

_____
Manager of Corporate Administration


Regional District of Kootenay Boundary
Schedule Z
Lot B, DL 3231S
Plan 32523
1:4,000
N
0 25 50 100 150 200 Meters
Grand Forks, BC
Subject Property to be rezoned from Rural Resource 1 to Rural Resource 1A
PLAN
32523
6015
A
B
6025
Highway 3
PLAN
B 6035
HARTFORD ROAD
6030
PLAN
1
34024
6016
PLAN
A
9800
A
33394
I hereby certify this Schedule Z to be a true and correct copy and that this Schedule Z correctly outlines the property to be rezoned by "Regional District of Kootenay Boundary Bylaw No. 1551."
Director of Corporate Administration
Date

Regional District of Kootenay Boundary

STAFF REPORT

Date: 02 Jun 2014 **File** ES Administration - Climate

To: **Chair McGregor and Board Members**

From: Bryan Teasdale, Manager of Infrastructure and Sustainability

Re: 2013 CARIP Final Report and Contribution to Climate Action Reserve Fund

Issue Introduction

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2013 Climate Action Revenue Incentive Program (CARIP) Report and associated contribution to the Climate Action Reserve Fund.

History/Background Factors

In 2008, the Province of BC announced the Climate Action Reporting Incentive Program (CARIP) to offset the carbon tax paid by BC local governments that have committed to becoming carbon neutral within their corporate operations under the BC Climate Action Charter.

To be eligible for the CARIP conditional grant, local governments are required to sign on to the BC Climate Action Charter and report publicly on their plan and progress towards meeting their climate action goals. The RDKB completed a Corporate Greenhouse Gas Emissions Reduction Plan (2010), Corporate Greenhouse Gas Emissions Inventory (2008-2013) and relevant reporting activities as per the BC Climate Action Charter.

Additionally, in 2013, the RDKB created a Climate Action Reserve Fund for allocation towards the completion of local energy reduction projects, operational reviews and/or audits of energy intensive services, or to invest into future capital infrastructure towards regional emissions reduction projects. This approach satisfies the BC Climate Action Charter's requirements to be considered "working towards

carbon neutrality" and allows for the RDKB to receive annual CARIP revenues for future years.

RDKB Carbon Offsets Purchase for 2013

The RDKB Board of Directors adopted Bylaw #1537 - RDKB Climate Action Reserve Fund that calls for yearly funding contributions of $25/tonne of RDKB calculated CO2e emissions commencing in the corresponding fiscal year. In 2013, the RDKB contributed $30,150 to the Climate Action Reserve (1206 tonnes of 2012 emissions). In 2014, the proposed contribution to offset 2013 calculated CO2e emissions of 1337 tonnes is $33,425.

This increase above is mainly due to increased data sets received by the RDKB in relation to "Contracted Services", as well as amendments and adjustments related to the previous year's base calculation.

Implications

The current 2014-2018 Budget and Five-Year Financial Plan have resources to allocate the required funds to the RDKB Climate Action Reserve Fund to offset the RDKB's 2013 measurable greenhouse gas emissions reported to the Province of BC.

Advancement of Strategic Planning Goals

The allocation of funds to the Climate Action Reserve Fund supports the Board's overall mandate for promoting environmental stewardship and proactive climate preparedness.

Background Information Provided

1. 2013 Final Climate Action Reporting Incentive Program Report

Alternatives

1. Receive the Report.
2. Receive the Report and allocate $33,425 to the RDKB Climate Action Reserve Fund to offset the RDKB's measurable corporate greenhouse gas emissions reported to the Province of BC for the 2013 fiscal year.
3. Not to receive the Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the 2013 Climate Action Revenue Incentive Program (CARIP) Report and associated contribution to the Climate Action Reserve Fund, be received.

That the Regional District of Kootenay Boundary Board of Directors contribute $33,425 to the RDKB Climate Action Reserve Fund to offset the RDKB's 2013 measurable corporate greenhouse gas emissions reported to the Province of BC.

CLIMATE ACTION REVENUE INCENTIVE PROGRAM (CARIP) PUBLIC REPORT
For Reporting Year = 2013

GENERAL INFORMATION	Fill in the boxes below
Name of Local Government	RDKB
Member of Regional District (RD)	RDKB
Regional Growth Strategy (RGS) in region	No
Population	32,000
Report Submitted by	
Name	Beth Burget
Title	Manager of Financial Services
Email	bburget@rdkb.com
Phone	250 368 9148

CLIMATE ACTION REVENUE INCENTIVE PROGRAM (CARIP) PUBLIC REPORT
For Reporting Year = **2013**

Community-Wide Actions

1.1 MEASURE		
Community Wide Measurement Actions **QUESTION**	**ANSWER**	**ADDITIONAL INFORMATION**
Have you been using the *Community Energy and Emissions Inventory* (CEEI) to measure progress? What else have you been using instead of/in addition to CEEI?	*Yes*	*Looking forwarded to updates to CEEIs and more detail for Electoral Areas in Regional Districts.*

1.2 PLAN		
Community Wide Targets **QUESTION**	**ANSWER**	**ADDITIONAL INFORMATION**
Do your OCP(s) have targets, policies and actions to reduce GHG emissions, as per the requirements under the *Local Governments Act* (LGA)? If yes, please identify the targets set. If no or in progress, please comment.	*Yes*	*Five of six RDKB OCPs include targets, policies and actions that are in line with the Provincial targets. The sixth OCP is currently under review and will meet the LGA requirements in the near future.*

1.3 REDUCE

Supportive Community-Wide Actions

Supportive Community-Wide Actions	**Actions Taken in 2013**	**Proposed Actions for 2014**
Broad Planning (e.g. creation/revision of OCPs, CEPs, transportation plans)	*Revision of two OCPs to include policies, targets and actions.*	*Revision of remaining OCP.*
Building and Lighting (e.g. developed green building policy, increased density in the downtown)		
Energy Generation (e.g. signed on to provincial 'solar ready' regulation, explored options for bioheating for buildings)		
Green Space (e.g. developed urban forestry policy, adopted park acquisition policy)		
Transportation (e.g. developed sustainable transportation plan, completed bicycle master plan)	*Continued support for Trails through the Kootenay Columbia Trails Society*	*Continues support for Trails through the Kootenay Columbia Trails Society*
Waste (e.g. introduced composting and recycling education programs)	*Have introduced organics collection activities in a sub-region of RDKB (Boundary area)*	*Reviewing region wide organics diversion programming*
Water/Sewer (e.g. participated in water smart initiatives, implemented Water Action Plan, introduced rebates on low flush toilets)	*Some of our water systems have participated in water smart initiatives and completed water smart action plan documents*	*Completing a water meter implementation plan for a water system in the Fruitvale area*
Other Actions		

Direct Community-Wide Actions

Community-Wide Direct Actions	**Actions Taken in 2013**	**Proposed Actions for 2014**
Buildings (e.g. implement use of sustainability checklists and development permit guidelines for new buildings)		
Energy Generation (e.g. implement district energy, geothermal, solar)	*Participated in a review of a proposed District Energy System in the Greater Trail area*	
Transportation (e.g. implement bike lanes, pedestrian paths, upgrade transit service and infrastructure, improve roads, parking fees etc.)		
Waste (e.g. introduce composting and recycling programs)	*Introduced curb side recycling activities for areas outside of Greater Trail. Refine organics diversion efforts in and around the Grand Forks area.*	*Planning activities to expand organics diversion activities region-wide*
Water/Sewer (e.g. implement water conservation and reduction initiatives)	*Review current water systems conservation measures, water restrictions and reduction initiatives. Work on Liquid Waste Management Planning activities for a regional system in the Greater Trail area*	*Review current water systems conservation measures, water restrictions and reduction initiatives. Finalize Stage 2 of the Liquid Waste Management Planning activities for a regional system in the Greater Trail area*
Green Space (e.g. plant trees, conserve forest etc.)		
Other Actions		

1.4 COMMUNITY-WIDE INNOVATION	**Answer**
Is there any activity that you have been engaged in over the past year(s) that you are particularly proud of and would like to share with other local governments? Please describe and add links to additional information where possible.	*Composting project - significant amount of organic resource is being diverted from the landfill, helping reduce methane production and creation of a valuable material for landfill closures.*

CLIMATE ACTION REVENUE INCENTIVE PROGRAM (CARIP) PUBLIC REPORT
For Reporting Year = *2013*

Corporate Actions

2.1 MEASURE	
Corporate Measurement Actions	**Answer**
QUESTION	
What steps has your local government taken toward completing its corporate emissions inventory (e.g. corporate assets identified related to energy and fuel data and calculated GHG emissions from energy use)?	The RDKB has completed a corporate energy and emissions inventory (i.e. energy and fule use tracking for all traditional services)
What tool are you using to measure, track and report on your corporate emissions (e.g. SMARTtool, other tools including excel spreadsheets)?	SMARTtool

2.2 REDUCE		
Supportive Corporate Actions		
Supportive Corporate Actions	**Actions Taken in 2013**	**Proposed Actions for 2014**
Broad Planning *(e.g. developed corporate climate action plan)*	*Review of actions implemented in 2012 and review tracking inventories for updating / modifying current corporate action plan. Implementation of SmartTOOL for energy use and tracking activities*	Refine / update corproate Action Planning Document
Building and Lighting *(e.g. developed energy reduction plan for all corporate buildings)*	*Completion of draft energy reduction plans for some corporate buildings*	Complete additional reduction plans for corporate buildings
Energy Generation *(e.g. undertook feasibility study of green energy generation for civic buildings)*	*Possibly looking at energy audits for primary energy users.*	possibly look at more energy audits for high-energy using buildings
Transportation *(e.g. created anti-idling policy for city vehicles, bike to work week promotion)*	*Refine policies for sustainable transportation initiatives / opportunities*	Impliment developed policies
Waste *(e.g. completed waste audit of City Hall)*	*Continued implementation of relevant policies related to corporate recycling and diversion action. Creation of region-wide solid waste organics diversion plan.*	Continued implementation of relavent policies related to corporate waste and recycling actions.
Water/Sewer *(e.g. completed study of sewer and water energy use)*	*Review of current water energy use for all services and possible development of regional water-energy reduction strategy*	Complete water metering study for sub-regional water system, review policies related to water conservation.
Other Actions	*Continue with evaluation of energy capture and recovery opportunities for carbon offset potential within RDKB infrastructure assets. Create Climate Action Reserve Fund to further support local and regional Carbon Reduction / Neutral plans and projects*	Continue with energy capture / recovery opportunities for carbon offset potentials within RDKB infrastructure assetts. Contribute to established Climate Action Reserve to fund future projects related to local and regional carbon reduction projects
Direct Corporate Actions	**Actions Taken in 2013**	**Proposed Actions for 2014**
Building and Lighting (e.g. energy efficiency retrofits to municipal buildings)	*Install improved communications technologies to promote less travel for meetings*	
Energy Generation (e.g. implemented heat recovery systems, solar)	*Conducting energy-focused operational reviews of some major infrastructures for energy conversation potential*	
Fleet (e.g. anti-idling policies for fleet vehicles, purchasing of hybrid)	*Purchase of fuel efficient / right sizing of new replacement vehicles for specific aging fleet vehicles*	Reoplacement of
Waste (e.g. introduction of composting and recycling programs and education)	*Regional Liquid Waste Management Plan - Stage 2*	Complete LWMP Stage 2 and commence with Stage 3
Water/Sewer (e.g. initiated water conservation and reduction initiatives)	*Review of current water and energy use for all RDKB services and possible development of regional water-energy reduction strategy*	Proposed SCADA upgrade for localized utility services. Specific upgrades to pumps and assocaited infrastructure to maximize efficiencies.
Green Space (e.g. planting of trees)	*n/a*	n/a
Other Actions	*Continue with participation of Carbon Neutral Kootenays Project, with CBT, RDCK and RDEK*	Continue with evaluation of energy capture and recovery opportunities for carbon offset potential within RDKB infrastructure assets

2.3 CORPORATE INNOVATION	**Answer**

Is there any activity that you have been engaged in over the past year(s) that you are particularly proud of and would like to share with other local governments? Please describe and add links to additional information where possible.	CNK Project http://www.rdkb.com/Services/EnvironmentalServices/ClimateChangeInitiatives.aspx

You MUST fill this in for the 2013 reporting year.

CLIMATE ACTION REVENUE INCENTIVE PROGRAM (CARIP) PUBLIC REPORT

For Reporting Year = ***2013***

Prior to completing this section, please ensure that you are familiar with the "Becoming Carbon Neutral guidebook" available on the BC

BC Climate Action Toolkit Website

Carbon Neutral Progress Reporting

Is this your Final or Interim CARIP Report for 2013 ?	**Final**
Emissions/Offsets	**Tonnes CO2e** **Enter Values in White Boxes**
Annual corporate emissions using SMARTTool or equivalent inventory tool	**1337**
Emissions from services delivered directly by the local government	1256
Emissions from contracted services	81
Less: GHG reductions being claimed for this reporting year from Option 1 - GHG reduction project	**0**
Energy Efficient Building Retrofits and Fuel Switching *Solar Thermal* *Household Organic Waste Composting* *Low Emissions Vehicles*	
Less: GHG reductions being claimed for this reporting year from Option 2 - GHG reduction projects *Please list all Option 2 Projects Implemented (insert title of the projects(s) as per project plan template. If you have more than two Option 2 projects you can add more lines at the bottom of this sheet)*	**0**
Option 2 Project A *Option 2 Project B*	
Sum of Other Option 2 Projects *(if you have added projects below)*	**0**
Less: Offsets purchased for this reporting year (Option 3). Please identify your offset provider in the offset provider information section below.	

Balance of corporate emissions for this reporting year. *(If the corporate emissions balance is zero, your local government is carbon neutral for this reporting year)*	**1337**
Making Progress on Your Carbon Neutral Commitment If your community has not achieved carbon neutrality for this reporting year please describe the actions that you intend to take next year to move you toward your carbon neutral goal.	
We are currently working towards carbon neutrality and have established a bylaw to complete future energy related activities both locally and regionally. This new bylaw can be funded with future CARIP revenues and estimated offsets (calculated through SMARTtool) that the RDKB would be required to purchase in future years (at $25 per tonne).	
Additional "Option 2" Projects	
Option 2 Project C *Option 2 Project D* *Option 2 Project E* *Option 2 Project F* *Option 2 Project G* *Option 2 Project H*	
Offset Provider Information **(i)** Please Identify the name(s) of your offset provider(s) (Please answer below):	
(ii-a) The offsets being claimed in this CARIP Report were purchased from the offset provider(s) indicated above prior to making this CARIP report public (please indicate yes or no):	
OR **(ii-b)** There is a signed agreement in place between the reporting local government and the offset provider(s) indicated above to purchase the offsets by no later than June 1, 2014 (please indicate yes or no):	

Regional District of Kootenay Boundary

STAFF REPORT

Date: 06 Jun 2014 **File**: ES Administration – Water

To: **Chair McGregor and Board Members**
From: Bryan Teasdale, Manager of Infrastructure and Sustainability
Re: Completion of China Creek Water Users Transition Study

Issue Introduction
A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the findings of the China Creek Water Users Group Transition Study reviewing the option of the RDKB converting the current water system into a Specified Service Area.

History/Background Factors
In November 2011, the China Creek Water Users expressed their desire for the RDKB to investigate the possibility of transferring over ownership and service provision of their water system to the RDKB by completing a $15,000 Service Transition Study.

In January 2012, the RDKB applied for an Infrastructure Planning Grant to complete this Transition Study that, in short, would provide the following information:

1. Review current operations, costs and fees associated with the China Creek Water Users water system,
2. Determine potential upgrades required for that water system,
3. Determine the adequacy of the system with respect to daily, peak demand and fire flows, and
4. Estimate future water service fees that may be required to operate and maintain the water system, and their impact on system users.

In late 2013, the RDKB received approval of the planning grant, however, the study project was well underway (with prior approval from Director Worley) due to pressures from the Interior Health Authority. Additionally, based on the preliminary review of possible system improvements and the costs associated with them, the scope of the project was reduced to focus investigation on the supply of potable

water for the China Creek system from the Genelle Improvement District (GID) water system, as the two water systems are adjacent to each other. During the development of this option, the RDKB was in consultation with the GID to determine their ability and/or desire to review this possible option.

In January 2014, Director Worley and RDKB Staff attended a special meeting with the China Creek Water Users to present the draft study's findings. At that meeting, it was decided by the current system users that that both options allowing the China Creek water system to connect to the Genelle Improvement District water system were financially unattainable for the current 8-10 users. As such, direction was indicated by the user group not to proceed further with activities related to the transition the current water system into a RDKB Specified Service.

Implications
Financial implications of this transition to the RDKB include Staff time to prepare an Infrastructure Planning Grant final claim report, conducting site visits, providing support to consultants for completion of the final report and public consultation activities.

The study has been previously budgeted within the Feasibility Study Reserve Fund. However, as the total costs to complete the study were approximately $4,880, upon submission of a final claim, the RDKB should be receiving Provincial Infrastructure Gran Funding to cover the entire costs of the study.

Advancement of Strategic Planning Goals
The potential ability of the RDKB to consolidate costs associated with the operation and maintenance of small water systems could help to improve long-term efficiencies in service delivery of core services currently delivered by other parties.

Background Information Provided
1. China Creek Water Users Transition Study - Connection to Genelle Improvement District

Alternatives
1. Receive the Staff Report.
2. Not to receive the Staff Report.

Recommendation(s)
That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the findings of the China Creek Water Users Group Transition Study reviewing the option of the RDKB converting the current water system into a Specified Service Area, be received.

December 5, 2013 Our File: 960-061

Regional District of Kootenay Boundary
202-843 Rossland Avenue
Trail, BC V1R 4S8

Attention: Bryan Teasdale, Operations Manager

Dear Sir:

RE: ***China Creek Water Users - Connection to Genelle Improvement District***

Introduction

The China Creek Water Users (CCWU) water system provides service to 10 homes. The system is supplied by a creek source, and is on a long standing Boil Water Notice which was issued by the Interior Health Authority (IHA) in January 1997. The CCWU is considering ownership transition to the RDKB. Due to the challenges and disproportionate costs associated with operating a small water system such as CCWU, and the proximity to the nearby Genelle Improvement District (GID, or Genelle), the primary option being considered for water supply to CCWU at this time is a connection to the GID water system.

This letter presents a conceptual review for bulk treated water supply to the China Creek Water Users water system from the Genelle Improvement District.

Ownership and Operation

The main premise behind a bulk connection to the GID water system is that the connection would function in essence as an extension of the Genelle system.

The CCWU would transition ownership to the RDKB, and the RDKB would create a specified service area for the China Creek water services. The purpose of the specified area would be to construct and finance any capital improvements needed, and to pay for ongoing operation and maintenance of the China Creek water system.

The RDKB would intend to have operation of the China Creek water system contracted to the GID, with water tolls paid to the GID at the same 'per parcel' rates as are charged to existing GID services.

The GID has agreed to this operational setup in principle, on the basis that capital improvements are constructed to the China Creek system to bring it in compliance with the existing level of service provided throughout the rest of the Genelle water system.

…/2

2-860 Eldorado St ■ Trail BC ■ V1R 3V4 ■ www.true.bc.ca ■ tel 250.368.8707 ■ fax 250.368.8708
ENGINEERING ■ PLANNING ■ URBAN DESIGN

Design Criteria

Specific GID design criteria are not known. Typical rural residential design criteria are summarized from the recent BC ministry publications below:

	Design Guidelines for Rural Residential Community Water Systems	
Design Criteria	**2007**	**2012**
Watermain Sizing (minimum)	150 mm	150 mm
Water Distribution System Pressure (minimum at ground level under all conditions of flow including fireflow)	20 psi	20 psi
Working/Service Pressure (minimum during peak hour demand at living floor elevation)	40 – 100 psi	40 – 100 psi
Fire hydrant spacing (minimum)	150 m	150 m
Fireflows (minimum)	30 L/s (480 US gpm)	Per FUS 60 – 70 L/s (+/-1000 US gpm)

As seen above, the most recent "rural guidelines" include a marked shift in fireflow criteria; the current rural fireflow criterion is equivalent to urban design guidelines.

Water Supply Connection Options

The potential GID connection options are shown on the attached Figures 1 and 2, and are summarized as follows:

Option #1 – Connect to existing 200mm dia. steel watermain East of China Creek

- 25m open cut crossing of China Creek
- Fish Isolation, Stream Diversion, Rehabilitation, Environmental Approvals and Monitoring
- 605m of 150mm dia. PVC watermain
- Water services constructed to property line
- 400m^2 of road restoration (one lane at 100m length)

…/3

Option #2 – Connect to existing 200mm dia. AC watermain South of Highway 22

- 46m of 400 mm dia. steel casing pipe augered crossing of Highway #22
- 56m of 200mm dia. PVC watermain (under highway corridor)
- 475m of 150mm dia. PVC watermain
- Water services constructed to property line
- 400m^2 of road restoration (one lane at 100m length)

Service Pressures

In relation to the Rural Design Criteria presented in the previous section, both connection options are expected to provide similar service pressures, ranging from 25 psi to 70 psi as follows:

Civic Address	Water Service Static Pressure (psi)
890	71*
970	51*
1010	40*
1030	26

**Note: Floor elevations are assumed to be at the same elevation as the China Creek Road centreline.*

Working pressures during peak hour demands will be slightly lower than the calculated static pressures; as such, the highest elevation homes on China Creek Road will see working pressures below 40 psi on a regular basis. This does not meet rural guidelines; these homes would likely require private booster pumps to sustain domestic pressures.

Fireflows

Fireflow capacity is expected to vary along China Creek Road as well, as shown in the following table:

Proposed Fire Hydrant Location	Estimated Fireflow Capacity	
	Option #1	Option #2
Civic # 890	38.3 L/s (610 US gpm)	50.1 L/s (795 US gpm)
Civic # 960	36.2 L/s (575 US gpm)	50.4 L/s (800 US gpm)
Civic # 990	32.6 L/s (520 US gpm)	46.8 L/s (740 US gpm)
Civic # 1030	30.3 L/s (480 US gpm)	32.0 L/s (510 US gpm)

…/4

The previous table shows that neither option will be capable of providing fireflows in accordance with current FUS guidelines; significant upgrades to the existing GID water system would be required to achieve such flows. However, both options meet "historical" rural fireflow guidelines, and Option #2 achieves slightly higher flows that Option #1 due to a shorter run of pipe from the GID system to the proposed China Creek fire hydrants.

Project Costs

Overall project cost estimates are enclosed with this letter, and are summarized as follows:

Item	Option #1	Option #2
General Requirements	$15,000	$15,000
Connection/Crossing	$57,500	$68,100
Watermain and Servicing	$192,500	$166,500
Road Works	$87,750	$77,950
Road Works (Contingency)	$178,250	$178,250
Contingency and Approvals / Monitoring	$179,300	$151,740
Total Project Cost Estimate (c/w Rounding)	**$710,000**	**$660,000**

The Road Works Contingency costs are associated with the watermain placement within the China Creek Road right-of-way, from Civic # 890 to Civic # 966. There may be sufficient space to install the watermain in the boulevard, in between the western edge of pavement on China Creek Road and the armoured ditch which is located along the western limit of the boulevard on that stretch of roadway. FortisBC drawings show an existing gas main which is located approximately 6.0 m from the western property line of China Creek Road. If this gas main location is close to the edge of the paved road, it should be possible to install the watermain in the boulevard alongside the gas main with adequate separation and the additional road works contingency will be avoided.

Further to the costs identified above, TRUE is not aware if there will be any additional connection fees associated with the proposed GID water supply, or any costs associated with potential capital improvements to the GID water system (GID water supply / treatment storage improvements).

Finally, the costs shown above do not include any works on private property, such as water service piping and landscaping restorations from the property line to the homes.

…/5

Recommendations

Should the CCWU and RDKB decide to proceed with this project, the GID connection Option #2 (auger under the highway) is the recommended option, due to:

- lower estimated project costs
- improved fireflow capacity
- shorter project timelines (avoid environmental permitting issues associated with the Option #1 creek crossing)

It must be re-iterated that the uppermost homes on China Creek road may need to install private booster pumps, as their service pressures will be less than 40 psi.

Also, the number of homes connected on China Creek Road will have some impact on the final cost per home. However, the primary factor which will impact the "cost per home" is the road reconstruction requirements. Therefore, at the outset of project budgeting, the gas main should be physically located along china Creek Road to more accurately quantify project costs.

Yours truly,

TRUE Consulting

Scott Wallace, P.Eng.

SW/sa

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CLASS 'C' CONSTRUCTION COST ESTIMATE - DECEMBER 2013

OWNER: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

PROJECT: CHINA CREEK WATER SERVICE STUDY

OPTION #1 - Connect to Existing 200mm dia. Steel Watermain Northeast of China Creek - Open Cut Crossing of China Creek

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ITEM & DESCRIPTION		UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL PRICE
1.0	General Requirements (Mobilization, Survey, Traffic Control, Environmental Protection)	LS	1	$ 15,000.00	$ 15,000.00
2.0	China Creek Crossing				
2.1	Fish Isolation	LS	1	$ 5,000.00	$ 5,000.00
2.2	Stream Diversion	LS	1	$ 25,000.00	$ 25,000.00
2.3	Material Handling	LS	1	$ 10,000.00	$ 10,000.00
2.4	150mm dia. PVC DR18 Watermain c/w 300mm dia. Steel Casing	lm	25	$ 500.00	$ 12,500.00
2.5	Compensation for Streamworks Rehabilitation	LS	1	$ 5,000.00	$ 5,000.00
3.0	Watermain and Servicing				
3.1	150mm dia. PVC DR18 Watermain	lm	580	$ 200.00	$ 116,000.00
3.2	Tie to Existing 200mm dia. Steel Watermain including Tee, 2- Gate Valves and Reducer	LS	1	$ 6,500.00	$ 6,500.00
3.3	In Line 150mm dia. Gate Valve	each	2	$ 2,500.00	$ 5,000.00
3.4	Hydrant Assembly (c/w tee, valve, lead)	each	4	$ 5,000.00	$ 20,000.00
3.5	Air Release Valve Chamber c/w Air Valve	LS	1	$ 7,500.00	$ 7,500.00
3.6	Water Service Connection including Corp Stop, Curb Stop Connection to Main and 25mm dia. Poly Tubing to Property Line	each	15	$ 2,500.00	$ 37,500.00
4.0	Roadworks				
4.1	Removals - Subexcavation (150mm Thick)	m^2	750	$ 6.50	$ 4,875.00
4.2	25mm dia. Road Base, 150mm Thick Capping	m^2	750	$ 18.00	$ 13,500.00
4.3	Removals - 50mm Asphalt, 575mm Subexcavation for Road Base	m^2	400	$ 20.00	$ 8,000.00
4.4	Road Restoration Including 50mm Hot Asphalt, 25mm dia. Road Base - 225mm Thick, 75mm Road Sub Base - 300mm Thick, Subgrade Preparation	m^2	400	$ 135.00	$ 54,000.00
4.5	Shoulder Gravels (0.5m Width, 75mm Thick)	lm	295	$ 25.00	$ 7,375.00
5.0	Roadworks (CONTINGENCY)*				
5.1	Removals - 50mm Asphalt, 575mm Subexcavation for Road Base	m^2	1150	$ 20.00	$ 23,000.00
5.2	Road Restoration Including 50mm Hot Asphalt, 25mm dia. Road Base - 225mm Thick, 75mm Road Sub Base - 300mm Thick, Subgrade Preparation	m^2	1150	$ 135.00	$ 155,250.00
				Construction Cost Subtotal:	**$ 531,000.00**
				Contingency (15% of Construction Cost Subtotal):	**$ 79,650.00**
				Engineering Allowance (15% of Construction Cost Subtotal):	**$ 79,650.00**
				Environmental Approvals and Monitoring:	**$ 20,000.00**
				Connection Option #1 - Total Project Cost Estimate c/w Rounding (not including GST):	**$ 710,000.00**

Note: *-Section 5.0 - Roadworks (CONTINGENCY) is dependent on the exact location of the Gas main, in relation to the edge of pavement along China Creek Road and the edge of the armoured ditch in the boulevard. If sufficent space exists in the boulevard, the roadworks contingency will be avoided.

CLASS 'C' CONSTRUCTION COST ESTIMATE - DECEMBER 2013

OWNER: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

PROJECT: CHINA CREEK WATER SERVICE STUDY

OPTION #2 - Connect to Existing 200mm dia. AC Watermain Southeast of Highway 22 - Auger Casing under Highway 22

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ITEM & DESCRIPTION		UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL PRICE
1.0	General Requirements (Mobilization, Survey, Traffic Control, Environmental Protection)	LS	1	$ 15,000.00	$ 15,000.00
2.0	Highway 22 Crossing				
2.1	Mobilization	LS	1	$ 6,000.00	$ 6,000.00
2.2	Excavate, Auger and Install 400mm dia. Steel Casing	lm	46	$ 1,200.00	$ 55,200.00
2.3	Install 200mm dia. PVC DR18 Watermain c/w Casing Spacers	lm	46	$ 150.00	$ 6,900.00
3.0	Watermain and Servicing				
3.1	200mm dia. PVC DR18 Watermain	lm	10	$ 250.00	$ 2,500.00
3.2	150mm dia. PVC DR18 Watermain	lm	475	$ 200.00	$ 95,000.00
3.3	Tie to Existing 200mm dia. ACI Watermain including Tee, 2- Gate Valves	LS	1	$ 6,000.00	$ 6,000.00
3.4	In Line 150mm dia. Gate Valve	each	2	$ 2,500.00	$ 5,000.00
3.5	150x200 Tee	each	1	$ 500.00	$ 500.00
3.6	Hydrant Assembly (c/w tee, valve, lead)	each	4	$ 5,000.00	$ 20,000.00
3.7	Water Service Connection including Corp Stop, Curb Stop Connection to Main and 25mm dia. Poly Tubing to Property Line	each	15	$ 2,500.00	$ 37,500.00
4.0	Roadworks				
4.1	Removals - Subexcavation (150mm Thick)	m^2	350	$ 6.50	$ 2,275.00
4.2	25mm dia. Road Base Gravels, 150mm Thick Capping	m^2	350	$ 18.00	$ 6,300.00
4.3	Removals - 50mm Asphalt, 575mm Subexcavation for Road Base	m^2	400	$ 20.00	$ 8,000.00
4.4	Road Restoration Including 50mm Hot Asphalt, 25mm dia. Road Base - 225mm Thick, 75mm Road Sub Base - 300mm Thick, Subgrade Preparation	m^2	400	$ 135.00	$ 54,000.00
4.5	Shoulder Gravels (0.5m Width, 75mm Thick)	lm	295	$ 25.00	$ 7,375.00
5.0	Roadworks (CONTINGENCY)*				
5.1	Removals - 50mm Asphalt, 575mm Subexcavation for Road Base	m^2	1150	$ 20.00	$ 23,000.00
5.2	Road Restoration Including 50mm Hot Asphalt, 25mm dia. Road Base - 225mm Thick, 75mm Road Sub Base - 300mm Thick, Subgrade Preparation	m^2	1150	$ 135.00	$ 155,250.00
				Construction Cost Subtotal:	**$ 505,800.00**
				Contingency (15% of Construction Cost Subtotal):	**$ 75,870.00**
				Engineering Allowance (15% of Construction Cost Subtotal):	**$ 75,870.00**
				Connection Option #2 - Total Project Cost Estimate c/w Rounding (not including GST):	**$ 660,000.00**

Note: *-Section 5.0 - Roadworks (CONTINGENCY) is dependent on the exact location of the Gas main, in relation to the edge of pavement along China Creek Road and the edge of the armoured ditch in the boulevard. If sufficent space exists in the boulevard, the roadworks contingency will be avoided.



LEGEND

- PROPOSED AIR RELEASE VALVE
- PROPOSED FIRE HYDRANT
- PROPOSED WATER SERVICE
- PROPOSED GATE VALVE
- EXISTING WATER SERVICE BY CCWU
- PRIVATE WELL

NOTE: LOCATION OF EXISTING WELLS AND WATER SERVICES ARE UNKNOWN

RDKB
CHINA CREEK WATER SERVICE STUDY
OPTION #1 - CONNECTION TO G.I.D. EAST OF CHINA CREEK

TRUE CONSULTING

DESIGN BY: SW	
SCALE: 1:2000	
DWG NO.: FIG 1 960-061	REV:
DRAWN BY: SA	
DATE: DEC 5, 2013	



LEGEND

- PROPOSED FIRE HYDRANT
- PROPOSED WATER SERVICE
- PROPOSED GATE VALVE
- EXISTING WATER SERVICE BY CCWU
- PRIVATE WELL

NOTE: LOCATION OF EXISTING WELLS AND WATER SERVICES ARE UNKNOWN

RDKB
CHINA CREEK WATER SERVICE STUDY
OPTION #2 - CONNECTION TO G.I.D EAST OF HIGHWAY #22

TRUE CONSULTING

DESIGN BY: SW	
SCALE: 1:2000	
DRAWN BY: SA	DWG NO.: FIG 2 960-061
DATE: DEC 5, 2013	REV:

Regional District of Kootenay Boundary

STAFF REPORT

Date: 16 Jun 2014 **File** ADMN Community Works Fund (Gas Tax) Agreement 2014-2024

To: **Chair McGregor and Members of the RDKB Board of Directors**

From: Theresa Lenardon, Executive Assistant

Re: 2014-2024 Community Works Fund Agreement

Issue Introduction

A Staff Report from Theresa Lenardon, Executive Assistant regarding the 2014-2024 Community Works Fund Agreement (CWF) under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia is presented.

History/Background Factors

The CWF is delivered to all local governments in B.C. through a direct and annual allocation to support local priorities. The purpose of the CWF Agreement is to set out the roles and responsibilities of the Local Government and the Union of British Columbia Municipalities (UBCM) in dealings involving any CWF funds that may be delivered to the Local Government by the UBCM.

The CWF Program is based on a per-capita formula with a funding floor and delivered twice annually. It is estimated that $519 million will be delivered to local governments over the first five years. The 2014-2024 agreement replaces the current 2005-2015 CWF Agreement.

Prior to April 1, 2014 CWF funding was allowed to be invested towards capital projects that improve: 1) public transit, 2) local roads and bridges, 3) active transportation, 4) community energy, 5) water, 6) wastewater or solid waste infrastructure that reduce greenhouse gas emissions or provide cleaner air or cleaner water as well as 7) investment towards certain capacity building and Integrated Community Sustainability planning projects.

As of April 1, 2014 any unspent CWF funding can be used towards the costs of the following eligible investment categories: 1) local roads, bridges, 2) highways, 3) short-sea shipping, 4) short-line rail, 5) regional and local airports, 6) broadband connectivity, 7) public transit, 8) drinking water, 9) wastewater, 10) solid waste, 11) community energy systems, 12) brownfield redevelopment, 13) sport infrastructure, 14) recreational infrastructure, 15) cultural infrastructure, 16) tourism infrastructure, 17) disaster mitigation and 18) capacity building. Unspent funds are defined as any CWF funding a local government has received under the first

agreement, including interest earned, that has not been spend on eligible costs of an eligible project prior to April 1, 2014.

Local governments will need to enter into a 2014 CWF Agreement with the UBCM and submit the 2013 Gas Tax Annual Expenditure Report to the UBCM, prior to receiving funding.

Implications

Entering into the CWF Agreement will: allow the RDKB to make local choices in supporting local priorities, assist the RDKB move forward with eligible projects and initiatives that will help build and strengthen our communities and help communities renew public infrastructure that is in line with Federal objectives of productivity and economic growth with a cleaner environment.

Advancement of Strategic Planning Goals

Endorsing the CWF Agreement meets the following Strategic Plan Goals:

Exceptional Cost Effective and Efficient Services:
We will ensure we are responsible and proactive in funding our services.

Environmental Stewardship/Climate Preparedness:
We will continue to focus on waste management.
We will actively plan and advocate on behalf of our watershed.
We will plan for climate change adaptation and mitigation.

Improve and Enhance Communication:
We will continue to focus on partnerships that advance the interests of the Region.

Background Information Provided

1. Letter to Chair McGregor from Rhona Martin, UBCM President dated May 30, 2014
2. UBCM Gas Tax Agreement Community Works Fund Allocations (2014-2019)
3. 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia.

Alternatives

1. Receipt
2. Receipt and authorize the RDKB signatories to enter into the 2014-2024 Community Works Fund Agreement with the UBCM.

Recommendation(s)

That the Staff Report from Theresa Lenardon, Executive Assistant regarding the 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia be received.

Recommendation:
That the Regional District of Kootenay Boundary Board of Directors supports the 2014-2024 Community Works Fund Agreement under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia and authorizes the RKDB signatories to enter into the 2014-2024 Agreement.

1.

Gas Tax Program Services

...delivering the federal gas tax agreement funding in British Columbia

Administration provided By UBCM

Funding provided by: Government of Canada

Canada

In partnership with: The Province of BC

BRITISH COLUMBIA
www.gov.bc.ca

Gas Tax Program Services

Local Government House
525 Government St
Victoria BC V8V 0A8

Phone: 250-356-5134
Fax: 250-356-5119

Website:

www.ubcm.ca
under
Funding Programs

Renewed Gas Tax Fund

May 30, 2014

Chair Grace McGregor
Kootenay Boundary Regional District
202 - 843 Rossland Avenue
Trail, BC V1R 4S8

Dear Chair Grace McGregor:

Please find enclosed two (2) copies of your Community Works Fund (CWF) Agreement 2014-2024 under the Administrative Agreement on the Federal Gas Tax Fund in British Columbia (Gas Tax Agreement). This Agreement will replace your current 2005-2015 CWF Agreement.

If Board resolves to enter into the Agreement, the Chair and the Corporate Officer should sign both copies and return both to UBCM, along with a certified Board resolution. Upon receipt, the Union of BC Municipalities (UBCM) will sign and date the Agreement and return one fully executed copy for your records. At that time, and provided UBCM has received your 2013 Gas Tax annual expenditure report, UBCM will release your first of two Community Works Fund payments for 2014 in the amount of $221,620.44 . Your second payment is expected to be released by December 2014 and payments will continue in a semi-annual basis over the term of the 2014-2024 CWF Agreement.

The CWF will continue to provide dedicated long-term predictable federal funding to local governments for investments in capital and capacity building projects. Local governments will continue to make local choice on which eligible projects to fund through this program.

UBCM will also be making an additional payment towards CWF funding from interest accumulated over the term of the first Gas Tax Agreement (2005 – present). It is expected that this payment will see an additional $8 million allocated to BC Local Governments over the next two years of funding, and will coincide with your regular CWF payment starting July 2014.

Any CWF funding that you still have as unspent through CWF payments from 2005-2013 will be considered funds under your new CWF Agreement and any obligations outlined in the new Agreement will take effect for those funds upon completion of your 2013 Gas Tax annual expenditure report.

The renewed Gas Tax Agreement can be found on the UBCM website at www.ubcm.ca under the Funding Programs, Renewed Gas Tax Agreement tab.

Please feel free to contact Brant Felker, Gas Tax Policy & Program Manager if you have any questions about CWF or other programs under the Gas Tax Agreement. Brant can be reached by e-mail at bfelker@ubcm.ca or by phone at 250-356-0893.

Yours truly,



Rhona Martin
UBCM President

2.

Union of BC Municipalities
Gas Tax Agreement Community Works Fund Allocations
Year 1 - Year 5

Recipient Name	Year 1 2014/15	Projected Year 2 2015/16	Projected Year 3 2016/17	Projected Year 4 2017/18	Projected Year 5 2018/19
100 Mile House	$ 125,771.59	$ 125,771.59	$ 132,060.22	$ 132,060.22	$ 138,459.69
Abbotsford	$ 5,413,350.87	$ 5,413,350.87	$ 5,684,021.83	$ 5,684,021.83	$ 5,953,815.88
Alberni-Clayoquot	$ 444,325.63	$ 444,325.63	$ 466,542.16	$ 466,542.16	$ 488,810.03
Alert Bay	$ 67,878.24	$ 67,878.24	$ 71,272.16	$ 71,272.16	$ 74,787.74
Anmore	$ 55,972.13	$ 55,972.13	$ 58,770.74	$ 58,770.74	$ 61,694.23
Armstrong	$ 243,446.55	$ 243,446.55	$ 255,619.00	$ 255,619.00	$ 267,880.32
Ashcroft	$ 115,406.23	$ 115,406.23	$ 121,176.58	$ 121,176.58	$ 127,059.72
Barriere	$ 121,231.72	$ 121,231.72	$ 127,293.35	$ 127,293.35	$ 133,466.68
Belcarra	$ 51,838.46	$ 51,838.46	$ 54,430.38	$ 54,430.38	$ 57,147.27
Bowen Island	$ 59,711.85	$ 59,711.85	$ 62,697.45	$ 62,697.45	$ 65,807.84
Bulkley-Nechako	$ 838,932.49	$ 838,932.49	$ 880,879.62	$ 880,879.62	$ 922,804.37
Burnaby	$ 687,230.84	$ 687,230.84	$ 721,592.76	$ 721,592.76	$ 756,066.42
Burns Lake	$ 131,516.73	$ 131,516.73	$ 138,092.62	$ 138,092.62	$ 144,778.28
Cache Creek	$ 91,782.85	$ 91,782.85	$ 96,372.02	$ 96,372.02	$ 101,078.38
Campbell River	$ 1,302,922.99	$ 1,302,922.99	$ 1,368,069.94	$ 1,368,069.94	$ 1,433,107.83
Canal Flats	$ 78,725.71	$ 78,725.71	$ 82,662.01	$ 82,662.01	$ 86,717.95
Capital	$ 1,043,748.80	$ 1,043,748.80	$ 1,095,936.87	$ 1,095,936.87	$ 1,148,064.31
Cariboo	$ 1,633,811.01	$ 1,633,811.01	$ 1,715,502.56	$ 1,715,502.56	$ 1,797,023.26
Castlegar	$ 364,014.18	$ 364,014.18	$ 382,215.08	$ 382,215.08	$ 400,482.33
Central Coast	$ 178,803.67	$ 178,803.67	$ 187,743.93	$ 187,743.93	$ 196,785.13
Central Kootenay	$ 1,269,737.76	$ 1,269,737.76	$ 1,333,225.43	$ 1,333,225.43	$ 1,396,610.24
Central Okanagan	$ 641,669.24	$ 641,669.24	$ 673,753.08	$ 673,753.08	$ 705,851.39
Central Saanich	$ 690,241.80	$ 690,241.80	$ 724,754.30	$ 724,754.30	$ 759,272.19
Chase	$ 150,238.66	$ 150,238.66	$ 157,750.66	$ 157,750.66	$ 165,368.93
Chetwynd	$ 155,863.27	$ 155,863.27	$ 163,656.51	$ 163,656.51	$ 171,554.96
Chilliwack	$ 3,181,142.37	$ 3,181,142.37	$ 3,340,201.48	$ 3,340,201.48	$ 3,498,800.68
Clearwater	$ 143,649.83	$ 143,649.83	$ 150,832.38	$ 150,832.38	$ 158,122.43
Clinton	$ 75,551.82	$ 75,551.82	$ 79,329.43	$ 79,329.43	$ 83,227.26
Coldstream	$ 464,373.36	$ 464,373.36	$ 487,592.30	$ 487,592.30	$ 510,858.82
Columbia Shuswap	$ 844,155.35	$ 844,155.35	$ 886,363.62	$ 886,363.62	$ 928,548.54
Colwood	$ 696,549.40	$ 696,549.40	$ 731,377.28	$ 731,377.28	$ 766,209.39
Comox	$ 597,475.84	$ 597,475.84	$ 627,349.98	$ 627,349.98	$ 657,246.85
Comox Valley	$ 950,500.73	$ 950,500.73	$ 998,026.34	$ 998,026.34	$ 1,045,508.73
Coquitlam	$ 410,999.84	$ 410,999.84	$ 431,550.05	$ 431,550.05	$ 452,217.74
Courtenay	$ 1,018,196.98	$ 1,018,196.98	$ 1,069,107.45	$ 1,069,107.45	$ 1,119,962.05
Cowichan Valley	$ 1,484,196.27	$ 1,484,196.27	$ 1,558,407.00	$ 1,558,407.00	$ 1,632,474.81
Cranbrook	$ 826,156.58	$ 826,156.58	$ 867,464.91	$ 867,464.91	$ 908,753.24
Creston	$ 263,172.88	$ 263,172.88	$ 276,331.66	$ 276,331.66	$ 289,575.62
Cumberland	$ 186,517.42	$ 186,517.42	$ 195,843.38	$ 195,843.38	$ 205,268.84
Dawson Creek	$ 515,356.47	$ 515,356.47	$ 541,124.59	$ 541,124.59	$ 566,930.78
Delta	$ 335,083.57	$ 335,083.57	$ 351,837.91	$ 351,837.91	$ 368,711.33
Duncan	$ 248,147.12	$ 248,147.12	$ 260,554.61	$ 260,554.61	$ 273,050.07
East Kootenay	$ 677,907.82	$ 677,907.82	$ 711,803.61	$ 711,803.61	$ 745,707.11
Elkford	$ 151,363.58	$ 151,363.58	$ 158,931.83	$ 158,931.83	$ 166,606.14
Enderby	$ 167,795.49	$ 167,795.49	$ 176,185.34	$ 176,185.34	$ 184,678.19
Esquimalt	$ 701,209.80	$ 701,209.80	$ 736,270.70	$ 736,270.70	$ 771,334.96
Fernie	$ 228,702.03	$ 228,702.03	$ 240,137.24	$ 240,137.24	$ 251,664.08
Fort St. James	$ 117,937.30	$ 117,937.30	$ 123,834.21	$ 123,834.21	$ 129,843.43
Fort St. John	$ 797,631.75	$ 797,631.75	$ 837,513.82	$ 837,513.82	$ 877,381.22
Fraser-Fort George	$ 644,280.67	$ 644,280.67	$ 676,495.08	$ 676,495.08	$ 708,723.47
Fraser Lake	$ 96,885.18	$ 96,885.18	$ 101,729.47	$ 101,729.47	$ 106,690.00
Fraser Valley	$ 718,244.34	$ 718,244.34	$ 754,156.99	$ 754,156.99	$ 790,069.80
Fruitvale	$ 130,994.44	$ 130,994.44	$ 137,544.22	$ 137,544.22	$ 144,203.86
Gibsons	$ 228,260.09	$ 228,260.09	$ 239,673.21	$ 239,673.21	$ 251,178.03
Gold River	$ 100,902.76	$ 100,902.76	$ 105,947.93	$ 105,947.93	$ 111,108.59
Golden	$ 198,690.69	$ 198,690.69	$ 208,625.32	$ 208,625.32	$ 218,657.18
Grand Forks	$ 210,100.63	$ 210,100.63	$ 220,605.76	$ 220,605.76	$ 231,205.98
Granisle	$ 62,173.27	$ 62,173.27	$ 65,281.94	$ 65,281.94	$ 68,513.34
Greenwood	$ 78,444.48	$ 78,444.48	$ 82,366.72	$ 82,366.72	$ 86,408.65
GVRD	$ 110,317.94	$ 110,317.94	$ 115,833.88	$ 115,833.88	$ 121,473.55
Harrison Hot Springs	$ 108,978.10	$ 108,978.10	$ 114,427.04	$ 114,427.04	$ 119,989.96
Hazelton	$ 60,847.47	$ 60,847.47	$ 63,889.85	$ 63,889.85	$ 67,055.20
Highlands	$ 135,172.73	$ 135,172.73	$ 141,931.42	$ 141,931.42	$ 148,799.20
Hope	$ 289,809.44	$ 289,809.44	$ 304,300.07	$ 304,300.07	$ 318,870.90
Houston	$ 176,433.29	$ 176,433.29	$ 185,255.04	$ 185,255.04	$ 194,178.16
Hudson's Hope	$ 88,970.54	$ 88,970.54	$ 93,419.09	$ 93,419.09	$ 97,985.37

CWF Payment information is based on current census data.
Boundary changes, incorporations of new local governments
may also vary the available funding in subsequent years.
Funds are subject to Federal transfer of Gas Tax.

Union of BC Municipalities
Gas Tax Agreement Community Works Fund Allocations
Year 1 - Year 5

Recipient Name	Year 1 2014/15	Projected Year 2 2015/16	Projected Year 3 2016/17	Projected Year 4 2017/18	Projected Year 5 2018/19
Invermere	$ 168,719.54	$ 168,719.54	$ 177,155.59	$ 177,155.59	$ 185,694.46
Jumbo	$ 50,000.00	$ 50,000.00	$ 52,500.00	$ 52,500.00	$ 55,125.00
Kamloops	$ 3,492,183.54	$ 3,492,183.54	$ 3,666,794.91	$ 3,666,794.91	$ 3,840,888.26
Kaslo	$ 91,220.39	$ 91,220.39	$ 95,781.43	$ 95,781.43	$ 100,459.78
Kelowna	$ 4,763,105.29	$ 4,763,105.29	$ 5,001,263.56	$ 5,001,263.56	$ 5,238,666.39
Kent	$ 277,555.82	$ 277,555.82	$ 291,433.76	$ 291,433.76	$ 305,394.18
Keremeos	$ 103,433.83	$ 103,433.83	$ 108,605.56	$ 108,605.56	$ 113,892.30
Kimberley	$ 317,249.53	$ 317,249.53	$ 333,112.17	$ 333,112.17	$ 349,049.90
Kitimat	$ 384,865.42	$ 384,865.42	$ 404,108.91	$ 404,108.91	$ 423,414.84
Kitimat-Stikine	$ 697,232.39	$ 697,232.39	$ 732,094.42	$ 732,094.42	$ 766,960.55
Kootenay Boundary	$ 443,240.88	$ 443,240.88	$ 465,403.18	$ 465,403.18	$ 487,617.01
Ladysmith	$ 368,232.64	$ 368,232.64	$ 386,644.47	$ 386,644.47	$ 405,121.86
Lake Country	$ 520,378.45	$ 520,378.45	$ 546,397.67	$ 546,397.67	$ 572,454.03
Lake Cowichan	$ 169,482.88	$ 169,482.88	$ 177,957.10	$ 177,957.10	$ 186,534.00
Langford	$ 1,224,258.74	$ 1,224,258.74	$ 1,285,472.43	$ 1,285,472.43	$ 1,346,591.75
Langley, Township	$ 347,398.94	$ 347,398.94	$ 364,769.07	$ 364,769.07	$ 382,258.00
Langley, City	$ 121,599.90	$ 121,599.90	$ 127,679.94	$ 127,679.94	$ 133,883.49
Lantzville	$ 194,673.11	$ 194,673.11	$ 204,406.86	$ 204,406.86	$ 214,238.58
Lillooet	$ 143,288.24	$ 143,288.24	$ 150,452.72	$ 150,452.72	$ 157,724.76
Lions Bay	$ 53,762.56	$ 53,762.56	$ 56,450.69	$ 56,450.69	$ 59,263.74
Logan Lake	$ 133,284.47	$ 133,284.47	$ 139,948.74	$ 139,948.74	$ 146,722.46
Lumby	$ 119,544.34	$ 119,544.34	$ 125,521.60	$ 125,521.60	$ 131,610.87
Lytton	$ 59,160.09	$ 59,160.09	$ 62,118.10	$ 62,118.10	$ 65,199.40
Mackenzie	$ 190,896.59	$ 190,896.59	$ 200,441.50	$ 200,441.50	$ 210,085.10
Maple Ridge	$ 267,109.19	$ 267,109.19	$ 280,464.78	$ 280,464.78	$ 293,940.85
Masset	$ 85,515.42	$ 85,515.42	$ 89,791.21	$ 89,791.21	$ 94,185.37
McBride	$ 73,543.03	$ 73,543.03	$ 77,220.19	$ 77,220.19	$ 81,017.96
Merritt	$ 335,770.58	$ 335,770.58	$ 352,559.29	$ 352,559.29	$ 369,419.62
Metchosin	$ 242,964.44	$ 242,964.44	$ 255,112.79	$ 255,112.79	$ 267,350.09
Midway	$ 77,078.50	$ 77,078.50	$ 80,932.44	$ 80,932.44	$ 84,906.33
Mission	$ 1,513,444.26	$ 1,513,444.26	$ 1,589,117.41	$ 1,589,117.41	$ 1,664,642.17
Montrose	$ 91,381.09	$ 91,381.09	$ 95,950.17	$ 95,950.17	$ 100,636.52
Mount Waddington	$ 200,378.08	$ 200,378.08	$ 210,397.08	$ 210,397.08	$ 220,512.99
Nakusp	$ 113,035.85	$ 113,035.85	$ 118,687.69	$ 118,687.69	$ 124,452.75
Nanaimo, City	$ 3,417,135.11	$ 3,417,135.11	$ 3,587,994.01	$ 3,587,994.01	$ 3,758,348.91
Nanaimo, Regional District	$ 1,596,728.73	$ 1,596,728.73	$ 1,676,566.15	$ 1,676,566.15	$ 1,756,239.63
Nelson	$ 460,998.59	$ 460,998.59	$ 484,048.79	$ 484,048.79	$ 507,147.20
New Denver	$ 70,248.61	$ 70,248.61	$ 73,761.05	$ 73,761.05	$ 77,394.72
New Hazelton	$ 76,757.09	$ 76,757.09	$ 80,594.96	$ 80,594.96	$ 84,552.84
New Westminster	$ 238,344.77	$ 238,344.77	$ 250,262.12	$ 250,262.12	$ 262,300.55
North Cowichan	$ 1,207,344.72	$ 1,207,344.72	$ 1,267,712.70	$ 1,267,712.70	$ 1,327,989.47
North Okanagan	$ 782,806.88	$ 782,806.88	$ 821,947.69	$ 821,947.69	$ 861,076.61
North Saanich	$ 495,509.62	$ 495,509.62	$ 520,285.38	$ 520,285.38	$ 545,102.93
North Vancouver, District	$ 290,974.88	$ 290,974.88	$ 305,523.76	$ 305,523.76	$ 320,192.63
North Vancouver, City	$ 187,587.37	$ 187,587.37	$ 196,966.82	$ 196,966.82	$ 206,468.41
Northern Rockies	$ 274,100.70	$ 274,100.70	$ 287,805.88	$ 287,805.88	$ 301,594.19
Oak Bay	$ 773,767.32	$ 773,767.32	$ 812,456.15	$ 812,456.15	$ 851,134.77
Okanagan-Similkameen	$ 968,499.50	$ 968,499.50	$ 1,016,925.06	$ 1,016,925.06	$ 1,065,304.04
Oliver	$ 243,808.13	$ 243,808.13	$ 255,998.67	$ 255,998.67	$ 268,277.99
Osoyoos	$ 244,651.83	$ 244,651.83	$ 256,884.54	$ 256,884.54	$ 269,205.90
Parksville	$ 531,185.74	$ 531,185.74	$ 557,745.34	$ 557,745.34	$ 584,340.04
Peace River	$ 912,333.71	$ 912,333.71	$ 957,950.94	$ 957,950.94	$ 1,003,532.09
Peachland	$ 258,914.24	$ 258,914.24	$ 271,860.09	$ 271,860.09	$ 284,891.91
Pemberton	$ 145,176.51	$ 145,176.51	$ 152,435.39	$ 152,435.39	$ 159,801.50
Penticton	$ 1,370,860.29	$ 1,370,860.29	$ 1,439,404.15	$ 1,439,404.15	$ 1,507,826.26
Pitt Meadows	$ 100,631.79	$ 100,631.79	$ 105,663.41	$ 105,663.41	$ 110,818.97
Port Alberni	$ 762,839.50	$ 762,839.50	$ 800,981.93	$ 800,981.93	$ 839,116.19
Port Alice	$ 82,341.53	$ 82,341.53	$ 86,458.63	$ 86,458.63	$ 90,694.68
Port Clements	$ 65,186.46	$ 65,186.46	$ 68,445.79	$ 68,445.79	$ 71,827.29
Port Coquitlam	$ 210,842.14	$ 210,842.14	$ 221,384.34	$ 221,384.34	$ 232,048.19
Port Edward	$ 71,855.64	$ 71,855.64	$ 75,448.44	$ 75,448.44	$ 79,162.15
Port Hardy	$ 211,024.67	$ 211,024.67	$ 221,576.01	$ 221,576.01	$ 232,222.26
Port McNeill	$ 150,640.42	$ 150,640.42	$ 158,172.50	$ 158,172.50	$ 165,810.79
Port Moody	$ 144,135.27	$ 144,135.27	$ 151,342.09	$ 151,342.09	$ 158,671.95
Pouce Coupe	$ 79,649.75	$ 79,649.75	$ 83,632.26	$ 83,632.26	$ 87,734.23
Powell River, City	$ 578,914.61	$ 578,914.61	$ 607,860.68	$ 607,860.68	$ 636,832.94

CWF Payment information is based on current census data.
Boundary changes, incorporations of new local governments may also vary the available funding in subsequent years.
Funds are subject to Federal transfer of Gas Tax.

Union of BC Municipalities
Gas Tax Agreement Community Works Fund Allocations
Year 1 - Year 5

Recipient Name	Year 1 2014/15	Projected Year 2 2015/16	Projected Year 3 2016/17	Projected Year 4 2017/18	Projected Year 5 2018/19
Powell River, Regional District	$ 319,941.31	$ 319,941.31	$ 335,938.54	$ 335,938.54	$ 352,010.35
Prince George	$ 2,941,614.16	$ 2,941,614.16	$ 3,088,696.71	$ 3,088,696.71	$ 3,235,364.09
Prince Rupert	$ 552,519.10	$ 552,519.10	$ 580,145.38	$ 580,145.38	$ 607,802.78
Princeton	$ 159,438.92	$ 159,438.92	$ 167,410.94	$ 167,410.94	$ 175,487.51
Qualicum Beach	$ 399,007.31	$ 399,007.31	$ 418,957.90	$ 418,957.90	$ 438,968.29
Queen Charlotte	$ 87,925.97	$ 87,925.97	$ 92,322.29	$ 92,322.29	$ 96,836.53
Quesnel	$ 452,039.39	$ 452,039.39	$ 474,641.61	$ 474,641.61	$ 497,293.74
Radium Hot Springs	$ 81,216.61	$ 81,216.61	$ 85,277.46	$ 85,277.46	$ 89,457.48
Revelstoke	$ 336,815.15	$ 336,815.15	$ 353,656.09	$ 353,656.09	$ 370,568.45
Richmond	$ 593,752.16	$ 593,752.16	$ 623,440.09	$ 623,440.09	$ 653,241.71
Rossland	$ 192,865.20	$ 192,865.20	$ 202,508.55	$ 202,508.55	$ 212,250.21
Saanich	$ 4,459,376.12	$ 4,459,376.12	$ 4,682,347.74	$ 4,682,347.74	$ 4,904,620.66
Salmo	$ 95,760.25	$ 95,760.25	$ 100,548.30	$ 100,548.30	$ 105,452.79
Salmon Arm	$ 751,630.45	$ 751,630.45	$ 789,212.41	$ 789,212.41	$ 826,788.32
Sayward	$ 62,735.73	$ 62,735.73	$ 65,872.53	$ 65,872.53	$ 69,131.94
Sechelt	$ 423,273.50	$ 423,273.50	$ 444,437.42	$ 444,437.42	$ 465,656.60
Sechelt Indian	$ 82,903.99	$ 82,903.99	$ 87,049.21	$ 87,049.21	$ 91,313.29
Sicamous	$ 148,069.17	$ 148,069.17	$ 155,472.69	$ 155,472.69	$ 162,982.89
Sidney	$ 499,085.27	$ 499,085.27	$ 524,039.82	$ 524,039.82	$ 549,035.48
Silverton	$ 57,834.28	$ 57,834.28	$ 60,726.00	$ 60,726.00	$ 63,741.26
Skeena-Queen Charlotte	$ 191,659.93	$ 191,659.93	$ 201,243.01	$ 201,243.01	$ 210,924.64
Slocan	$ 61,892.04	$ 61,892.04	$ 64,986.65	$ 64,986.65	$ 68,204.04
Smithers	$ 267,110.11	$ 267,110.11	$ 280,465.75	$ 280,465.75	$ 293,905.84
Sooke	$ 509,410.45	$ 509,410.45	$ 534,881.27	$ 534,881.27	$ 560,391.26
Spallumcheen	$ 253,088.75	$ 253,088.75	$ 265,743.32	$ 265,743.32	$ 278,484.94
Sparwood	$ 197,324.72	$ 197,324.72	$ 207,191.05	$ 207,191.05	$ 217,154.85
Squamish	$ 739,336.65	$ 739,336.65	$ 776,303.92	$ 776,303.92	$ 813,267.42
Squamish-Lillooet	$ 311,062.45	$ 311,062.45	$ 326,615.74	$ 326,615.74	$ 342,245.26
Stewart	$ 69,846.85	$ 69,846.85	$ 73,339.21	$ 73,339.21	$ 76,952.86
Strathcona	$ 453,405.37	$ 453,405.37	$ 476,075.89	$ 476,075.89	$ 498,796.06
Summerland	$ 503,183.20	$ 503,183.20	$ 528,342.65	$ 528,342.65	$ 553,542.44
Sun Peaks	$ 64,905.23	$ 64,905.23	$ 68,150.50	$ 68,150.50	$ 71,517.98
Sunshine Coast	$ 616,237.95	$ 616,237.95	$ 647,050.20	$ 647,050.20	$ 677,881.69
Surrey	$ 1,386,737.98	$ 1,386,737.98	$ 1,456,075.68	$ 1,456,075.68	$ 1,525,510.54
Tahsis	$ 62,695.56	$ 62,695.56	$ 65,830.34	$ 65,830.34	$ 69,087.76
Taylor	$ 105,161.39	$ 105,161.39	$ 110,419.50	$ 110,419.50	$ 115,792.30
Telkwa	$ 104,237.35	$ 104,237.35	$ 109,449.25	$ 109,449.25	$ 114,776.02
Terrace	$ 511,459.42	$ 511,459.42	$ 537,032.68	$ 537,032.68	$ 562,644.75
Thompson-Nicola	$ 978,342.57	$ 978,342.57	$ 1,027,260.29	$ 1,027,260.29	$ 1,076,129.59
Tofino	$ 125,369.83	$ 125,369.83	$ 131,638.37	$ 131,638.37	$ 138,017.83
Trail	$ 358,590.44	$ 358,590.44	$ 376,520.16	$ 376,520.16	$ 394,517.23
Tumbler Ridge	$ 158,876.46	$ 158,876.46	$ 166,820.35	$ 166,820.35	$ 174,868.91
Ucluelet	$ 115,366.05	$ 115,366.05	$ 121,134.40	$ 121,134.40	$ 127,015.53
Valemount	$ 90,979.33	$ 90,979.33	$ 95,528.32	$ 95,528.32	$ 100,194.66
Vancouver	$ 1,772,845.32	$ 1,772,845.32	$ 1,861,488.62	$ 1,861,488.62	$ 1,950,221.04
Vanderhoof	$ 229,987.65	$ 229,987.65	$ 241,487.15	$ 241,487.15	$ 253,078.03
Vernon	$ 1,582,707.37	$ 1,582,707.37	$ 1,661,843.71	$ 1,661,843.71	$ 1,740,818.74
Victoria	$ 3,264,748.24	$ 3,264,748.24	$ 3,427,987.70	$ 3,427,987.70	$ 3,590,751.63
View Royal	$ 426,889.33	$ 426,889.33	$ 448,234.03	$ 448,234.03	$ 469,633.33
Warfield	$ 118,298.89	$ 118,298.89	$ 124,213.87	$ 124,213.87	$ 130,241.10
Wells	$ 59,843.07	$ 59,843.07	$ 62,835.23	$ 62,835.23	$ 65,950.56
West Kelowna	$ 1,291,111.30	$ 1,291,111.30	$ 1,355,667.65	$ 1,355,667.65	$ 1,420,117.16
West Vancouver	$ 171,880.55	$ 171,880.55	$ 180,474.65	$ 180,474.65	$ 189,191.22
Whistler	$ 444,687.21	$ 444,687.21	$ 466,921.83	$ 466,921.83	$ 489,207.71
White Rock	$ 105,207.95	$ 105,207.95	$ 110,468.38	$ 110,468.38	$ 115,852.66
Williams Lake	$ 485,184.44	$ 485,184.44	$ 509,443.93	$ 509,443.93	$ 533,747.14
Zeballos	$ 55,021.98	$ 55,021.98	$ 57,773.08	$ 57,773.08	$ 60,648.24

CWF Payment information is based on current census data.
Boundary changes, incorporations of new local governments
may also vary the available funding in subsequent years.
Funds are subject to Federal transfer of Gas Tax.

2014-2024 COMMUNITY WORKS FUND AGREEMENT

under the

ADMINISTRATIVE AGREEMENT ON THE FEDERAL GAS TAX FUND IN BRITISH COLUMBIA

This Agreement made as of _____, 201__,

BETWEEN:

Kootenay Boundary Regional District (the Local Government)

AND

The **UNION OF BRITISH COLUMBIA MUNICIPALITIES** (UBCM) as continued by section 2 of the *Union of British Columbia Municipalities Act* RSBC *2006, c.1*, as represented by the President

WHEREAS:

A. Canada, British Columbia and UBCM wish to help communities build and revitalize their public infrastructure that supports national objectives of productivity and economic growth, a clean environment and strong cities and communities;
B. Canada, British Columbia and UBCM have entered into the Agreement setting out the roles and responsibilities of the Parties for the administration of the Federal Gas Tax Fund (GTF) in British Columbia;
C. The Agreement provides for delivery of funding that may be received by UBCM from Canada, including interest thereon, through three programs, one of which is Community Works Fund;
D. The Agreement sets out the purpose, terms and conditions of the Community Works Fund, and requires that in order to receive Community Works Fund funding, a Local Government must sign a Funding Agreement with UBCM;

NOW THEREFORE, in consideration of the mutual promises herein, UBCM and the Local Government agree as follows:

1. PURPOSE

The purpose of this Community Works Fund Agreement is to set out the roles and responsibilities of the Local Government and UBCM related to any Community Works Fund funds that may be delivered to the Local Government by UBCM:

2. SCHEDULES

The following Schedules, originating in whole or part from the Agreement, are attached to and form part of this Community Works Fund Agreement:

Schedule A - Definitions
Schedule B - Eligible Project Categories
Schedule C - Eligible and Ineligible Expenditures

Schedule D - Reporting and Audits
Schedule E - Communications Protocol

3. ROLE OF UBCM

3.1 UBCM has, pursuant to the Agreement, agreed with Canada and British Columbia to:

A. receive GTF funding from Canada and allocate funds so received from Canada pursuant to the Agreement, including allocating Community Works Funds to the Local Government to be spent on Eligible Projects and Eligible Expenditures in accordance with the terms and conditions of this Community Works Fund Agreement;

B. report to Canada and British Columbia, including Annual Reports and Outcome Reports, as required by the Agreement; and

C. fulfill other roles and responsibilities as set out in the Agreement.

4. CONTRIBUTION PROVISIONS

4.1 Over the term of this Community Works Fund Agreement, UBCM will pay the Local Government its annual allocation within 30 days of receipt of such funds from Canada.

4.2 Payments under section 4.1 are subject to UBCM receiving sufficient GTF funds from Canada, and Local Government compliance with this Community Works Fund Agreement and any other Funding Agreement under the First Agreement.

4.3 Annual allocation is based on a formula set out in section 3.4 of Annex B of the Agreement. In the first year of this Community Works Fund Agreement, the Local Government will receive $443,240.88 , in two equal instalments which, subject to section 4.2, are expected to be delivered in the month following July 15 and November 15, 2014.

4.4 Annual allocation to the Local Government for all subsequent years under this Community Works Fund Agreement continue to be based on the funding formula set out in the Agreement, but are subject to change by UBCM from the amount set out in section 4.3 due to such circumstances as local government boundary changes and new Local Government incorporations, changes in Census populations and changes in amounts that may be received by UBCM from Canada.

4.5 Timing of payments in subsequent years under this Community Works Fund Agreement to the Local Government by UBCM are subject to change due to any changes in timing of payments to UBCM by Canada.

5. USE OF FUNDS BY LOCAL GOVERNMENT

5.1 Any GTF funding that may be received by the Local Government and any Unspent Funds, and any interest earned thereon held by the Local Government must be used by the Local Government in accordance with this Community Works Fund Agreement, including specifically Section 6. (Commitments of the Local Government).

5.2 Any GTF funding that may be received by the Local Government and any Unspent Funds, and any interest earned thereon held by the Local Government will be treated as federal funds with respect to other federal infrastructure programs.

6. COMMITMENTS OF THE LOCAL GOVERNMENT

6.1 The Local Government shall:

A. Ensure that any Unspent Funds and any GTF funding received from UBCM, as well as any interest earned thereon are expended and used in accordance with Schedule B (Eligible Project Categories) and Schedule C (Eligible and Ineligible Expenditures).

B. Treat any Unspent Funds and any GTF funding received from UBCM, as well as any interest earned thereon as federal funds with respect to other federal infrastructure programs.

C. Over the term of this Community Works Fund Agreement, ensure that any Unspent Funds and any GTF funding received from UBCM, as well as any interest earned thereon result in incremental spending as measured by the methodology, which will include a Base Amount, approved by the Partnership Committee.

D. Comply with all Ultimate Recipient requirements outlined in Schedule E (Communications Protocol).

E. During the term of this Community Works Fund Agreement work to strengthen Asset Management, in accordance with the Asset Management framework developed by the Partnership Committee.

F. Invest, in a distinct account, GTF funding received from UBCM in advance of paying Eligible Expenditures.

G. With respect to Contracts, award and manage all Contracts in accordance with the Local Government's relevant policies and procedures and, if applicable, in accordance with the Agreement on Internal Trade and applicable international trade agreements, and all other applicable laws.

H. Invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.

I. Submit a report to UBCM, in a format acceptable to UBCM, by June 1 in each year, which includes:

- GTF transactions of the Local Government for the previous calendar year, in sufficient detail to allow UBCM to produce the Annual Report required by Schedule D (Reporting and Audits);
- a declaration from the Chief Financial Officer that the Local Government has complied with all Funding Agreements between it and UBCM; and

- any other information required by UBCM to fulfill its responsibilities under the Agreement, including, but not limited to project outcomes in relation to anticipated program benefits, expenditures made for tangible capital assets, and progress made towards Asset Management improvements.

J. Allow Canada and UBCM reasonable and timely access to all of its documentation, records and accounts and those of their respective agents or Third Parties related to the use of any Unspent Funds and any GTF funding, as well as any interest earned thereon, and all other relevant information and documentation requested by Canada or UBCM or its designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Community Works Fund Agreement.

K. Ensure that no current or former public servant or public office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from GTF funding, Unspent Funds and interest earned thereon, unless the provision or receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

L. Keep proper and accurate accounts and records in respect of all Eligible Projects for at least six (6) years after completion of the Eligible Project and, upon reasonable notice, make them available to Canada or UBCM.

M. Ensure actions do not establish or be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Canada, British Columbia, or UBCM and the Local Government, or between Canada, British Columbia, or UBCM and a Third Party.

N. Ensure the Local Government does not represent themselves, including in any agreement with a Third Party, as a partner, employee or agent of Canada, British Columbia or UBCM.

O. Ensure that the Local Government will not, at any time, hold the Government of Canada or British Columbia or any of their respective officers, servants, employees or agents responsible for any claims or losses of any kind that they, Third Parties or any other person or entity may suffer in relation to any matter related to GTF funding or an Eligible Project and that they will, at all times, compensate the Government of Canada or British Columbia and their respective officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to GTF funding or an Eligible Project, except to the extent to which such claims or losses relate to the negligence of an officer, employee, or agent of Canada in the performance of his or her duties.

P. Ensure that the Local Government will not, at any time, hold UBCM or any of its officers, servants, employees or agents responsible for any claims or losses of any kind that they, Third Parties or any other person or entity may suffer in relation to any matter related to GTF funding or an Eligible Project and that they will, at all times, compensate UBCM and its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to GTF funding or an Eligible Project, except to the extent to which such claims or losses relate to the act of negligence of an officer, employee, or agent of UBCM in the performance of his or her duties.

Q. Agree that the above requirements which, by their nature, should extend beyond the expiration or termination of this Agreement will extend beyond such expiration or termination.

7. TRANSITION

7.1 As of the effective date of this Community Works Fund Agreement, the First Community Works Fund Agreement is terminated.

7.2 Notwithstanding section 7.1, the Parties agree that prior to its termination, the First Community Works Fund Agreement is amended to add to section 6.2 of that agreement: Schedule A (Eligible Project Categories and Project Examples); Schedule B (Eligible Costs for Eligible Recipients) and Schedule E (Reporting and Audit).

7.3 Notwithstanding section 7.1, the Parties agree that the survival rights and obligations in Section 6.2 of the First Community Works Fund Agreement (including those added to that section by virtue of Section 7.2), and any other section of the First Community Works Fund Agreement that is required to give effect to that survival section, will continue to apply beyond the termination of the First Community Works Fund Agreement subject to the following:

A. Regardless of any wording in the First Community Works Fund Agreement with another effect, Unspent Funds, including interest earned thereon, will, as of the effective date of this Community Works Fund Agreement, be subject to this Community Works Fund Agreement;

B. Unspent Funds that fall within the reporting period of the 2013 Annual Expenditure Report (as defined in the First Community Works Fund Agreement) will be reported by the Local Government to UBCM in accordance with the First Community Works Fund Agreement;

C. Unspent Funds that fall within the reporting period that includes January 1, 2014 to the effective date of this Community Works Fund Agreement will be reported by the Local Government to UBCM in accordance with this Community Works Fund Agreement;

D. The survival of the reporting obligations under Section 3.2 and section 1.1 of Schedule E (Reporting and Audits) of the First Community Works Fund Agreement extends only until these obligations are fulfilled by the Local Government for the 2013 reporting year, after which, the reporting obligations under Section 6.1(i) and Schedule D of this Community Works Fund Agreement will apply; and

E. Any matters that Section 3.1 (iv) and Schedule G of the First Community Works Fund Agreement would have applied to will be dealt with under Section 6.1(d) and Schedule E (Communications Protocol) of this Community Works Fund Agreement.

8. TERM

This Community Works Fund Agreement will be effective as of April 1, 2014 and will be in effect until March 31, 2024 unless the Parties agree to renew it. In the event where this Community Works Fund Agreement is not renewed, any GTF funding and Unspent Funds, and any interest earned thereon held by the Local Government, that have not been expended on Eligible Projects or other expenditures authorized by this Community Works Fund Agreement as of March 31, 2024 will nevertheless continue to be subject to this Community Works Fund Agreement until such time as may be determined by the Parties.

9. SURVIVAL

The rights and obligations, set out in Sections 5.1, 5.2 and 6.1 will survive the expiry or early termination of this Community Works Fund Agreement and any other section which is required to give effect to the termination or to its consequences shall survive the termination or early termination of this Community Works Fund Agreement.

10. AMENDMENT

The Local Government acknowledges that the Agreement may from time to time be amended by agreement of Canada, British Columbia and UBCM and if and whenever such amendments to the Agreement are made, the Local Government agrees that UBCM may require this Community Works Fund Agreement to be amended to reflect, at the sole discretion of UBCM, the amendments made to the Agreement. Where UBCM requires this Community Works Fund Agreement to be so amended, it will provide to the Local Government notice in writing of the amendments it requires. Such amendments shall from part of this Community Works Fund Agreement and be binding on the Local Government and UBCM thirty (30) days after such notice, unless before then the Local Government elects in writing to give written notice of termination of this Community Works Fund Agreement to UBCM.

11. WAIVER

No provision of this Community Works Fund Agreement shall be deemed to be waived by UBCM, unless waived in writing with express reference to the waived provisions and no excusing, condoning or earlier waiver of any default by the Local Government shall be operative as a waiver, or in any way limit the rights and remedies of UBCM or Canada.

12. NO ASSIGNMENT

This Community Works Fund Agreement is not assignable by the Local Government and the Local Government shall not assign, pledge, or otherwise transfer any entitlement to allocation of funds under this Community Works Fund Agreement to any person and shall upon receipt of any allocation of funds hereunder pay and expend such funds thereafter only in accordance with the terms of this Community Works Fund Agreement.

13. NOTICE

Any notice, information or document provided for under this Community Works Fund Agreement must be in writing and will be effectively given if delivered or sent by mail, postage or other charges prepaid, or by facsimile or email. Any notice that is delivered will have been received on delivery; and any notice mailed will be deemed to have been received eight (8) calendar days after being mailed.

Any notice to UBCM will be addressed to:
Executive Director
525 Government Street
Victoria, British Columbia
V8V 0A8
Facsimile: 250 356-5119
Email: ubcm@ubcm.ca

Any notice to the Local Government will be addressed to:

The Corporate Officer at the place designated as the Local Government office.

SIGNATURES

This Community Works Fund Agreement has been executed on behalf of the Local Government by those officers indicated below and each person signing the agreement represents and warrants that they are duly authorized and have the legal capacity to execute the agreement.

Kootenay Boundary Regional District

Original signed by:

Chair

Corporate Officer

Signed by Kootenay Boundary Regional District on the _____ day of _____, 201__.

UNION OF BC MUNICIPALITIES

Original signed by:

Corporate Officer

General Manager, Victoria Operations

The Community Works Fund Agreement have been executed by UBCM on the _____ day of _____, 201__.

Schedule A – Definitions

"Agreement" means the Administrative Agreement on the Federal Gas Tax Fund in British Columbia.

"**Annual Report**" means the duly completed annual report to be prepared and delivered by UBCM to Canada and British Columbia, as described in Schedule D (Reporting and Audits).

"**Asset Management" (AM)** includes planning processes, approaches or plans that support integrated, lifecycle approaches to effective stewardship of infrastructure assets in order to maximize benefits and manage risk. AM is further described in Schedule F (Asset Management) of the Agreement, and can include:

- an inventory of assets;
- the condition of assets;
- level of service;
- risk assessment;
- a cost analysis;
- community priority setting;
- long-term financial planning.

"Base Amount" means an amount established over a time-period, reflecting non-federal investments in Infrastructure and against which GTF investments will be measured to ensure that GTF investments are incremental.

"Chief Financial Officer" means in the case of a municipality, the officer assigned financial administration responsibility under S. 149 of the *Community Charter,* and in the case of a Regional District, the officer assigned financial administration responsibility under S. 199 of the *Local Government Act,* R.S.B.C. 1996, c.323.

"Communications Protocol" means the protocol by which all communications activities related to GTF funding will be delivered as described in Schedule E (Communications Protocol).

"Community Works Fund" means the fund provided from the Federal gas tax revenues to be dispersed to local governments based on a percentage of the per capita allocation for local spending priorities in accordance with the terms and conditions set out in the Agreement.

"Community Works Fund Agreement" means this Agreement made between UBCM and Local Government.

"Contract" means an agreement between an Ultimate Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

"**Eligible Expenditures**" means those expenditures described as eligible in Schedule C (Eligible and Ineligible Expenditures).

"**Eligible Projects**" means projects as described in Schedule B (Eligible Project Categories).

"First Agreement" means the agreement for the transfer of federal gas tax revenues entered into on September 19, 2005 by the Government of Canada, British Columbia and UBCM, with an expiry date of March 31, 2019, as amended.

"First Community Works Fund Agreement" means the agreement entered between UBCM and Local Government in order to administer the Community Works Fund under the First Agreement.

"Funding Agreement" means an agreement between UBCM and an Ultimate Recipient setting out the terms and conditions of the GTF funding to be provided to the Ultimate Recipient as entered under the First Agreement or the Agreement.

"GTF" means the Gas Tax Fund, a program established by the Government of Canada setting out the terms and conditions for the administration of funding that may be provided by Canada to recipients under section 161 of the *Keeping Canada's Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act*, *No. 1*, S.C. 2013, c. 33, or any other source of funding as determined by Canada.

"**Ineligible Expenditures**" means those expenditures described as ineligible in Schedule C (Eligible and Ineligible Expenditures).

"**Infrastructure**" means municipal or regional, publicly or privately owned tangible capital assets in British Columbia primarily for public use or benefit.

"**Local Government**" means a municipality as defined in the *Community Charter* [SBC 2003] Chapter 26, a regional district as defined in the *Local Government Act* [RSBC 1996] Chapter 323, and the City of Vancouver as continued under the *Vancouver Charter* [SBC 1953] Chapter 55.

"**Outcomes Report**" means the report to be delivered by March 31, 2018 and again by March 31, 2023 by UBCM to Canada and British Columbia which reports on how GTF investments are supporting progress towards achieving the program benefits, more specifically described in Schedule D (Reporting and Audits).

"Partnership Committee" means the Committee required to be established by the Agreement to govern the implementation of the Agreement and further described in Annex C of the Agreement.

"**Party**" means Canada, British Columbia or UBCM when referred to individually and collectively referred to as "Parties".

"**Third Party**" means any person or legal entity, other than Canada, British Columbia, UBCM or an Ultimate Recipient, who participates in the implementation of an Eligible Project by means of a Contract.

"**Ultimate Recipient**" means a Local Government.

"Unspent Funds" means Funds (as defined by the First Agreement) that have not been spent towards an Eligible Project (as defined under the First Agreement) prior to the effective date of the Agreement.

Schedule B – Eligible Project Categories

Eligible Projects include investments in Infrastructure for its construction, renewal or material enhancement in each of the following categories:

A. Local roads, bridges – roads, bridges and active transportation infrastructure (active transportation refers to investments that support active methods of travel. This can include: cycling lanes and paths, sidewalks, hiking and walking trails).

B. Highways – highway infrastructure.

C. Short-sea shipping – infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.

D. Short-line rail – railway related infrastructure for carriage of passengers or freight.

E. Regional and local airports – airport-related infrastructure (excludes the National Airport System).

F. Broadband connectivity – infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.

G. Public transit – infrastructure that supports a shared passenger transport system which is available for public use.

H. Drinking water – infrastructure that supports drinking water conservation, collection, treatment and distribution systems.

I. Wastewater – infrastructure that supports wastewater and storm water collection, treatment and management systems.

J. Solid waste – infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable materials and garbage.

K. Community energy systems – infrastructure that generates or increases the efficient usage of energy.

L. Brownfield Redevelopment – remediation or decontamination and redevelopment of a brownfield site within Local Governments boundaries, where the redevelopment includes:

- the construction of public infrastructure as identified in the context of any other eligible project category under the GTF, and/or;
- the construction of Local Government public parks and publicly-owned social housing.

M. Sport Infrastructure – amateur sport infrastructure (excludes facilities, including arenas, which would be used as the home of professional sports teams or major junior hockey teams (e.g. Western Hockey League)).

N. Recreational infrastructure – recreational facilities or networks.

O. Cultural infrastructure – infrastructure that supports arts, humanities, and heritage.

P. Tourism infrastructure – infrastructure that attract travelers for recreation, leisure, business or other purposes.

Q. Disaster mitigation – infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters.

Eligible Projects also include:

R. Capacity building – includes investments related to strengthening the ability of Local Governments to develop long-term planning practices.

Note: Investments in health infrastructure (hospitals, convalescent and senior centres) are not eligible.

Schedule C – Eligible and Ineligible Expenditures

1. ELIGIBLE EXPENDITURES

1.1 Eligible Expenditures of Ultimate Recipients will be limited to the following:

A. the expenditures associated with acquiring, planning, designing, constructing or renovating a tangible capital asset, as defined by Generally Accepted Accounting Principles (GAAP), and any related debt financing charges specifically identified with that asset;

B. for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:

-studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
-training directly related to asset management planning; and,
-long-term infrastructure plans.

C. the expenditures directly associated with joint communication activities and with federal project signage for GTF-funded projects.

1.2 Employee and Equipment Costs: The incremental costs of the Ultimate Recipient's employees or leasing of equipment may be included as Eligible Expenditures under the following conditions:

- the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- the arrangement is approved in advance and in writing by UBCM.

1.3 Administration expenses of UBCM related to program delivery and implementation of this Agreement, in accordance with Section 9 (Use and Recording of Funds by UBCM) of Annex B (Terms and Conditions).

2. INELIGIBLE EXPENDITURES

The following are deemed Ineligible Expenditures:

A. project expenditures incurred before April 1, 2005;

B. project expenditures incurred before April 1, 2014 for the following investment categories:
-highways;
-regional and local airports;
-short-line rail;
-short-sea shipping;
-disaster mitigation;
-broadband connectivity;
-brownfield redevelopment;
-cultural infrastructure;
-tourism infrastructure;
-sport infrastructure; and
-recreational infrastructure.

C. the cost of leasing of equipment by the Ultimate Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient, its direct or indirect operating or administrative costs of Ultimate Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Expenditures above;

D. taxes for which the Ultimate Recipient is eligible for a tax rebate and all other costs eligible for rebates;

E. purchase of land or any interest therein, and related costs;

F. legal fees; and

G. routine repair and maintenance costs.

Schedule D –Reporting and Audits

1. REPORTING

Reporting requirements under the GTF will consist of an Annual Report and an Outcomes Report that will be submitted to Canada and British Columbia for review and acceptance. The reporting year is January1st to December 31st.

1.1 ANNUAL REPORT

By September 30th of each year, UBCM will provide to Canada and British Columbia an Annual Report in an electronic format deemed acceptable by Canada consisting of the following in relation to the previous reporting year:

Financial Report Table: The financial report table will be submitted in accordance with the following template.

Annual Report Financial Table	Annual	Cumulative
	20xx - 20xx	2014 - 20xx
UBCM		
Opening Balance[153]	$xxx	
Received from Canada	$xxx	$xxx
Interest Earned	$xxx	$xxx
Administrative Cost	($xxx)	($xxx)
Transferred to Ultimate Recipients	($xxx)	($xxx)
Closing Balance of unspent funds	$xxx	
Ultimate Recipients in aggregate		
Opening Balance[154]	$xxx	
Received from UBCM	$xxx	$xxx
Interest Earned	$xxx	$xxx
Spent on Eligible Expenditures	($xxx)	($xxx)
Closing Balance of unspent funds	$xxx	

[153] For the 2014 Annual Report this means the amount reported as unspent by UBCM the 2013 Annual Expenditure Report (as defined under the First Agreement).
[154] For the 2014 Annual Report this means the amount reported as unspent by Eligible Recipients (as defined under the First Agreement) in the 2013 Annual Expenditure Report (as defined under the First Agreement).

Independent Audit or Audit Based Attestation:

UBCM will provide an independent audit opinion, or an attestation based on an independent audit and signed by a senior official designated in writing by British Columbia and UBCM, as to:

A. the accuracy of the information submitted in the Financial Report Table; and
B. that Funds were expended for the purposes intended.

Project List

UBCM will maintain, and provide to Canada and British Columbia a project list submitted in accordance with the following template.

Annual Report - GTF Project List Template

Project ID	Ultimate Recipient	Project Title	Project Description	Investment category	Total Project Cost	Funds (GTF) Spent	Completed

1.2 OUTCOMES REPORT

By March 31, 2018 and March 31, 2023, UBCM will provide to Canada and British Columbia and make publicly available, an Outcomes Report that will report in aggregate on the degree to which investments are supporting the progress in British Columbia towards achieving the following program benefits:

A. Beneficial impacts on communities of completed Eligible Projects;
B. Enhanced impact of GTF as a predictable source of funding including incremental spending; and
C. Progress made on improving Local Government Asset Management.

The Outcomes Report will present performance data and a narrative on program benefits. The partnership committee will develop and approve a methodology for reporting on performance in respect of each of the program benefits

2. AUDITS

Canada may, at its expense, carry out any audit in relation to the Agreement, and for this purpose, reasonable and timely access to all documentation, records and accounts that are related to the Agreement and the use of GTF funding, and any interest earned thereon, and to all other relevant information and documentation requested by Canada or its designated representatives, will be provided to Canada and its designated representatives by:

- British Columbia and UBCM, as applicable, where these are held by British Columbia, UBCM, or their respective agents or Third Parties; and
- Ultimate Recipients where these are held by the Ultimate Recipient or a Third Party or their respective agents.

Canada may, at its expense, complete a periodic evaluation of the GTF to review the relevance and performance (i.e. effectiveness, efficiency and economy) of the GTF. British Columbia and UBCM will provide Canada with information on program performance and may be asked to participate in the evaluation process. The results of the evaluation will be made publicly available.

Schedule E – Communications Protocol

1. PURPOSE

1.1 The provisions of this Communications Protocol apply to all communications activities related to any GTF funding which may be delivered by Canada, including allocations, and Eligible Projects funded under this Agreement. Communications activities may include, but are not limited to, public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, awards programs, and multi-media products.

1.2 Through collaboration, the Parties agree to work to ensure clarity and consistency in the communications activities meant for the public.

2. JOINT COMMUNICATIONS APPROACH

2.1 The Parties agree to work in collaboration to develop a joint communications approach that identifies guiding principles, including those related to the provision of upfront project information, project signage, and planned communications activities throughout the year. This joint communications approach will have the objective of ensuring that communications activities undertaken each calendar year communicate a mix of Eligible Project types from both large and small communities, span the full calendar year and use a wide range of communications mediums.

2.2 The Parties agree that the initial annual joint communications approach will be finalized and approved by the partnership committee within 60 working days following the inaugural meeting of the partnership committee.

2.3 The Parties agree that achievements under the joint communications approach will be reported to the partnership committee once a year, or more frequently as requested by the partnership committee.

2.4 The Parties agree to assess the effectiveness of the joint communications approach on an annual basis and, as required, update and propose modifications to the joint communications approach. Any modifications will be brought to the partnership committee for approval.

3. INFORM CANADA ON ALLOCATION AND INTENDED USE OF GTF FUNDING FOR COMMUNICATIONS PLANNING PURPOSES

3.1 UBCM agrees to provide to Canada upfront information on planned Eligible Projects and Eligible Projects in progress on an annual basis, prior to the construction season. The Parties will agree, in the joint communications approach, on the date this information will be provided. The information will include, at a minimum:

Ultimate Recipient name; Eligible Project name; Eligible Project category, a brief but meaningful Eligible Project description; amount of Funds being used toward the Eligible Project; and anticipated start date.

3.2 The Parties agree that the above information will be delivered to Canada in an electronic format deemed acceptable by Canada. This information will only be used for communications planning purposes and not for program reporting purposes.

3.3 The Parties agree that the joint communications approach will define a mechanism to ensure the most up-to-date Eligible Project information is available to Canada to support media events and announcements for Eligible Projects.

4. PROJECT SIGNAGE

4.1 The Parties and Ultimate Recipients may each have a sign recognizing their contribution to Eligible Projects.

4.2 At Canada's request, Ultimate Recipients will install a federal sign to recognize federal funding at Eligible Project site(s). Federal sign design, content, and installation guidelines will be provided by Canada and included in the joint communications approach.

4.3 Where British Columbia, UBCM or an Ultimate Recipient decides to install a permanent plaque or other suitable marker with respect to an Eligible Project, it must recognize the federal contribution to the Eligible Project(s) and be approved by Canada.

4.4 The Ultimate Recipient is responsible for the production and installation of Eligible Project signage, or as otherwise agreed upon.

4.5 British Columbia or UBCM agree to inform Canada of signage installations on a basis mutually agreed upon in the joint communications approach.

5. MEDIA EVENTS AND ANNOUNCEMENTS FOR ELIGIBLE PROJECTS

5.1 The Parties agree to have regular announcements of Eligible Projects that are benefiting from GTF funding that may be provided by Canada. Key milestones may be marked by public events, news releases and/or other mechanisms.

5.2 Media events include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.

5.3 A Party or an Ultimate Recipient may request a media event.

5.4 Media events related to Eligible Projects will not occur without the prior knowledge and agreement of the Parties and the Ultimate Recipient.

5.5 The Party or Ultimate Recipient requesting a media event will provide at least 15 working days' notice to the other Parties or Ultimate Recipient of their intention to undertake such an event. The event will take place at a mutually agreed date and location. The Parties and the Ultimate Recipient will have the opportunity to participate in such events through a designated representative. The Parties will each designate their own representative.

5.6 The conduct of all joint media events and products will follow the *Table of Precedence for Canada* as outlined at http://www.pch.gc.ca/pgm/ceem-cced/prtcl/precedence-eng.cfm.

5.7 All joint communications material related to media events must be approved by Canada and recognize the funding of the Parties.

5.8 All joint communications material must reflect Canada's policy on official languages and the federal identity program.

6. PROGRAM COMMUNICATIONS

6.1 The Parties and Ultimate Recipients may include messaging in their own communications products and activities with regard to the GTF.

6.2 The Party or Ultimate Recipient undertaking these activities will provide the opportunity for the other Parties and Ultimate Recipient to participate, where appropriate, and will recognize the funding of all contributors.

6.3 The Parties agree that they will not unreasonably restrict the other Parties or Ultimate Recipient from using, for their own purposes, public communications products related to the GTF prepared by a Party or Ultimate Recipients, or, if web-based, from linking to it.

6.4 Notwithstanding Section 5 (Communications Protocol), Canada retains the right to meet its obligations to communicate information to Canadians about the GTF and the use of funding through communications products and activities.

7. OPERATIONAL COMMUNICATIONS

7.1 The Ultimate Recipient is solely responsible for operational communications with respect to Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official language policy.

7.2 Canada, British Columbia, UBCM or the Ultimate Recipient will share information promptly with the Parties should significant emerging media or stakeholder issues relating to an Eligible Project arise. The Parties will advise Ultimate Recipients, when appropriate, about media inquiries received concerning an Eligible Project.

8. COMMUNICATING SUCCESS STORIES

British Columbia and UBCM agree to facilitate communications between Canada and Ultimate Recipients for the purposes of collaborating on communications activities and products including but not limited to Eligible Project success stories, Eligible Project vignettes, and Eligible Project start-to-finish features.

9. ADVERTISING CAMPAIGNS

Recognizing that advertising can be an effective means of communicating with the public, a Party or an Ultimate Recipient may, at their own cost, organize an advertising or public information campaign related to the GTF or Eligible Projects. However, such a campaign must respect the provisions of this Agreement. In the event of such a campaign, the sponsoring Party or Ultimate Recipient agrees to inform the other Parties of its intention, and to inform them no less than 21 working days prior to the campaign launch.

Regional District of Kootenay Boundary

STAFF REPORT

Date: 16 Jun 2014

File ES Administration - Liquid Waste - Regional Sewer Flow Meters Engineering Services Contract

To: **Chair McGregor and Board of Directors**

From: Alan Stanley - General Manager of Environmental Services

Re: Regional Wastewater Flow Meters Engineering Services Contract

Issue Introduction

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding an Engineering Services Contract for Regional Wastewater Flow Meter Upgrades.

History/Background Factors

RDKB Staff issued a Request for Proposals (RFP) to comply with the sewer service cost apportionment agreement. The RFP was intended to retain the services of a qualified consultant to complete a study, propose solutions including detailed design and operations and maintenance plans, consult with participants, issue construction tenders, acquire land if necessary, complete construction and test and commission meters before December 31, 2014.

At the June 2, 2014 Sewer Committee meeting, the Committee reviewed the results of the RFP and directed Staff to enter into negotiations with ISL Engineering to complete a preliminary design report, complete with technology proposed, updated costs, expected performance and preliminary costs for Regional Wastewater Flow Meter Upgrades.

The work described in the Committee's direction comprised Phase 1 of ISL's proposal. Staff met with ISL and confirmed that scope of work from Phase 1 of the

ISL proposal was consistent with Committee direction and reviewed the proposal costs and determined that the costs were appropriate for the work to be done.

The value of the Phase 1 work in the ISL proposal is $82,105. RDKB purchasing policy requires that contracts over $50,000 must receive approval from the Board of Directors.

Implications
The 2014 Regional Sewer Service Financial Plan includes $400,000 to upgrade sewage flow meters to comply with the requirements of the Minutes of Settlement.

Advancement of Strategic Planning Goals
N/A

Background Information Provided
Engineering Services Contract Between the RDKB and ISL Engineering for Phase 1 of the ISL Proposal.

Alternatives
1. Receive the Staff Report.
2. Approve the Engineering Services contract between the RDKB and ISL Engineering to complete a preliminary design report, complete with technology proposed, updated costs, expected performance and preliminary costs for Regional Wastewater Flow Meter Upgrades at the value of $82,105.
3. Do not approve the Engineering Services contract between the RDKB and ISL Engineering and refer the issue back to the Sewer Committee.

Recommendation(s)
That the RDKB Board of Directors receive the Staff Report from Alan Stanley, General Manager of Environmental Services regarding an Engineering Services Contract for Regional Wastewater Flow Meter Upgrades.

That the RDKB Board of Directors approve the Engineering Services contract between the RDKB and ISL Engineering to complete a preliminary design report, complete with technology proposed, updated costs, expected performance and preliminary costs for Regional Wastewater Flow Meter Upgrades at the value of $82,105.

Regional District of Kootenay Boundary
202 – 843 Rossland Avenue,
Trail, BC
V1R 4S8
Phone: (250)368-9148
or 1-800-268-7325 (within BC)
Fax: (250)368-3990
E-mail: rdkb@rdkb.com

SERVICE CONTRACT

File #:

Purchase Order #: 2618

Project: **Regional Wastewater Flow Upgrades**

THIS AGREEMENT executed in duplicate and dated for reference the:

_____16_____ day of _____June_____,_____2014_____.
(Day) (Month) (Year)

Regional District of Kootenay Boundary (hereinafter called the "Regional District") at the following address: 202 – 843 Rossland Avenue, Trail, BC V1R 4S8 Telephone #: (250) 368-9148	**AND**	**ISL Engineering and Land Services** (hereinafter called the "Contractor") at the following address: 1952 Columbia Avenue P.O. Box 2185, Rossland, BC, V0G 1Y0 Telephone #: (250) 512-1641

AGREE AS FOLLOWS:

SCHEDULE A – SERVICES

(a) THE CONTRACTOR shall provide the following Services:

Regional District of Kootenay Boundary Regional Wastewater Flow Meter Upgrades, Phase One: Engineering Concept/Design Stage as identified in Attachment "B".

(b) TERM: Notwithstanding the date of execution of this Agreement provide the services described in Schedule "A" hereof ("the Services") commencing on or around **June 16, 2014** and ending on or around **September 2, 2014,** with possible extensions in accordance with the terms and conditions in Attachment "A".

(c) Location: **Rossland, Warfield and Trail, BC**

SCHEDULE B – CONTRACT PAYMENT

(a) CONTRACT PRICE/RATE: **Based on per lot price $82,105.00** excluding taxes.

(b) BILLING DATE: **Upon submitted invoices, pursuant to terms and conditions outlined in Attachment "A".**

In signing this Agreement, the Contractor certifies understanding the additional conditions appearing on this form. IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the day and year first above written.

THE CORPORATE SEAL OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY	**ISL ENGINEERING AND LAND SERVICES**
Chair of the Board of Directors	Signing Officer
Manager of Corporate Administration	Position

SERVICE CONTRACT

Attachment "A"

Contractor

1. The Contractor shall:
   (a) Undertake all work and supply all materials necessary to perform the Services, unless stipulated otherwise;
   (b) Upon the request of the Regional District of Kootenay Boundary (herein after called the RDKB) fully inform the RDKB of the work done by the Contractor in connection with the provision of the Services and permit the RDKB at all reasonable times to inspect, review and copy all works, productions, buildings, accounting records, findings, data, specifications, drawings, working papers, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Contractor as a result of this agreement;
   (c) Comply with all applicable municipal, provincial and federal legislation and regulations;
   (d) Promptly pay all persons employed by it;
   (e) Not assign this Agreement, not subcontract any of its obligations under this Agreement, to any person, firm or corporation without the prior written consent of the RDKB;
   (f) At all times, exercise the standard of care, skill and diligence normally exercised and observed by persons engaged in the performance of services similar to the Services;
   (g) At all times, treat as confidential all information and material supplied to or obtained by the Contractor or subcontractor as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the RDKB;
   (h) Not perform any service for any other person, firm or corporation which, in the reasonable opinion of the RDKB, may give rise to a conflict of interest;
   (i) Be an independent Contractor and not the servant, employee or agent of the RDKB;
   (j) Ensure all persons employed by it to perform the Services are competent to perform them, adequately trained, fully instructed and supervised;
   (k) Accept instructions from the RDKB, provided that the Contractor shall not be subject to the control of the RDKB in respect of the manner in which such instructions are carried out;
   (l) At its own expense, obtain Workers Compensation Board coverage for itself, all workers and any shareholders, directors, partners or other individuals employed or engaged in the execution of the *Workers Compensation Act* and regulations thereunder. Upon request, the Contractor shall provide the RDKB with proof of such compliance;
   (m) Be responsible for all fines, levies, penalties and assessments made or imposed under the *Worker's Compensation Act* and regulations relating in any way to the Services, and indemnify and save harmless fines, levies, penalties and assessments;
   (n) Ensure that all personnel hired by the Contractor to perform the Services will be the employees of the Contractor and not to the RDKB with the Contractor being solely responsible for the arrangement of reliefs and substitutions pay supervision, discipline, employment insurance, workers compensation, leave and all other matters arising out of the relationship of employer and employee;
   (o) Not in any manner whatsoever commit or purport to commit the RDKB to the payment of any money;
   (p) Establish and maintain time records and books of account, invoices, receipts, and vouchers of all expenses incurred;

(q) Notwithstanding the provision of any insurance coverage by the RDKB, indemnify and save harmless the RDKB, its successor(s), assign(s) and authorized representative(s) and each of them from and against losses, claims, damages, actions, and causes of action (collectively referred to as "Claims"), that the RDKB may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor or its subcontractor(s), servant(s), agent(s) or employee(s) under this Agreement, excepting always that this indemnity does not apply to the extent, if any, to which the Claims are caused by errors, omissions or the negligent acts of the RDKB its other contractor(s), assign(s) and authorized representative(s) or any other persons;

(r) Use due care that no person or property is injured and no rights infringed in the performance of the Services, and shall be solely responsible for all losses, damages, costs and expenses in respect to any damage or injury, including death, to persons or property incurred in providing the Services or in any other respect whatsoever.;

(s) Obtain and maintain in force, during the Term, adequate insurance as determined by the Contractor, or as specified by the RDKB in writing. If the RDKB requires the Contractor to purchase and maintain a policy of General Liability Insurance, the policy shall name the RDKB as An Additional Insured;

(t) Inspect the site where the Services are to be performed (the "Site") and become familiar with all conditions pertaining thereto prior to commencement of the Services;

(u) Where materials and supplies are to be provided by the Contractor, use only the best quality available;

(v) Not cover up any works without the prior approval or consent of the RDKB and, if so required by the RDKB, uncover such works at the Contractor"s expense;

(w) Keep the Site free of accumulated waste material and rubbish caused by it or the Services and, on the completion of the Services, leave the Site in a safe, clean and sanitary condition;

(x) All parties must maintain through the term of the Contract, WCB and automobile liability insurance covering all motor vehicles and machinery, owned, operated and used or to be used by directly or indirectly in the performance of the Work or Services contained in this agreement; and

(y) The Limit of Liability shall be at least $2,000,000 inclusive, for loss or damage including personal injuries and death resulting from any one accident or occurrence.

The Regional District of Kootenay Boundary

2. The RDKB shall:

(a) subject to the provisions of this Agreement, pay the Contractor, in full payment for the Services which in the opinion of the RDKB at the times set out of this Agreement (herein called " Contract Price"), and the Contractor shall accept such payment as full payment for the Services;

(b) make available to the Contractor all available information considered by the RDKB to be pertinent to the Services;

(c) give the Contractor reasonable notice of anything the RDKB considers likely to materially affect the provision of the Services;

(d) The RDKB shall assume no risk of liability for the Work of the Contractor or risk on behalf of the Contractor for negligence in the performance of the Work; and

(e) examine all studies, reports, sketches, proposals and documents provided by the Contractor under this Agreement, and render decisions pertaining thereto within a reasonable time.

Termination

3. In the event of a substantial failure of a party to perform in accordance with the terms and conditions of this Agreement, it may be terminated by the other party on five days written notice.
4. The RDKB may, at its sole discretion, terminate this Agreement on 10 days notice, and the payment of funds required to be made pursuant to Section 5 shall discharge the RDKB of all of it"s liability to the Contractor under this Agreement.
5. Where this Agreement expires or is terminated before 100% completion of the Services, the RDKB shall pay to the Contractor that portion of the Contract Price which is equal to the portion of the Services completed to the satisfaction of the RDKB prior to expiration or termination.
6. Where the Contractor fails to perform or comply with the provisions of this Agreement the RDKB may, in addition to terminating this Agreement, pursue such remedies as it deems necessary.

General

7. The RDKB shall be the sole judge of the work, material and the standards of workmanship in respect of both quality and quantity of the Services, and his decision on all questions in dispute with regard thereto, or as to the meaning and intentions of this contract, and as to the meaning or interpretation of the plans, drawings and specifications, shall be final, and no Services shall be deemed to have been performed as to entitle the Contractor to payment therefrom, until the RDKB is satisfied therewith.
8. The RDKB certifies that the Service purchased pursuant to this Agreement are for the use of and are being purchased by the RDKB and are therefore SUBJECT TO THE FEDERAL GOODS AND SERVICES TAX.
9. This Agreement shall be governed by and construed in accordance with the Regional District of Kootenay Boundary.
10. Time shall be of the essence of this Agreement.
11. Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designate by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
12. This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.
13. A waiver of any provision or breach by the Contractor of any provision of this Agreement shall be effective only if it is in writing and signed by the RDKB.
14. A waiver under Section 13 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
15. Everything produced, received or acquired (the “Material”) by the Contractor or subcontractor as a result of this Agreement, including any property provided by the RDKB to the Contractor or subcontractor, shall:
    (a) be the exclusive property of the RDKB; and
    (b) be delivered by the Contractor to the RDKB immediately upon the RDKB giving notice of such request to the Contractor.
16. The copyright in the Material belongs to the RDKB.
17. The RDKB may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed.
18. Where the Contractor is a corporation, it does hereby covenant that the signatory hereto has been duly authorized by the requisite proceedings to enter into and execute this Agreement on behalf of the Contractor.
19. Where the Contractor is a partnership, all partners are to execute this Agreement.
20. Sections 1 b), i), j), r), and 16 of this Agreement will, notwithstanding the expiration or earlier termination of the Term, remain and continue in full force and effect.

Attachment "B"

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
REQUEST FOR PROPOSALS (2014-01)
Regional Wastewater Flow Meter Upgrades

1.0 Invitation and Instructions

The Regional District of Kootenay Boundary (RDKB) invites proposals from experienced and qualified consultants and contractors for the design, construction, installation, commissioning, certification and development of an operational and maintenance plan for upgrading the current sewerage flow meters and their respective stations for the regional sewerage system that services the communities of Trail, Rossland and Warfield. The upgrades will ensure that necessary volume measuring equipment is installed on the regional wastewater system to provide future accurate data for the RDKB.

All proposed new volume measuring equipment is required to have a maximum margin of error on +/- 5% and be commissioned before December 31, 2014. Qualified firms are required to submit the following information in support of their response to the RFP:

1. Service study and work plans,
2. Construction and location plans,
3. Future operations and maintenance requirements of the new equipment,
4. Certification guarantee for maximum allowed margin of error for the new equipment,
5. Detailed engineering and construction cost estimates of the new equipment,
6. Guaranteed timelines to meet required deadlines.

Complete copies of your proposal must be submitted in a sealed package labeled "***RFP 2014-01: RDKB Regional Wastewater Flow Meter Upgrades***" c/o RDKB Environmental Services Department, no later than 12:00 p.m. local time, **Tuesday, March 25, 2014.**

The proponent"s name and return mailing address must be clearly marked on the outside of the proposal submission package. Late proposals will not be accepted and will be returned unopened, to the proponent. **Facsimile proposals and electronically submitted proposals are acceptable prior to the deadline, with submission of an original hard copy to follow within one business day.**

Further questions with respect to this proposal can be directed to the undersigned:

Bryan Teasdale
Manager of Infrastructure and Sustainability
Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
TRAIL, BC
V1R 4S8
bteasdale@rdkb.com
Phone: (250) 368-9148 x247

Although not mandatory, the RDKB strongly suggests that all parties interested in responding to this RFP complete a site visit prior to submission of any proposal to the area in order to familiarize themselves with the surround area and the current wastewater infrastructure.

The RDKB reserves the right to waive informalities in proposals, negotiate any proposal and reject any or all proposals (due to budget constraints, etc). The Regional District will not be responsible for costs incurred by any proponent in submitting their respective proposal.

Proposal prices must be firm for a period of 60 days after the closing date of Tuesday, March 25, 2014. The RDKB shall not be obligated in any manner to any proponent until a written agreement has been duly executed by both parties.

Copies of this RFP may be obtained as follows:

a.) In PDF (public document format) file format from the Regional District"s website at www.rdkb.com

b.) On BC Bid at www.bcbid.gov.bc.ca, or

c.) In hard copy from the Regional District Administrative Department, 202 – 843 Rossland Avenue, Trail, BC between 8:30 am to 4:30 pm, Monday through Friday, (except statutory holidays).

2.0 Introduction and Background

In 2013, a new agreement was reached by the participants of the RDKB"s East End Regionalized Sewer Utility for cost apportionment of the service, with the basis of the agreement related to that of relative flow per participant. To date, the RDKB has accurate flow data at the current Wastewater Treatment Plant, but not reliable data at either of the two current flow meter stations within the Regional Collection System. As such, the RDKB is required to complete work by a qualified consultant in relation to the design and installation of the Necessary Volume Measuring Equipment and shall take all reasonable steps necessary to cause the equipment to be installed in a timely manner.

The Regional District requires that the Necessary Volume Measuring Equipment be installed by no later than January 1, 2015, such that by January 1, 2016 the Regional District will have sufficient accurate volume data from the equipment from the preceding 12 month period to apportion for the 2016 fiscal year.

After the Necessary Volume Measuring Equipment is installed, the Regional District will be taking all reasonable steps necessary to maintain the equipment in a manner to ensure its greatest accuracy in measuring the volumes of sewage that each Participant puts into the service.

It is understood and accepted by the Participants that the Necessary Volume Measuring Equipment must have a maximum margin of error in the range of +/- 5%.

3.0 Project Description and Deliverables

The project requires that the current flow meter station locations, technology and infrastructure leading up to and from the station be reviewed. Additionally, from that review, it is expected that the proposed methodology for upgrades and/or new construction would include, but not necessarily be limited to the following:

- Service study plan development,
- Infrastructure construction and location plans,
- Consulting / Engineering services costs,
- Detailed cost estimates for all phases of project,
- Certification guarantee of the requirement for flow meter installation including maximum allowed margin of error of +/-5%,
- Operations and maintenance requirements to maintain accuracy including estimated annual operations and maintenance costs, and
- Guaranteed timelines to meet the required deadlines of the RDKB.

It is important to note that there is a requirement of the selected proponent to certify that the equipment will meet the stated maximum allowed margin of error of +/-5%. However, the ultimate goal of the RDKB is to install the most accurate flow meters as they relate to the current regional gravity wastewater collection system configuration.

This project will involve deliverables on two levels: the first is at the engineering concept / design stage and the second at the construction management / commissioning stage.

Engineering Concept / Design Stage:

1. Description of the proposed undertakings required to achieve the desired outcomes, with emphasis on the system"s configurations and underlying principles for wastewater volume measuring equipment and how the proposed undertaking will meet the requirements set forth by the RDKB.

2. Design criteria should include, but not be limited to, identification of minimum – maximum allowable construction footprint (including reuse of existing infrastructure where appropriate, collection system bypass functions, work within current easements, etc.), standardization of equipment and design to ensure data conformity, the ability to handle system minimum and maximum flow rates, ease of access for future operational and maintenance activities, and the application of any "green construction principles".

3. Review of current and future governmental guidelines, policies, bylaws, and regulations (local, provincial and federal), which may be applicable to the project, and documented evidence that states the proposed engineering design will meet and/or exceed those guidelines, policies, bylaws, and regulations.

4. Completion of a detailed cost estimate and time line for the construction / installation of the project, including all local / regional / provincial / federal permitting requirements.

5. Completion of a detailed time-line for construction estimate and methodology for construction shall be submitted in conjunction with the detailed cost estimate for construction / installation, with the inclusion of sufficient time for RDKB Staff to review and comment on the proposed time-lines and methodologies presented within the proposal.

6. Completion of a detailed cost estimate for the requirements for short-term, medium-term, and long-term effective operation of the volume measuring equipment and its related infrastructure, including any possible maintenance schedules, maintenance requirements, and maintenance documents.

7. Completion and submission of multiple sets of sealed engineered "as-built" construction drawings, completed and / or approved permits, and all relevant letters, documents and / or correspondence deemed necessary by RDKB Staff.

8. Completion of binding documentation by the proponent that certifies and guarantees that the volume measuring equipment will meet the maximum allowed margin of error of +/- 5%. Additional documentation, certification and assurance will be required if the proposed volume measuring equipment will promote greater accuracy then specified above.

Construction Management / Facility Start-Up Stage:

1. Description of the proponent"s scope, role and / or function in the supervision of the project during the construction and commissioning stage, including a detailed cost estimate for the provision of any of these services.

2. Completion of the proponent"s scope, role, and / or responsibility to the RDKB or appointed personnel in supplying adequate training and / or development of local capacity to operate and maintain the volume measuring equipment.

3. Development of adequate standard operating policies and / or procedure manuals to allow for continuous, effective operational and maintenance activities required to operate the volume measuring equipment and infrastructure by either RDKB staff or appointed personnel.

4. Development of a detailed parts supplier list and sufficient contact information in order to adequately trouble shoot potential operational and / or maintenance problems, allow for the future replacement of parts, or to obtain adequate and relevant supplies / documents that may be required for future operations of the volume monitoring equipment.

5. Development of any additional material specific to the operation and maintenance of the volume measuring equipment per ongoing discussions with respect to the Construction Management and /or Facility Start-Up and /or training stage of the project.

6. Development and verification of both the proponent‟s and any parts / supply manufacturer‟s warranty time period(s), which shall include a written contract or such document that the RDKB considers appropriate.

4.0 Consultant Information

Consultants submitting proposals to provide these services are required to indicate the following:

Qualifications and Relevant Experience
The proponent must include in the proposal, a list of the personnel on the project team, their project role and a curriculum vitae for each member of the team. Sub-consultants, if any, must be identified. The proponent must include a statement of qualifications and relevant experience in support of the proposal.

Qualifications

1. Demonstrated familiarity with design principals related to volume measuring equipment within a regional / multi-stakeholder gravity collection system,

2. Demonstrated experience with, and knowledge of local / regional government needs,

3. Ability to make recommendations about a suitable methodology for completing the project based on typical and or required standard operating principles,

Relevant Experience

1. Demonstrated experience developing similar actions towards regional, multi-use participant volume measuring equipment monitoring activities for shared infrastructure cost apportionment purposes,

2. Demonstrated ability to effectively communicate complex issues to local government staff and develop education and communication strategies that are appropriate for the defined project,

3. Knowledge and experience engaging and consulting with provincial / local / federal governments, the public and other relevant stakeholders.

The proponent should include in the proposal, a minimum of three references from former clients and/or work experience with a brief description of the project completed and the benefits gained from the completion of those projects.

5.0 Work Plan and Schedule

The proponent must provide a work plan setting a clear methodology and timeline for completing the required, scheduled tasks. The proponent may wish to outline tentative dates for meetings and site visits which are convenient to the proponent and will allow sufficient time before the deadline for completion of deliverables.

All work is to be completed in order to ensure the delivery of reliable volume measuring equipment data commences no later than January 1, 2015.

6.0 Fee Structure

The proponent must specify in the proposal the fees required to satisfy the terms of reference for the project, the work plan and the methodology. The proponent must clearly identify and detail all costs appropriately.

7.0 Proposal Format

Proponents are asked to respond in a similar manner. The following format and sequence should be followed in order to provide consistency in proponent response and to ensure each proposal receives full and complete consideration. All pages should be consecutively numbered.

a.) Title Page – including Request for Proposal title and number, proponent"s name and address, telephone number, fax number, email address and contact representative,

b.) Table of Contents including page numbers,

c.) An Executive Summary of the key features of the proposal,

d.) The body of the proposal, including pricing, i.e. the „proponent"s response", and

e.) Any additional information that a proponent may choose to provide.

8.0 Documents

The successful proponent will produce and provide to the RDKB, draft and final documents concerning the completion of the project in two electronic formats (Word and PDF). The proponent will also provide one hard copy of draft and final documents to the RDKB.

9.0 Evaluation of Proposals

Consideration will include the professional qualifications, experience, knowledge, work plan methodology / schedule, price and quality of proposal. The proposal submission should be clear, concise and complete. The RDKB shall be the sole judge of a proposal and their decision shall be final.

For the purpose of this RFP, the evaluation of submitted proposals shall be as follows:

Professional Qualifications (of Organization or Team)	20%
Experience with Similar Initiatives	35%

Methodology and Project Schedule	25%
Budget & Allocation	15%
Quality of Proposal	5%
Total	**100%**

10.0 Project Managers

Questions related to this RFP or its process should be directed to the project managers listed below:

Bryan Teasdale,
Manager of Infrastructure and Sustainability
bteasdale@rdkb.com

Alan Stanley,
General Manager of Environmental Services
astanley@rdkb.com

Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
TRAIL, BC
V1R 4S8

Phone: (250) 368-9148
Toll-free 1-800-355-7352
Fax: (250) 368-3990

11.0 Ownership of Proposals and Freedom of Information

Proposals will be received and held in confidence by the RDKB, subject to the provisions of the *Freedom of Information and Protection of Privacy Act.*

All documents, including proposals, submitted to the RDKB become the property of the RDKB. The RDKB will provide a debriefing for individual proponents at their request to the *Freedom of Information and Protection of Privacy Act.*

12.0 Preliminary Project Location / Concept / Site Plans

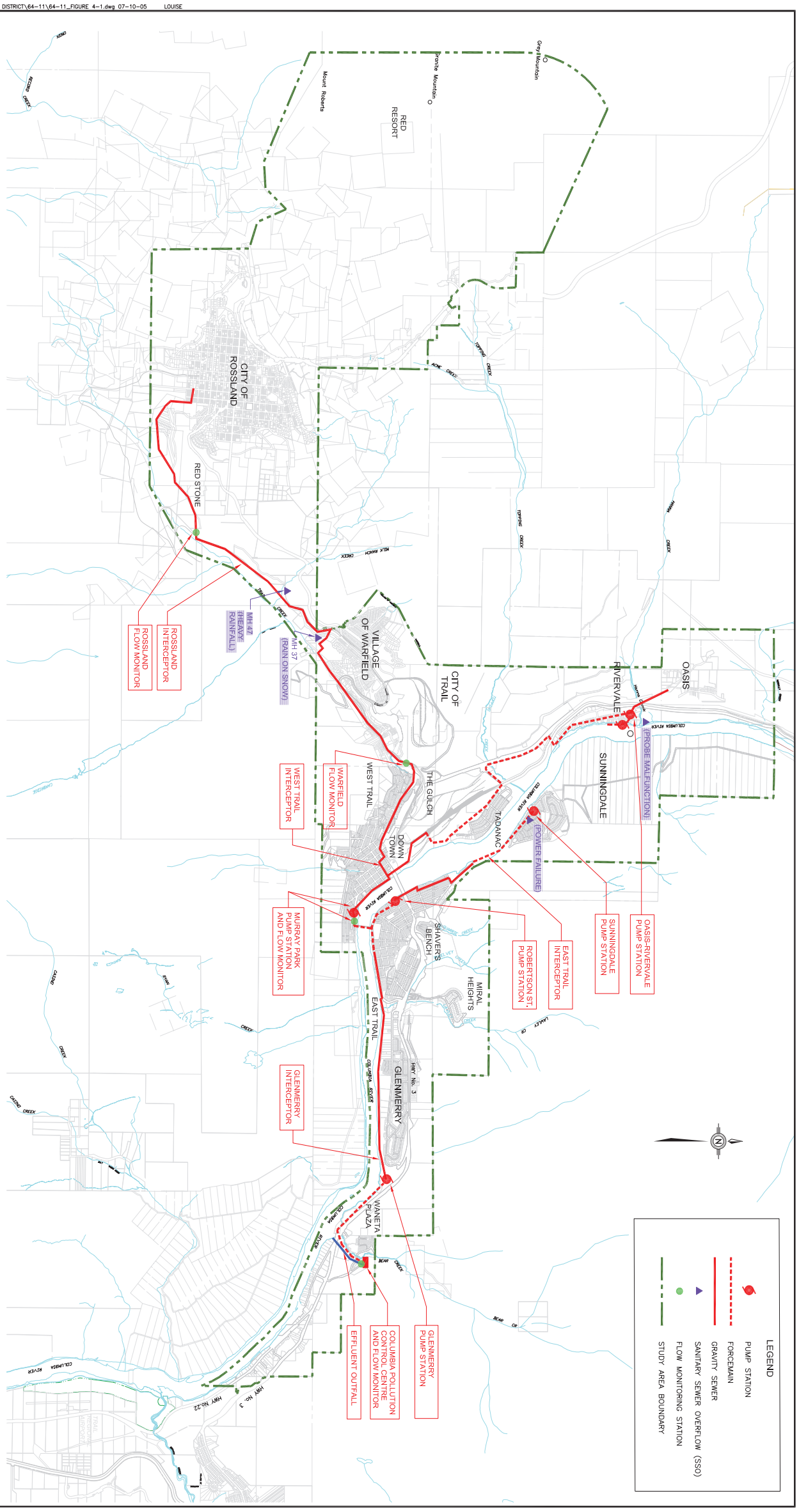
Please note that the supporting illustrations are for informational purposes only.

Figure 1: Current RDKB Regional Collection, Treatment and Disposal System Overview
Figure 2: RDKB Determination of Benefiting Community Infrastructure (Draft)

FILE: O:\KOOTENAY BOUNDARY REGIONAL DISTRICT\64-11\64-11_FIGURE 4-1.dwg 07-10-05 LOUISE

Dayton & Knight Ltd.
CONSULTING ENGINEERS
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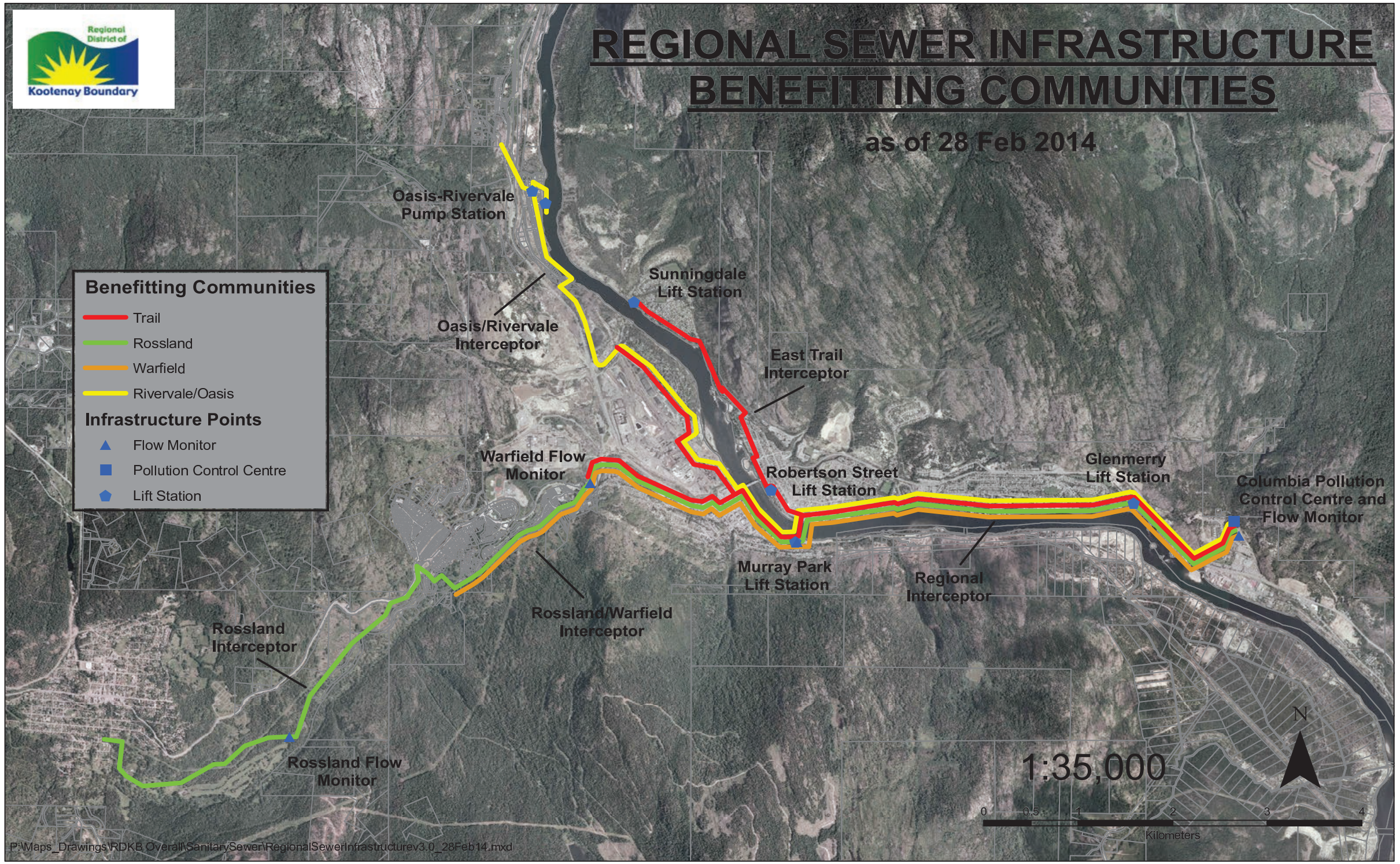
0 250 1250 2500 3750 5000 METRES



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
STAGE I - LIQUID WASTE MANAGEMENT PLAN

EXISTING WASTEWATER FACILITIES

FIGURE 4-1


Regional District of Kootenay Boundary
REGIONAL SEWER INFRASTRUCTURE BENEFITTING COMMUNITIES
as of 28 Feb 2014
Benefitting Communities
Trail
Rossland
Warfield
Rivervale/Oasis
Infrastructure Points
Flow Monitor
Pollution Control Centre
Lift Station
Oasis-Rivervale Pump Station
Oasis/Rivervale Interceptor
Sunningdale Lift Station
East Trail Interceptor
Warfield Flow Monitor
Robertson Street Lift Station
Glenmerry Lift Station
Columbia Pollution Control Centre and Flow Monitor
Murray Park Lift Station
Regional Interceptor
Rossland/Warfield Interceptor
Rossland Interceptor
Rossland Flow Monitor
N
1:35,000
0 0.5 1 2 3 4
Kilometers
P:\Maps_Drawings\RDKB Overall\SanitarySewer\RegionalSewerInfrastructurev3.0_28Feb14.mxd

ISL Engineering and Land Services

Inspiring sustainable thinking

1952 Columbia Avenue, P.O. Box 2185, Rossland, BC V0G 1Y0 T: 250.512.1641 F: 604.629.2698

CONFIDENTIAL

March 25, 2014

Our Reference: 51073

Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
Trail, BC V1R 4SR

via email:bteasdale@rdkb.com

Attention: Bryan Teasdale

Dear Sir:

Reference: Request for Proposal 2014-01: Regional Wastewater Flow Meter Upgrades

Thank you for the opportunity to submit a proposal outlining our approach to provide design and build services for the flow meter upgrade project Key highlights of our submission include the following:

- ***Project Team combining local knowledge with deep technical expertise to provide an optimal team for the RDKB***
- ***Extensive experience with municipal engineering and flow metering installations***
- ***Key relevant projects from a wide range of multi—stakeholder systems***
- ***Ability to guarantee a maximum of +/- 5% accuracy with installed volume measuring equipment***

We are committed to work with the RDKB to complete this project in a comprehensive, efficient and cost-effective manner. As Project Manager, I will provide the management and technical direction required to ensure that this project meets your requirements.

We are proud to be named among Canada's top 30 most environmentally-conscious employers. We are committed to sustainable operations and practices and will be focused in our design and planning services on minimizing the overall environmental footprint of this project.

We will be pleased to answer any questions or provide any clarification of our proposal at your convenience.

We look forward to your favourable consideration of our submission.

Sincerely,

Richard Avedon-Savage, P. Eng.
Manager / West Kootenays / Senior Project Engineer

RAS/nn

Attachment

ISL Engineering and Land Services

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Regional Wastewater Flow Meter Upgrades

Proposal

Regional District of Kootenay Boundary

March, 2014

Regional District of Kootenay Boundary
Regional Wastewater Flow Meter Upgrades

For additional information regarding this proposal please contact:

Richard Avedon-Savage, P.Eng.
Manager, West Kootenays / Senior Project Engineer
ISL Engineering and Land Services Ltd.
1952 Columbia Avenue, P.O. Box 2185
Rossland, BC V0G 1Y0
T: 250.512.1641
rsavage@islengineering.com

islengineering.com

Proposal No. 51073

ISL Engineering and Land Services

ISL Engineering and Land Services Ltd. is an award-winning full-service consulting firm dedicated to working with all levels of government and the private sector to deliver planning and design solutions for transportation, water, land, and environmental projects.

Inspiring sustainable thinking

bullfrogpowered

THE GREEN 30

2013 Best Small and Medium Employers in Canada

Confidentiality

This proposal for the provision of services to the Regional District may contain trade secrets, commercial and financial information. Such proprietary information is provided to the Regional District in the strictest of confidence. The Regional District is entitled to review the information for the sole purpose for which the information has been provided and is required to take reasonable steps to safe-keep the information, and is not entitled to release the information to any third party without prior written authorization. Disclosure of such information to any third party is deemed to constitute significant harm to ISL Engineering and Land Services Ltd.

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APPENDICES

Appendix A ISL Corporate Profile and Resumes
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Executive Summary

This proposal presents ISL's team and subcontractors, proposed scope of work, schedule and fees for the Regional District of Kootenay Boundary (RDKB) Regional Wastewater Flow Meter Upgrades Project. Additional information (resumes, subcontractor information) are included in Appendices for further reference.

The proposed Project Team brings an innovative and collaborative approach to deliver the complete **design and build services for this project**. The Project Team has a track record of successful projects similar to the muilt-stakeholder aspects to this project.

The key components to the proposed methodology for this project is as follows;

- Prepare a Service Study Plan for the Regional System
- Develop a Design Criteria for meeting the overall project objectives
- Prepare Detailed Design Drawings
- Supply and Install Proposed Works
- Calibration and Commissioning
- Submit Completion Documents, O&M manuals and Record "as-built" Drawings

The proposed design/build budget for this project is $340,000. A breakdown of cost components and level of effort related to this proposal is provided in Table 6.1. In addition to the proposed costs for design/build services the following budgets are required or provided as optional services;

$4,500 Required electrical installation by Fortis BC at the new Rossland meter station. Fortis BC prefers to contract their services directly with the RDKB.

$35,000 Optional new flow metering equipment and flume modifications at Pollution Control Centre

$20,000 Optional contingency allowance for civil installations. This may include rock excavation and other concealed or unknown site conditions

The proposed Project Team is confident we can deliver the results needed for this project. Critical success factors revolve around:

Extensive Experience at Flow Meter Installations and Long-term Monitoring Programs. The Project Team has an industry leading track record for flow meter assessment and installations. Our experience includes over 25 years of installing flumes and flow meter measuring equipment for multi-stakeholder and regional systems. Our engineers have extensive experience in providing recommendations to our municipal clients for installing and operating flow monitoring programs.

> *We have a strong track record of supplying and installing +/-5% accuracy in volume flow measurement in wastewater systems.*

Industry-Leading Planning, Design and Construction Experience in Municipal Engineering. The Project Team has local planning, engineering, construction and project management experience with clients from Rossland, Warfield, Montrose, Trail, RDCK, RDKB, MOTI and Castelgar. Our local projects include small and large municipal renewal projects, Bylaw updates, sewer and water modelling, I&I assessment work, master planning and infrastructure upgrades.

Experienced Team Leadership. Valuable team leadership to provide cohesive and responsive working groups throughout the term of the contract will also be of critical importance. Our team leaders have the proven ability to maintain team spirit and collaboration. This is done by, among other things, ensuring that all team members know their responsibilities and the overall vision for each project. Our leadership has direct involvement in an extensive amount of past sewer assessment, municipal projects and flow monitoring projects.

1.0 Introduction and Project Understanding

1.1 Introduction

It is our understanding that the Regional District of Kootenay Boundary (RDKB) wishes to upgrade their current sewerage flow meters and respective stations for the purposes of accurate sewer cost apportionment between the communities of Trail, Rossland, and Warfield.

The Regional District Request for Proposal (RFP) is intended to retain consultants and contractors for the design, construction, installation, commissioning, certification and development of an operational and maintenance plan for the district's flow metering upgrade project.

It is understood and accepted by the proposed Project Team that the necessary volume measuring equipment must have a maximum margin of error in the range of +/- 5% and be fully operational no later than the end of 2014

This project will involve deliverables in two stages:

1) Engineering concept / design stage
2) Construction management / commissioning stage.

1.2 Project Understanding

The breakdown of the various components of this project are generally understood as follows:

- Review the layout and function of the regional sewer system and develop a service study plan
- Prepare a design criteria to meet the technical objectives and regulations of the project
- Prepare preliminary design drawings and parts supply list
- Prepare detailed design drawings in AutoCAD format
- Develop a detailed construction and operator training schedule
- Supply and install all infrastructure and equipment
- Calibrate flow meter equipment and develop operation and maintenance manuals
- Host a training workshop with the District operations staff
- Prepare a completion binder including record drawings, full parts supply list and O&M manuals.

1.3 Unique Positioning

The proposed Project Team is uniquely positioned for the successful delivery of this project. The Project Team consists of Kootenay based engineering and contracting company with equipment and training specialists from Ontario chosen for their depth of related project experience.

The Project Team specifically structured for this Design/Build assignment includes the following partners and associated project responsibilities;

ISL Engineering and Land Services Ltd.
Prime consultant
Design lead
Electrical and control design
Record drawings

Monitario Technical Services Inc.
Equipment supplier and installer
Design of flow meters

Civil-Tech Services Ltd.
Excavation contractor

1.4 Due Diligence

In the preparation of this proposal and to achieve sound due diligence, ISL has completed a site visit to the key flow metering stations and identified some of the issues and constraints. The attached photos identify key site locations and describe some site specific details identified during this review.

Existing Monitoring Station in Rossland

Located adjacent to Red Stone Golf Course

- Poor access for maintenance
- Known inaccuracies in metering equipment
- Existing power in close proximity



Proposed Monitoring Station at Rossland/Warfield Boundary

Ex. MH # 38 above Warfield adjacent to Schofield Hwy

- Good road access from Warfield
- Well sized bench for construction
- No ROW issues
- Overhead power in close proximity



Existing Warfield Flow monitoring station

Located on east side of Schofield Hwy before last curve into Trail

- Good road access
- Well sized bench for construction
- No ROW issues
- Overhead power in close proximity



Existing flume at Warfield station

- 3 accessible vaults on sanitary line in succession with flume in 2nd vault
- Current unreliable flow metering data collection (suspect flow readings are lower than actual)
- Potential to fine tune flow through this flume
- Replacement with new flume configuration also proposed at this location



Columbia Pollution Control Center

- Multiple flow sensor equipment providing different flow readings
- Good access for maintenance
- Existing flume providing reasonable flow characteristics
- Minor changes may need to be made



2.0 Approach and Methodology

In our approach to the flow metering upgrades, the Project Team proposes to work closely with key District staff throughout this project and to encourage open and constructive communication at all times.

To provide for a more formal progress review and discussion forum, meetings would be scheduled at the following key points:

- Project kick-off
- Preliminary 50% and detailed design (100%) complete with cost estimates
- Pre-construction meeting
- Interim construction meetings
- Completion Meeting

Following receipt of the Notice of Award, key members of the Project Team will be available for a project kick-off meeting at the Regional District Office.

The following work plan has been designed to successfully undertake and complete all required tasks for this project.

2.1 Phase 1: Engineering Concept / Design Stage

2.1.1 Project Initiation / Stakeholder Meeting

Key members of the Project Team will chair a Project Initiation Meeting at the Regional District Office

The Project Initiation Meeting will:

- Verify requirements for this project.
- Confirm the District's deliverables and schedule.
- Confirm preliminary requirements, design criteria, and technical objectives.
- Review budget, contractual and reporting requirements.

Project deliverable: minutes of meeting

2.1.2 Service Study Plan

The Project team will review available background information, reports, record drawings and legal property information in digital format and any pipe videos.

A high-level assessment of the regional sewer system will be conducted to identify any opportunities and constraints of the system as it relates to flow metering. A review of any existing flow data and inventory will also be conducted and a conceptual drawing will be prepared to indicate locations and modifications of the proposed metering stations.

Project deliverable: Plan drawing of proposed meter locations

2.1.3 Design Criteria

A design criteria in tabular format will be prepared to set the technical requirements for the project. The criteria may include, but not limited to;

- Metering accuracy of +/-5%
- Construction footprint for proposed works
- Anticipated flow rates
- Equipment specifications
- Maintenance considerations
- Site and facility access requirements
- Sustainable options

The Project Team will circulate the design criteria to key stakeholders to obtain approval of the design criteria before proceeding to the design tasks.

Project deliverable: Design criteria in table format

2.1.4 Preliminary and Detailed Design

After assessing all available data, investigative findings, site opportunities and constraints, the Project Team will complete the preliminary design which will included but not limited to;

- Compliance with all RDKB, MOTI and MMCD design standards;
- Drawings in plan view at a scale of 1:250 or as required by RDKB.
- Drainage considerations
- Flow metering equipment and parts lists
- Existing utilities & potential conflicts including water, sewer, gas, Fortis, drainage, etc.;
- Environmental considerations
- Class B statement of probable costs.

Civil Tech and Monitario will provide input into the design for constructability and technical flow metering requirements. The Preliminary Design will

be submitted the RDKB for their review. The Project Manager will meet with the RDKB staff to discuss any changes. After receiving comments from the RDKB, the Project Team will prepare detailed design drawings with futher design information such as;

- Limit of construction
- Tie-in details
- Decommissioning requirements
- Restoration requirements
- Cross section of the proposed metering station
- Temporary works

The details and construction standards for the project will be based on MMCD (Platinum Book), supplemented by specific requirements expressed in design details.

A Class 'A' statement of probable costs will be submitted to the District at the 100% design submission along with three sets of drawings.

Project deliverable: Detailed design drawings signed and sealed by a Professional Engineer

2.1.5 Construction Planning and Permit Approval

Upon completion and approval of the design drawings the Project Team will circulate a proposed construction schedule to the District and key stakeholders.

Permit applications will be prepared by the Project Team and forwarded to the RDKB for submission to the respective authorities.

Project deliverable: Construction Schedule and Permit Applications

2.2 Phase 2: Construction Management / Facility Start-up Stage

2.2.1 Construction and Construction Management

The Project Team will supply and install all required infrastructure and equipment upgrades for the project. Prior to construction, the Project Team will chair a pre-construction meeting with RDKB staff. Construction activities will include but not limited to;

- Pipe and manhole installations
- Flume and equipment installations
- Testing
- Bypass pumping and temporary works
- Site grading and drainage works
- Site clean-up

ISL will be responsible for construction management and project QA/QC. Monitario will be onsite to install the flow metering equipment and Civil-Tech will be onsite for all excavation and infrastructure installations.

Project deliverable: Installed flow meter equipment and infrastructure

2.2.2 Calibration / Commissioning and Operational Manuals

After installation of infrastructure and equipment, the Project Team will calibrate the flow meters and confirm the readings are accurate and displayed correctly at the Pollution Control Centre. Any troubleshooting will be done during this task.

The Project Team will also prepare Operation and Maintenance Manuals and create a full list of parts used in flow metering stations.

Project deliverable: Calibrated flow meters, O&M manuals and parts list

2.2.3 Training Workshop

The Project Team proposes to conduct a full training workshop with the RDKB and key stakeholders on the operation and maintenance of the flow meter equipment and facilities. This will include, but not limited to;

- Calibration
- Maintenance procedures
- Understanding flow readings
- Electrical Connections
- Troubleshooting

Monitario in consultation with ISL will be responsible for preparing the presentation material and conducting the training workshop.

Project deliverable: Onsite training workshop

2.2.4 Completion Documentation and Operational Support

ISL will prepare a completion binder complete with the following but not limited to:

- Record "as-built" drawings
- Accuracy Guarantee Statement
- Contact List
- Regulatory Permits
- Parts List
- O&M manual
- Testing results
- Site photos and inspection reports

Included in this task is a review of the flow meter equipment and data once every 3 months after commissioning of the flow meters.

Project deliverable: Completion binder and quarterly review of equipment and data

3.0 Project Manager

The Project Team proposes to use **Richard Avedon-Savage, P.Eng.** as the Project Manager on this assignment. Richard is a Senior Project Engineer and manages the ISL Rossland Office. He manages and is the Contract Administrator for capital construction projects of this nature for ISL throughout the interior of BC, Sunshine Coast and Vancouver Island.

Mr. Avedon-Savage will apply his 12 years of project design and management experience to manage the project. Richard will work with the District staff and MOTI and direct the design team to work toward cost effective and practical design solutions for the project.

Richard has developed an open working relationship with all of his Clients and understands the importance of communication and being up front with any issues that arise during design through to construction. He is dedicated to help Regional District succeed in completing their project on time and in a cost effective manner.

Richard utilizes the principles of PMI Project Management Body of Knowledge and he has received training from PSMJ Resources Inc. He will be the prime point of contact for the project and is entirely responsible to Regional District for providing project deliverables. Quality is assured through the application of consistent processes; and through independent review of designs and plans to ensure adherence with District requirements, professional standards and MMCD standards.

Mr. Avedon-Savage will provide control so that the project can be completed on time, within budget, and to the expectations of the District. He will be responsible for the following:

3.1 Communication Management

He will communicate frequently with the District via meeting, phone or email. This helps ensure an on-going flow of information related to project progress as an important factor in project success.

3.2 Scope Management

He will monitor the scope and communicate and obtain District approval for changes in scope that will affect the fees or the schedule of the project.

3.3 Cost Management

He will monitor expenditures of hours and labour costs, disbursements, sub-consultant budgets and fees expended to date and overall project costs on a weekly basis. Thus, costs are identified on an on-going basis and the risk of cost overrun is mitigated.

3.4 Time Management

He will maintain a detailed schedule showing the tasks identified in the proposal. During the course of the project, the schedule will be reviewed regularly between Mr. Avedon-Savage and the District Project Manager to ensure that the key milestones are met.

3.5 Quality Management

He will insure the quality manager is completing reviews of the design deliverables.

3.6 Human Resource Management

He will keep the individuals identified on the project team committed for the duration of their work on the project so the work is not delayed.

Mr. Avedon-Savage is very familiar with multi-discipline, design and construction projects and has successfully worked as the design engineer and project manager for similar projects most recently including:

- Southpoint Rain Garden Flow Metering

This project is expected to be an MMCD construction contract. **Richard is a Certified Contract Administrator** and is extremely familiar with MMCD contracts and specifications. Over the past 12 years Richard has been involved with over 30 MMCD contracts.

4.0 Project Team and Experience

4.1 Understanding and Commitment to Clients Needs

General Theory Behind Flow and Specifically Flume Requirements.

The requirement for +-5% accuracy is not to be taken lightly. This order, for the reliable and continuous flow measurement of sewage, requires all empirically proven conditions to be adhered to. These are Prescribed Conditions. A flume is like a sports car and in order for that sports car to work properly you need to use it on a good road. A flume can only operate in a good waterway. The approach conditions must be straight, smooth and fully controlled by the flume. Flows must be laminar. The flume restricts the flow thus inducing a head differential. The head differential now becomes directly proportional to the flow rate and the characteristics of the flume. Those characteristics only ring true if all Prescribed Conditions are met. The stage is set.

Sewer slopes in the upper reaches of the Regional System (Rossland and Warfield) are extreme and for good reason. Velocity of water is made fast as the topography allows it, pipes are smaller and no debris is allowed to settle. The travel time and therefore the side effects of biological degradation are minimized and the water gets from the user to treatment in record time; perfect, but not for flow measurement.
We need to get this high speed stopped and gently introduced into the flume so that it can do its thing. Once done then back into the system and on its original course.

The Primary Device; 1 Foot Parshall Flume
The Parshall flume was perfected in the 1930's by the US Geological Survey to accurately meter and distribute irrigation water to the bread basket of California. Ralph Parshall, ergo the name, was the principal researcher and the 1 foot Parshall Flume was the key unit under test. Testing was extensive and the results revealed that this flume, following its established equation and all Prescribed Conditions adhered to, would produce results within +-3% of the actual flow, over its entire range.

The Secondary Device
During testing by Parshall head was measured manually using a point gage and Vernier. To automate that system was, originally very complex until today when we have the micro-processor and manufacturing tolerances that can measure the speed of light.

The secondary device has a head measurement accuracy of within 1mm and over a perfect Parshall flume can keep close to that head resolution. This error, added to the Primary device error, will keep within +-5% but, there is not a lot of room for any deviation from either device.

RDKB Flow Meter Upgrades - General Approach

From the drawings and the photos of the existing Warfield flow meter operating through a critical depth flume there appears to be little reason for expecting this device to operate correctly. The Palmer-Bowlus flume is not controlling the flow and is not transitioned from sub-critical velocity into the throat section to transition into super-critical velocity.

This is the method of operation for a critical velocity/depth flume. From the drawing supplied it appears that the feed sewer has an approximate slope of 12% or a drop of 12 feet over 100. Velocity of approach has a very high kinetic energy and that is not being removed nor can this type of flume remove it. This system is not, nor will it ever, perform properly. It will be replaced.

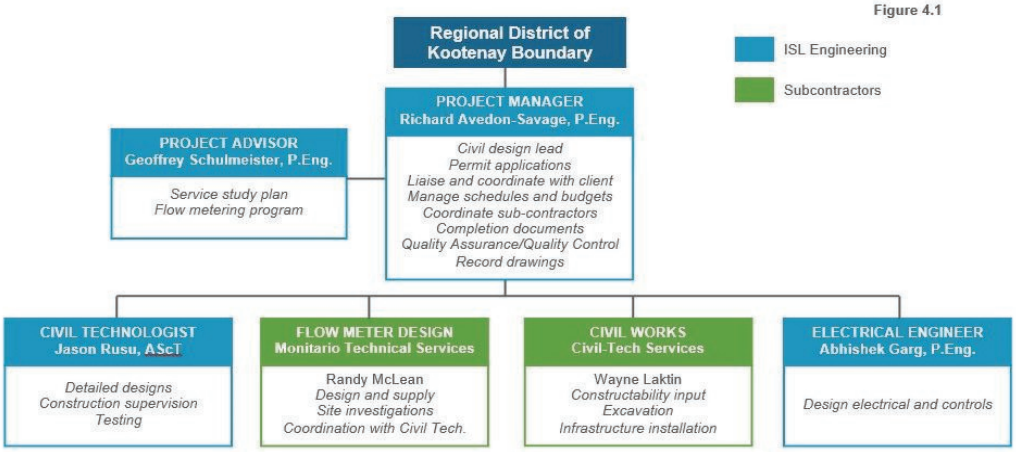
The Rossland installation has a slope of over 4% and that is too high for any flume. Velocity is not as fast as the 12% but close to it as over a certain point water, without resistance, flows at the same speed. The same primary device (1 foot Parshall flume), the same secondary device (Siemans LUT-440) will be used. For comparing billing meters this is the most practical approach. Performance is matched by both primary and secondary device and can be easily checked.

4.2 Project Team

Our Project Team is committed to providing high quality Design/Build services to the Regional District.

Our proposed project team is organized as shown in Figure 4.1 and in Table 1 Resumes of the following individuals can be found in ***Appendix A***.

Figure 4.1


Regional District of Kootenay Boundary
ISL Engineering
Subcontractors
PROJECT MANAGER
Richard Avedon-Savage, P.Eng.
Civil design lead
Permit applications
Liaise and coordinate with client
Manage schedules and budgets
Coordinate sub-contractors
Completion documents
Quality Assurance/Quality Control
Record drawings
PROJECT ADVISOR
Geoffrey Schulmeister, P.Eng.
Service study plan
Flow metering program
CIVIL TECHNOLOGIST
Jason Rusu, AScT
Detailed designs
Construction supervision
Testing
FLOW METER DESIGN
Monitario Technical Services
Randy McLean
Design and supply
Site investigations
Coordination with Civil Tech.
CIVIL WORKS
Civil-Tech Services
Wayne Laktin
Constructability input
Excavation
Infrastructure installation
ELECTRICAL ENGINEER
Abhishek Garg, P.Eng.
Design electrical and controls

4.2 Project Team

Project Advisor
Geoff Schulmeister, P.Eng.. will be the ISL Project Advisor and will be involved during the conceptual options and design development stage of this project.

Project Manager / Contract Administrator
Richard Avedon-Savage, P.Eng, is a Project Engineer for ISL and is proposed to serve as project manager/project engineer on this assignment. Richard will be the Engineer of Record and will serve as the Client contact and project coordinator.

Design Technologist / Construction Inspector
Jason Rusu**,** will serve as the Design Technologist and will be responsible for AutoCAD drawing production for the construction of the new monitoring sites. Jason will also serve as the inspector during construction and is keenly aware of MMCD designs and construction contracts. He will provide effective feedback to the Project Manager during construction.

Electrical and Instrumentation
Abhishek Garg, M.Sc., P.Eng, MCP , leads the electrical and instrumentation discipline at ISL. He will be responsible for the design and review of electrical supply locations to the proposed flow meters and the power requirements associated with the electronic equipment that will be installed.

Monitario Technical Services
Randy McLean, C.E.T.**,** will be responsible for the evaluation, design, and modification and implementation oversight of the proposed flow metering system. He will also provide technical expertise to ISL and Civil Tech Services as they move forward on the construction, installation and implementation of this project. Randy will be responsible for the commissioning and certifying of the flow metering system to within +/- 5% accuracy

Civil-Tech Services
Wayne Laktin**,** will be responsible for the civil construction of the proposed flow monitoring stations and installation of flow meter equipment

Table 1

TEAM MEMBERS EXPERIENCE / FIRM / PROJECT ROLE	PHOTO	BIOGRAPHY	PROJECT SPECIFIC ROLES
Richard Avedon-Savage, P.Eng. **Project Manager and Contract Administrator**		ISL proposes to use **Richard Avedon-Savage, P.Eng.,** as the Project Manager. Richard is a Senior Project Engineer and Manages the Rossland Office. He manages and is the contract administrator for capital construction projects of this nature for ISL throughout the BC interior, Sunshine Coast, and Vancouver Island and is proposed to serve as project engineer/project manager on this assignment. Richard is an MMCD Certified Contract Administrator. Mr. Avedon-Savage will apply his 12 years of project design and management experience to manage the project. Richard will work with Regional District staff and MOTI to direct the design team to work toward cost effective and practical design solutions for the project. Richard has developed an open working relationship with all of his Clients and understands the importance of communication and being up front with any issues that arise during design through to construction. He is dedicated to help the Regional District succeed in completing their project on time and in a cost effective manner. Mr. Avedon-Savage will provide control so that the project can be completed on time, within budget, and to the expectations of the Regional District	• Project Manager/Project Engineer • Liaise and coordinate with client • Provide cost effective and practical design solutions • Ensure quality of deliverables • Ensure client expectations are met • Manage schedules and budgets • Ensure appropriate resource allocation • Coordinate team leads • Organize meetings
Geoff Schulmeister, P.Eng. **Project Advisor**		**Geoff Schulmeister, P.Eng.,** As Municipal Manager for ISL in Calgary, Geoffrey is responsible for project management and coordination, as well as assessment and design of municipal and water resources projects, including storm water management, wastewater collection, and water distribution systems. His duties include project planning, budgeting and staffing, business development, client liaison, proposal preparation, and overall management of municipal and water resources staff. Geoff has had extensive experience with sanitary system design, modelling and monitoring and will be a helpful resource for ISL's West Kootenay team as they move forward with this project:	• Project Advisor • Provide guidance with the service study plan • Will work with Richard to revise RDKB's flow metering program • Provide Quality Assurance • Provide internal support to Richard Avedon-Savage • Is positioned to provide redundancy to project management should this condition be required.

TEAM MEMBERS EXPERIENCE / FIRM / PROJECT ROLE	PHOTO	BIOGRAPHY	PROJECT SPECIFIC ROLES
Jason Rusu, CET, (ASct Pending) **Intermediate Design Technologist**		**Jason Rusu, CET** is an Intermediate Design Technologist working out of the Rossland office. For this project, ISL will utilize Jason's experience in the design and construction of this project. He will be responsible for the production of AutoCAD drawings and construction supervision and will work under the direction of the Project Manager From past experience working for Alberta Environment as an infrastructure technologist, Jason is familiar with flow monitoring, remote data acquisition (SCADA), and the Operation, Maintenance and Surveillance of critical infrastructure that provided vital functions to many rural residents of Southern Alberta. Similarly the strict requirements that the RDKB has for providing accurate flow data in order to properly administer the use of its sanitary system is something that Jason understands. As an experienced inspector Jason will enable the construction operations to move forward in a timely fashion. Jason takes a "look-ahead" approach to these types of projects and his experience will help identify potential problems before they occur. He will work closely with the contractor prior to mobilizing on site in order to layout and identify any issues and constraints that may require adjustments in the construction methodology.	• Jason will develop and produce AutoCAD design drawings with significant detail to bid and construct the project • Jason will also attend and record all the utility pre-locations and coordinate any third party utility relocations or impacts. • Jason will provide drawings that are clear, concise and with adequate detail so the contractor can bid and build the project efficiently • Jason will be the construction inspector
Abhishek Garg, M.Sc., P.Eng, MCP **Electrical and Instrumentation**		**Abhishek Garg, M.Sc., P.Eng.,** MCP, leads the electrical and instrumentation discipline at ISL. He is responsible for project management, conceptual design, detailed design and construction administration in the key areas of electrical services for municipal infrastructure and transportation systems. Abhishek has ten years of experience in design, engineering and construction management in the provinces of Manitoba, Alberta and British Columbia; and has completed a diverse portfolio of projects including municipal, industrial and transportation. His construction management experience has enabled him to be very pragmatic with his design approach and evaluate his designs from ease of constructability perspective.	• Electrical design that will provide power supply for the proposed flow monitoring equipment. • Conference on any key design meetings. • Provide technical and contract administration support during the construction phase of the project.

TEAM MEMBERS EXPERIENCE / FIRM / PROJECT ROLE	PHOTO	BIOGRAPHY	PROJECT SPECIFIC ROLES
Randy McLean, CET **President, Monitario Technical Services**	MONITARIO	**Randy McLean, CET is the** president of Monitario Technical Services. Randy has been working as a technologist in the area of wastewater management and flow measurement since 1977 and has been providing wastewater flow measurement solutions to municipalities and districts like the RDKB since 1988. Mr. McLean has authored several papers and been asked to speak on the subject of open channel flow measurement at numerous trade shows and seminars. He has assisted and commented to original equipment manufacturers (OEM's) on the design and features of their open-channel flow measurement devices before going into production and is referred to clients and users by OEM's for further assistance in design of open channel flow metering projects. Flow measurement and sampling programs have been designed and implemented by Randy for numerous studies over the past 20 years through either Monitario or with the Ontario Ministry of Environment. A few examples of relevant projects Mr. McLean has provided technical expertise are the following: • The St. Catharine's Remedial Action Plan to identify major sources polluting the beaches along the Lake Ontario shoreline • The Collingwood Remedial Action Plan to identify and make recommendations to reduce both point and non-point sources of water pollution • Canadian National Railway - Belleville study to identify and prioritize sources and degrees of oil and fuel from yard runoff, spills and general seepage from past activity	• Design and implementation of continuous flow metering stations at the proposed Rossland and Warfield stations • Evaluation and design modification/implementation of the flow monitoring stations at the CPCC

TEAM MEMBERS EXPERIENCE / FIRM / PROJECT ROLE	PHOTO	BIOGRAPHY	PROJECT SPECIFIC ROLES
Wayne Laktin, President Civil Tech Services	 ***CIVIL-TECH SERVICES*** *Castlegar, BC*	Wayne Laktin, company President, graduated from the BC Institute of Technology, Civil and Structural Engineering Technology Program in 1984. Wayne brings 30 years of estimating, project management and business development expertise to our team. Civil-Tech Services maintains an extensive and well serviced fleet to ensure that we can meet the needs of this project. Civil-Tech employs a highly skilled mechanic to prevent breakdowns and to quickly solve any equipment problem.	• Civil-Tech will be responsible for constructing the monitoring well configurations at the Rossland and Warfied • Responsible for the temporary bypass pumping of sanitary flow around the new and existing sites for construction, installation and commissioning of the flow metering system

4.3 Project Qualifications and Experience

ISL, Monitario and Civil-Tech have completed numerous assignments that are comparable in size, scope, and complexity. Project Team involvement in these projects is discussed below.

a) Project Team Qualifications

ISL Engineering and Land Services Ltd.

ISL has partnered with several towns, cities, local governments and Regional Districts in British Columbia and Alberta. We understand that regional municipalities face challenges with respect to ongoing infrastructure upgrades and associated costs. In the West Kootenay region ISL has previous experience working on potable water delivery in the RDCK, stormwater management planning for the Village of Montrose and major infrastructure upgrades for the City of Rossland.

Monitario Technical Services Inc.

Monitario designs, installs, calibrates, up-sizes, downsizes, retrofits, certifies, and fully appraises flow measurement instrumentation and systems. Monitario has been doing this since 1988. Prior to that Monitario's principle, Randy McLean was Instrumentation and Control Specialist with the Ontario Ministry of the Environment. He has assisted in many projects throughout North America. Monitario has supplied, specialized open channel metering systems for numerous municipalities throughout Ontario; from Ottawa to Windsor, and Port Colbourne to Marathon. All meters are treated, as some are required, with stringent accuracy. Monitario calibrates and guarantees accuracy on all sites.

Existing and new sites have been calibrated to the satisfaction of the Ontario Municipal Strategy for Abatement (MISA) and to that of billing clientele. Transfer custody sites are very stringent. Not only is accuracy a concern during the design stage but also site maintenance and, as most sites deal in wastewater, all features of the specific waste are considered.

Civil-Tech Services

Civil-Tech Services Ltd. is a diversified Heavy Civil Contractor primarily serving the West Kootenay region of British Columbia since 1992. They provide a broad range of services including all aspects of municipal works and civil installations. Their expertise also includes land clearing, earth and rock excavation, road construction, sewer and water infrastructure, demolition, concrete works, retaining structures and more. Civil-Tech Services takes great pride in our quality of workmanship producing client satisfaction as a result of employing highly skilled supervisors, equipment operators, pipelayers and skilled labourers. Many of our key employees have over 20 years' experience in the earthworks industry ensuring our clients benefit from their combined experience and knowledge with our prime objective to deliver professional craftsmanship.

Project Competency

The Project Team has the knowledge and expertise in the planning, design and fabrication of flumes and flow metering infrastructure according to required standard operating procedures. Our past projects have been designed, constructed and tested to meet the required standards of our clients which are typically required of the industry.

b) Relevant Project Experience

ISL Engineering and Land Services Ltd.

Through their work on various projects with clients such as the City of Exshaw, RDCK, City of Rossland and the Village of Montrose, ISL has had the opportunity to deal with various levels of local governments they have worked for. Since several of the projects ISL has designed impact multiple stakeholders it has been necessary to take every opportunity to listen to and communicate with stakeholders. ISL has experience in presenting design proposals to city councils and district boards, facilitating public consultations, design charette's with operations staff and working with city administrations to review and update local bylaws.

Below are listed some of the projects ISL has worked on locally that have required effective communication of complex issues, education and communication strategies to local government officials and staff:

- Town of Exshaw - Municipal Water Plan and System Design

  Replacing private water wells as an untreated source of water, ISL designed and facilitated a complete municipal water system in the community of Exshaw. The scope included raw water supply and treatment, treated water storage and disinfection, as well as a distribution system that was retrofitted throughout the community and required the complete reinstatement of the community's roads. ISL managed this $14 million project from conceptual design to contract closeout, even assisting the MD of Bighorn in obtaining funding.

  The water system met the client's sustainability goals by providing a low maintenance, low energy, and low lifecycle cost treatment system that effectively treats the complex raw water. With the distribution system, potable water is now readily available for residents and firefighting.

  The project won a CEA Award of Excellence for Water Resources engineering in 2013, with a judge commenting, "The team demonstrated outstanding innovative and collaborative engineering skills in successfully overcoming the multiple technical, economic, environmental, and social challenges for the creation of a safe, secure and sustainable municipal potable water supply."

  This project from concept to completion involved effective communication with all levels of government from provincial to local including extensive training of staff for the purposes of the ongoing Operation, Maintenance and Surveillance of the water system.

- Town of Exshaw - Sanitary Flow Monitoring
    - Communicated with operations staff on the on-going operation, maintenance and surveillance of the Sanitary Flow monitoring system
- South Point Rain Garden – City of Burnaby
    - Storm water flow monitoring, via Doppler sensor and piezometer (weir)
    - Communicated with operations staff on the on-going operation, maintenance and surveillance of the Storm Flow monitoring system
- City of Rossland- Columbia Avenue/Washington Street Upgrades
    - Several presentations to council at various phases of the project
    - Conducted several public open houses to present design proposals
    - Facilitated key design charettes with city staff to invite collaboration in design process
- Regional District of Central Kootenay – Fauqier Water Treatment Plant
    - Presented to RDCK Council proposed design and construction methodology for new water treatment plant for Village of Fauqier
- Village of Montrose
    - Worked closely with VoM CAO and staff to develop a comprehensive stormwater management plan with the Village

Monitario Technical Services Inc.

The accuracy of the RFP will be adhered to and will come within +-5% of the actual flow. This requirement allows for very little deviation from both general and primary device (flume) specific prescribed conditions.

Flumes have been designed and installed within 60 days and as recently as December 2013. Flume are designed and built under CAD/CAM tolerance to within 2/1000 of an inch in all critical dimensions.



Effluent Flume
Fort Erie, Ontario

Flumes are made to fully facilitate local construction assets and resources. The flume below was designed and laser cut to spec then shipped out to be shaped and fabricated following close tolerance. Its installation was completed with zero onsite assistance. Communication and full appreciation of human and equipment resources was the key.



Terra International
Courtright Ontario

The install is always considered to be driven by the requirements of the flume; nothing else. Installs are designed from the ground up. Metering raw sewage with settable solids must be considered. Solids cannot be allowed to interfere with the operation of the flume.

Custody Transfer Billing Station

Thorold, Ontario



Installations cannot interfere with the performance of the flume. All flumes are designed to support their weight and the weight of water through them. Strength and durability of stainless steel is the most cost effective and accuracy promoting material to use; **BAR-NONE.**

MONITARIO has developed a state of 'working with others'. Knowing what you know and what you do not know are equally important. Whether it is digging, designing, fabricating, or application ***MONITARIO*** knows how to find the best and how to close those unforeseen gaps that may spoil the recipe. Projects are done on time and on budget all the time.



Custody Transfer Billing Station. 1 of 3 Tecumseh, Ontario

Fixing flumes in trouble has opened the door to helping flow meters meet their accuracy requirements. Not adhering to the prescribed conditions of the primary device opens a Pandora's box to issues from erroneous billing, through chemical off paising to falling out of regulatory compliance. ***MONITARIO*** makes turbulent flow laminar and pass solids and rags at the same time. Over 25 years of experience gives ***MONITARIO*** that insight and understanding. These devices are in full use in the field for years without interruption.

Civil-Tech Services – Project Experience

- City of Castlegar 3rd Avenue Upgrade - 2013
  - Project Value: $350,000
- Salmo Seniors' Housing Site Services - 2013
  - Project Value:$175,000
- City of Castlegar Boulevard Construction – 2013
  - Project Value: $150,000
- Coleman St. Reservoir Site Development – 2011-2012
  - Project Value: $700,000
- RDCK – Ootischenia Landfill Entrance Area Upgrades - 2012
  - Project Value: $300,000
- City of Trail Bank Washout Utility Repair - 2012
  - Project Value: $350,000
- City of Castlegar 3rd Avenue Upgrade - 2011
  - Project Value: $350,000
- City of Castlegar Road and Sidewalk Improvements – 2009-2010
  - Project Value: $375,000
- Village of Montrose Water Transmission Main Replacement – 2008
  - Project Value - $500,000
- Fruitvale Seniors' Housing Development - 2008
  - Project Value - $800,000
- Bulmer Pointe Development-Argenta - 2007
  - Project Value - $1,800,000
- 88 Creekside Site Development – 2005-2006
  - Project Value - $1,200,000
- Rossland Courthouse Civil Improvements – 2006-2007
  - Project Value - $300,000
- City of Castlegar 14th Avenue Upgrade & Underground Work - 2005
  - Project Value - $500,000
- Ritchie Road Subdivision - 2005
  - Project Value - $600,000

4.4 References

Relevant references are provided. More are available on request.

ISL Engineering and Land Services Inc.
Darrin Albo, CAO – City of Rossland (250) 362-7396 Kel Coulson – City of Burnaby (604) 570-3656 Kenin Chartres - Village of Montrose (250) 367-7234 Jason McDiarmid - Fauquier Water Treatment Plant - Regional District of Central Kootenay (250) 352-6665 Martin Buckley, CAO – M.D. of Bighorn (Hamlet of Exshaw) (403) 673-3611
Monitario Technical Services Inc.
Henry Szustka, B.Sc., Associate henrys@xcg.com XCG Consultants Ltd. Environmental Engineers & Scientists 2620 Bristol Circle, Suite 300, Oakville, Ontario, Canada L6H 6Z7 www.xcg.com | T 905 829 8880 Ext. 235 | F 905 829 8890 Dave Ellis, M.A.Sc., P. Eng. Senior Engineer - Geosyntec Consultants, Inc 295 Hagey Blvd., Suite 290 Waterloo, Ontario N2L 6R5 Phone: 519.514.2230 Direct: 519.514.2237 Mobile: 519.729.0681 dellis@geosyntec.com http://ca.linkedin.com/pub/david-ellis/1/362/338 GEOSYNTEC | MMI ENGINEERING | SIREM Willard Tendam (Instrumentation) Regional Municipality of Durham Corbett Creek W.P.C.P. 2400 Forbes Street, Whitby, Ontario L1C 8M3 Pennie Erb Coordinator of Maintenance Planning & Scheduling Water and Wastewater, Niagara Region 980 Major Street, Welland, ON Phone: 905-734-4777 ext. 5812 Cell 905-658-5146 Fax: 905-734-9159 www.niagararegion.ca
Civil-Tech Services
Chris Barlow – City of Castlegar (250) 365-7227

5.0 Fees and Schedule

5.1 Fees

Upon receipt of Regional District's authorization to proceed, the Project Team will be available within 48 hours for the project kickoff meeting to initiate the Design phase of this project.

The following resulting professional services and contracting estimate in **Table 5.1** is based upon our understanding of the project requirements and the proposed work plan for the project.

The proposed costs are prepared based on hourly rates and material pricing to upset limits. We believe an adequate level of input by experienced staff is necessary to avoid construction or operational shortfalls. No extension of consultant budget without prior approval by the District would be considered.

This estimate is based on a number of important factors:

- Rock excavation is not anticipated based on record drawing information provided and therefore not included in the proposed costs
- QA materials testing during construction by the Regional District retained testing agency
- Legal surveying, should it be required, is not included in this proposal

ISL Engineering and Land Services

Regional District of Kootenay Boundary
Regional Wastewater Flow Meter Upgrades

Table 5.1 - Fee Proposal

Phase & Tasks	Task Description	ISL Engineering: Geoff Schulmiester, Project Advisor	ISL Engineering: Richard Avedon-Savage, Project Manager	ISL Engineering: Abhishek Garg, Electrical Engineer	ISL Engineering: Jason Rusu, Civil Technologist	ISL Engineering: Administrative and Technical Support	Subcontractors: Sub-Contracting Fees, Montario Technical	Subcontractors: Sub-Contracting Fees, Civil-Tech Services	Fees: Total ISL Fees	Fees: Total Subcontractor Fees	Disbursements: ISL Disbursements	Disbursements: Subcontractor Disbursements	Total Fees + Disb + Subs
	Hourly Rate	$155	$125	$150	$95	$80	$160	$75					
Phase One: Engineering Concept / Design Stage (April - June)													
Project Initiation / Stakeholder Meeting	Meet with District staff, stakeholders and Project Team to review the overall scope of work, confirm deliverables, discuss key issues and priorities. Gather available background Information	4	4		4	1		2	$ 1,580	$ 150	$ 50	$ 50	**$ 1,830**
Project Management and Communications	Management and coordination of the Project team; liasion with District project manager; communications throughout the project		48			2			$ 6,160	$ -	$ 100		**$ 6,260**
Service Study Plan	Review background information and existing record information, ROW documentation, prepare a study plan drawing and letter report for upgrade reccomendations		16		24	1			$ 4,360	$ -	$ 50		**$ 4,410**
Design Criteria	Develop a design criteria for technical project requirements, consutruction footprint areas, metering equipment specifications, maintenance requirements		8	4	8		60		$ 2,360	$ 9,600		$ 2,000	**$ 13,960**
Preliminary and Detailed Design	Prepare design drawings in AutoCAD format, chair design review meetings, drawing revisions, site investigation efforts, BC 1 call, utility coordination	8	32	16	60		104	42	$ 13,340	$ 19,790	$ 500	$ 17,325	**$ 50,955**
Construction Planning and Permit Approval	Prepare detailed construction schedule, coordinate with stakeholders, submit permit applications		16		24	2		2	$ 4,440	$ 150	$ 100		**$ 4,690**
sub total		**12**	**124**	**20**	**120**	**6**	**164**	**46**	**$ 32,240**	**$ 29,690**	**$ 800**	**$ 19,375**	**$ 82,105**
Phase Two: Construction Management / Facility Start-up Stage (July - October + 2014/2015 Support)													
Construction and Construction Management	Chair pre-construction meeting, supply and install civil, electrical and flow metering equipment, bypass pumping and temporary works, construction management, coordination with Public Works staff, material and pipe testing	4	24	8	80	4	90		$ 12,740	$ 14,400	$ 250	$ 201,785	**$ 229,175**
Calibration / Commissioning and Operational Manuals	Calibrate flow metering equipment, confirm data readings, prepare operation and maintenance manuals, prepare intstalled parts list		8		32		30		$ 4,040	$ 4,800	$ 100	$ 2,250	**$ 11,190**
Completion Documentation and Operational Support	Prepare record drawings and completion documentation binder, accuracy guarantee statement, contact list, permits. Quarterly site inspection to confirm accuracy		32		40	8	40		$ 8,440	$ 6,400	$ 800	$ 1,000	**$ 16,640**
subtotal		**4**	**64**	**8**	**152**	**12**	**160**	**0**	**$ 25,220**	**$ 25,600**	**$ 1,150**	**$ 205,035**	**$ 257,005**
Total Hours by Team Member		**16**	**188**	**28**	**272**	**18**	**324**	**46**					
Total Fees by Team Member		**$2,480**	**$23,500**	**$4,200**	**$25,840**	**$1,440**	**$51,840**	**$3,450**	**$ 57,460**	**$ 55,290**	**$ 1,950**	**$ 224,410**	**$ 339,110**

Total Project Upset (excluding taxes) $ 339,110

5.1 Schedule

The proposed schedule provided below has been designed in order to guarantee the specified project deadline for being fully operational for January 01, 2015. Based on our experience on related projects, we feel that time available is adequate to complete all of the required tasks. As illustrated, the schedule allows us the flexibility to complete some tasks concurrently and meet with the RDKB and other stakeholders. We are prepared to start work immediately, and have all sites fully operational by October 2014.

Project Task	Completed by (week ending)
Project Management and Communications	Ongoing
Stage 1 – Engineering Concept / Design Stage (April – June)	
Notice of Award (anticipated)	April 11
Project Initiation / Stakeholder Meeting #1	April 16
Service Study Plan and Design Criteria	April 25
Review of Plan and Criteria by RDKB	May 02
Site visits to measure and assess existing stations	May 09
Preliminary Design (50%)	May 23
Meeting and Review by RDKB	May 30
Detailed Design (100%)	June 20
Permit Submissions	June 20
Meeting and Review by RDKB	June 27
Construction Planning and Permit Approval	July 11
Stage 2 – Construction Management / Facility Start-up (July – October)	
Construction Start and Mobilization	July 18
Rossland Flow Meter Civil Installations	August 01
Warfield Flow Meter Civil Installations	August 08
Flow Meter Equipment Installations	August 29
Calibration and Commissioning	September 12
Flow Meter Stations - fully operational	September 12
Completion Documentation	September 26
Onsite Training Workshop	October 10, 2014
Quarterly Site Inspections	October 2015

Detailed Design and Construction Schedule for Build Components

Date	Work Activity	Detail
April 28, 2014 May 2,2014	Pre-Design	Visit sites to evaluate resources and inventory assets Inspect sites for potential both existing and new.
May 5, 2014 May 9, 2014	Design	Preliminary design of Chambers based on local available sizes and dimensions. Discussions with installer, supplier etc. Meeting with Designer over approach and assist with structural and Civil design phone and internet.
May 12, 2014 May 16, 2014	Design	Complete design as determined of the chambers and layout logistics with site local contractor to establish timing and apply for permits, have locates done, etc.
May 20, 2014 May 23, 2014	Design	Verify all details of drawings with Designer. Have drawings formalized and stamped 'to be built'
May 26, 2014 May 30, 2014	Design	Spec and order vault materials Work up flume design using sized dimensions of elliptical sewers
June 16,2014 June 20, 2014	Construction	Supply and ship chamber components to job site
June 23, 2014 June 27, 2014	Construction	On site to oversee installs, measure up and confirm for adjustment of design drawings to as built. Meet with client to adjust steering and discuss all.
June 30,2014 July 4, 2014	Construction	Design and have fabricated flumes for sites
July 7, 2014 July 11,2014	Construction	Design and have fabricated hatch exits for site.
July 14, 2014 July 18,2014	Construction	Design and have fabricated instrument enclosures X 2 and stations. Stainless NEMA 4X steel with post legs sits on top of entrance cover
July 21, 2014 July 25, 2014	Construction	Order pneumatic pipe plugs stainless fittings and stainless chain. Approach, cost, safety, etc will partition this activity
July 28, 2014 Aug 1, 2014		
Aug 4, 2014 Aug 8, 2014	Construction	Package and ship flume components and hatch ways.
Aug 11, 2014 Aug 15, 2014	Construction / Calibration	Complete install of flume and mount transponder, run conduit, mount entrance hatch, ladder, unit Mount transmitter, mount enclosure Configure, calibrate, Install sewer plug.
Sept 1, 2014 Sept 5,2014	Completion Documents	Work up operating manuals and equipment manuals Finalize drawing and stamp offs and supply to Designer

6.0 Corporate Profile

6.1 Description of Firm / Legal Company Organization

ISL is a full-service consulting firm with twelve offices in British Columbia, Alberta and Saskatchewan, and over 300 professional, technical and support staff. Incorporated in December 1986, ISL is an employee-owned company, managed by a CEO and seven board members. We offer turnkey solutions for clients and have extensive experience in taking planning concepts through to construction. Therefore, our project approaches are practical and realistic to ensure feasible constructible designs and provide client satisfaction and in a timely manner.

Our company continues to expand its range of services to meet the ever-changing needs of the marketplace and now offers quality solutions across seven major disciplines: Municipal/Water Resources/Process, Transportation/Traffic, Structural, Land Development, Landscape Architecture, Planning / Public Communications, and Mapping / GIS. To expand a little, ISL's key service areas include:

- Municipal / Water Resources / Water and Wastewater Process – We are an industry leader providing service in assessment, design, construction, and commissioning of municipal infrastructure projects.
- Transportation Engineering – ISL has the expertise and dedication to help develop solutions to meet the growing mobility challenges of the twenty-first century in an environmentally responsible manner.
- Structural Design – here the team has considerable experience in structural design of buildings, heavy civil construction, bridges, retaining walls, and structural culverts.

From concept to completion, ISL offers comprehensive services including conceptual planning, preliminary and detailed engineering, tendering and construction management.

The majority of the firm's work is with municipalities in BC, Alberta and Saskatchewan, and the Provincial Government.



ISL Offices



ISL Service Lines



ISL Approach

6.2 Applicable Licenses

ISL hold permits to practice in Alberta, British Columbia, Saskatchewan, Manitoba, Ontario, Northwest Territories, Yukon, and Nunavut. We confirm that we are members of APEGBC.

6.3 Our Offices

Services would be provided primarily from our Squamish and Calgary offices with support from other offices as required. ISL serves its clients through offices located in British Columbia (Burnaby, Langley, Squamish, East Kootenay, and West Kootenay), (Edmonton, Calgary, Canmore, Grande Prairie, Red Deer, and Lethbridge) and Saskatchewan (Saskatoon), in addition to our many offices in Alberta.

6.4 Insurance / WCB / COR

ISL maintains Professional Liability (Errors & Omissions) Insurance and General Insurance coverage. The amount of Professional Liability coverage meets your requirements. ISL maintains General Liability insurance with Lloyd Sadd Insurance Brokers Ltd. (17413 – 107 Avenue, Edmonton, Alberta, T5S 1E5) in the amount of $5,000,000.00 (including automotive) and Professional Liability with Quadrant Insurance Services (#230, 251 Midpark Boulevard SE, Calgary, Alberta, T2X 1S3) in the amount of $2,000,000.00.

6.5 Awards and Recognitions

ISL has ranked amongst the top 10 Best and Medium Employers in Canada four times in the last five years; the annual review and competition by Queen's University Centre for Business Venturing/ Hewitt Associates. Becoming a Top Best Small and Medium Employer is a very detailed and competitive process. This national awards program recognizes top employers with between 50 and 400 employees.

This prestigious ranking is testament to ISL's commitment to sharing our success with our extraordinary employees, and continuing to work together to provide value and quality service to our clients.

ISL is proud to be **Ranked #1** of ***The Green 30***: Canada's 30 most environmentally-conscious employers in 2013. Based on the Best Employers' Study, Maclean's and Canadian Business identified the 30 companies in Canada that have best incorporated environmental stewardship into their business models and corporate cultures.

2013 Showcase Award of Excellence: Water Resources and Energy Production
Project: Exshaw Municipal Water System, Municipal District of Bighorn, Alberta

2012 Showcase Award of Merit: Sustainable Design
Project: Didsbury North Industrial Stormwater Wetland, Didsbury, Alberta

2012 Showcase Award of Merit: Water Resources and Energy Production
Project: Chateh Water Treatment Plan, Chateh, Alberta

2011 Award of Excellence: Project Management
Project: Chateh Water Treatment Plant, Chateh, Alberta

2011 Showcase Award of Merit: Transportation Infrastructure
Project: Okotoks 32 Street Crossing, Okotoks, Alberta

2010 Showcase Award of Excellence: Studies, Software & Special Services
Project: Zama Water Treatment Plant NavIS O&M, Zama, Mackenzie County, Alberta

Appendix A

Corporate Profile and ISL Resumes

ISL Engineering and Land Services

Inspiring sustainable thinking

Company Profile

Welcome to ISL Engineering and Land Services (ISL)






We are consulting engineers and land services professionals who are committed to inspiring sustainable thinking in transportation, land and water projects for the public and private sectors.

We are set apart by our values. Our shared values are reflected in our everyday actions and represent the driving force behind our organization.

We value your success

Our commitment to client success is evident in every aspect of our project work and is built on what we value: people, relationships, and sustainability.

We value people

ISL recruits, grows and develops the brightest technical minds to offer a complete line of engineering and land services:

- Transportation
- Municipal
- Environmental Infrastructure
- Structural – Bridges and Buildings
- Land Development
- Landscape Architecture
- Land Use Planning
- GIS/Mapping

Our commitment to each other is demonstrated in our collaborative approach to projects, our commitment to safety and our belief in giving back to our communities.

We are a family that shares. ISL teams look for ways to maximize their understanding of project requirements —from generational sharing of expertise and sharing similar past project work to sharing knowledge of the geographic nuances of a site or of concurrent projects surrounding the site. ISL enables its teams with the tools and resources to share information and knowledge effectively, to the benefit of our clients.

We value our relationships with clients, suppliers, and partners

ISL believes in collaboration and works with all stakeholders to deliver innovative projects that meet client objectives. For ISL, cooperation and teamwork—whether it is with client groups, other firms, or the public —is an opportunity to demonstrate our commitment to making our communities great places to live.

We value sustainability

ISL is committed to becoming a sustainable engineering and land services company by 2020. Sustainability at ISL encompasses our commitment to recruiting technical experts, ongoing education and research, and engaging clients to inspire sustainable thinking at every project level and opportunity.

We would be proud to be a part of your next project.

EDMONTON
Steven Melton
P: 780.438.9000

CALGARY
Calvin McClary
P: 403.254.0544

CANMORE
Adrian Wilson
P: 403.678.4211

LETHBRIDGE
Arne Gjerlaug
P: 403.327.3755

RED DEER
Robert Perrault
P: 403.342.1476

GRANDE PRAIRIE
Brian Morrison
P: 780.532.4002

LANGLEY
Randy Rosin
P: 604.530.2288

BURNABY
Kevin Terness
P: 604.629.2696

SQUAMISH
Graham Schulz
P: 604.815.4646

WEST KOOTENAY
Kevin Terness
P: 250.512.1641

EAST KOOTENAY
Clark Weber
P: 250.423.2015

SASKATOON
Rob Cholodnuik
P: 306.221.8748

ISL Engineering and Land Services

Inspiring sustainable thinking

British Columbia Offices






We Know BC

With a presence in British Columbia since 1997, ISL Engineering and Land Services Ltd. understands the regulatory environment, climate, and construction market faced by our clients. From the coast to the Rockies, we develop locally-appropriate solutions from offices in Langley, Burnaby, Squamish, and the Kootenays (Fernie and Rossland).

We offer an integrated approach to projects that benefits from local expertise in transportation, municipal, structural and land development engineering and landscape architecture. In-house environmental management professionals help clients mitigate risks to the project and to the environment. Our teams also benefit from access to additional expertise from our other offices in Western Canada. Working together, our exceptional staff collaborate across all disciplines on projects of all sizes and complexities to develop innovative, effective solutions that achieve the goals of our valued clients.

Helping us serve clients, our offices are staffed by professional and technical personnel and supported by a talented group of administrative staff. Our teams benefit from the latest hardware and software, and on-site plotting, printing and document production. A skilled information technology team provides advanced network and hardware support to all our offices.

We believe in giving back to our communities. Every year we participate in a variety of community and fundraising events as part of our commitment to making our communities great places to live.

Contacts:

Transportation

Zane Sloan, P.Eng.
zsloan@islengineering.com

Borg Chan, P.Eng., PTOE
bchan@islengineering.com

Roy Symons, B.Eng.
rsymons@islengineering.com

Structural – Bridges

Dan Estey, P.Eng.
destey@islengineering.com

Structural – Buildings

Clark Weber, P.Eng.
cweber@islengineering.com

Municipal

Randolph R. Rosin, M.Eng., P.Eng.
rrosin@islengineering.com

Kevin Terness, P.Eng.
kterness@islengineering.com

Graham Schulz, P.Eng.
gschulz@islengineering.com

Richard Avedon-Savage, P.Eng.
rsavage@islengineering.com

Landscape Architecture

Andrew Robertson, BCSLA, CSLA, LEED® AP
arobertson@islengineering.com

Environmental Management

David E. Neufeld, B.Sc., R.P.Bio.
dneufeld@islengineering.com

LANGLEY, BC
#301, 20338 - 65 Avenue
Langley, BC V2Y 2X3
Phone: 604.530.2288
Fax: 604.530.1132

BURNABY, BC
#503, 4190 Lougheed Highway
Burnaby, BC V5C 6A8
Phone: 604.629.2696
Fax: 604.629.2698

SQUAMISH, BC
#101 – 38026 Second Avenue
Squamish, BC V8B 0C3
Phone: 604.815.4646
Fax: 604.815.4647

WEST KOOTENAY, BC
1952 Columbia Avenue,
P.O. Box 2185
Rossland, BC V0G 1Y0
Phone: 250.512.1641
Fax: 604.629.2698

EAST KOOTENAY, BC
542B 2 Avenue, PO Box 1815
Fernie, BC V0B 1M0
Phone: 250.423.2015
Fax: 877.725.8140

islengineering.com

BC offices sheet_130722

ISL Engineering and Land Services

Inspiring sustainable thinking

Municipal Engineering



Building a legacy of excellence

ISL's Municipal group provides expert assessment, design, construction and commissioning services for government and the private sector. Recognized as leaders in the industry, the team's expertise and experience has led to the successful resolution of a wide variety of engineering and environmental challenges within a broad range of projects.

Our Service Areas

Water

- Supply
- Transmission
- Pumping
- Storage
- Distribution
- Hydraulic Modelling
- Infrastructure Assessments
- Land Development Servicing
- Master Planning
- Sustainable Development Planning

Wastewater

- Collection
- Transmission
- Pumping
- Inflow/Infiltration Assessments
- Real Time Control
- Hydraulic Modelling
- Infrastructure Assessments
- Land Development Servicing
- Master Planning
- Sustainable Development Planning

Stormwater

- Water Quality Monitoring and Assessment
- Hydrologic and Hydraulic Modelling
- Conveyance & Storage
- Stormwater Management
- Engineered Wetlands
- Low Impact Development and Best Management Practices
- Infrastructure Assessments
- Land Development Servicing
- Master Planning
- Sustainable Development Planning

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ISL Engineering and Land Services

Richard Avedon-Savage, P.Eng.

Manager, West Kootenays / Senior Project Engineer

Education/Qualifications

University of British Columbia, 2002
- Bachelor of Applied Science in Civil Engineering

Camosun College, 1999
- Civil & Structural Engineering Technology

Association of Professional Engineers and Geoscientists, 2007
- Urban Storm Runoff – Increasing Effectiveness of Urban Drainage

PSMJ Resources Inc., 2006
- Project Management Bootcamp

Association of Professional Engineers and Geoscientists, 2004
- Construction Law for Consultants – Construction Administration

Master Municipal Construction Documents Association (MMCDA), 2011
- Contract Administrator

Employment History

- ISL Engineering and Land Services
  2009 to date
  Project Engineer
- Chatwin Engineering Ltd.
  2002 to 2009
  Project Engineer
- Herold Engineering Ltd.
  1999 to 2001
  Engineering Technologist
- Ministry of Environment
  1998
  Civil Engineering Technologist

Affiliations and Activities

- Association of Professional Engineers and Geoscientists of British Columbia
- Department of Licensing, Washington – Engineer-in-Training, 2002

Career Highlights

Richard is the Manager of ISL's West Kootenays office which provides consulting services for the south interior BC area. As a Senior Project Engineer, Richard is responsible for municipal infrastructure design and assessments, construction inspection and contract administration for a wide range of clients in the public and private sectors.

Richard has over 12 years' experience as a project engineer and specializes in stormwater design and coastal erosion protection using Green Shore design principles. He is a certified MMCD Contract Administrator.

Relevant Experience

Since joining ISL in 2009, Richard has participated in the following projects:

- Municipal Roadworks
  - Columbia Avenue/Washington Street Downtown Revitalization (City of Rossland) – 2013
  - Oracle Road Upgrades (District of Sechelt) – 2012
  - Wharf Avenue Widening (District of Sechelt) – 2011
  - Teredo Street Widening (District of Sechelt) – 2011
  - King Edward Street Widening (City of Coquitlam) – 2009
- Municipal Utilities
  - Stormwater Management Plan (Village of Montrose) – 2013
  - Exposed Sewer Risk Assessment (Resort Municipality of Whistler) – 2013
  - Bulk Water Fill Station Assessment (District of Squamish) – 2013
  - Downtown Sechelt Sanitary Sewer Capacity Review (District of Sechelt) – 2012
  - Medusa Street Sanitary Upgrades (District of Sechelt) – 2012
  - Pemberton Airport Servicing (Village of Pemberton) – 2011
  - Highway 101 Storm Drainage Improvements (MOTI) – 2011 to 2012
  - Trail Avenue Sanitary Trunk Main (District of Sechelt) – 2010
- Highway Design
  - Highway 101 Shoulder Widening (MOTI) – 2011 to 2012
  - Highway 101 Intersection Upgrades (MOTI) – 2010
  - McCallum Road Interchange (City of Abbotsford) – 2010
  - Highway 99 Roadside Barrier (Resort Municipality of Whistler) – 2010
  - Highway 1/Port Mann Bridge Design-Build – King Edward Overpass and Brunette Avenue Interchange (H5M and Peter Kiewit Sons Co.) – 2009
- Shoreline and Trail Improvements
  - Upper Columbia Trail (City of Rossland) - 2013
  - Bike/Walk Lane Construction (Sunshine Coast Regional District) – 2011 to date
  - Royston Waterfront Trail (Comox Valley Regional District) – 2012
  - Trail Standards Bylaw Update (District of Squamish) – 2012
- Municipal Consultant and Policy
  - Subdivision and Development Control Bylaws (District of Sparwood, District of Squamish) – 2013 to date
  - Reservoir Capacity Review for Snowmaking Purposes (City of Rossland) – 2013 to date
  - District Consultant (District of Sechelt) – 2009 to 2012

ISL Engineering and Land Services

Geoffrey Schulmeister, P.Eng.

Municipal Manager

Education/Qualifications

University of Calgary, 2003
- Graduate course work in Water Resources Engineering

University of Alberta, 2002
- Bachelor of Science in Civil Engineering (specializing in Water Resources and Environmental Engineering)

University of Calgary, 2011
- Certificate in Professional Management – P.E.G.G.

DHI Software, 2011
- Introduction to Integrated 1D and 2D River Flood Modelling

DHI Software, 2009
- Data Management and Modeling of Stormwater and Wastewater Collection Systems

Mount Royal College, 2007
- Certificate in Project Management

XP-Software , 2006
- Advanced Level 1-D/2-D Surface Flooding XP-SWMM Workshop

Employment History

- ISL Engineering and Land Services
  2010 to date
  Municipal Manager
- ISL Engineering and Land Services
  2003 to 2010
  Lead, Water Resources/Municipal Engineering

Affiliations and Activities

- The Association of Professional Engineers and Geoscientists of Alberta
- Association of Professional Engineers and Geoscientists of Saskatchewan
- Association of Professional Engineers and Geoscientists of British Columbia
- Western Canada Water
- Alberta Water and Wastewater Operators Association
- Western Canada Water Environment Association
- Canadian Water Resources Association
- Water Environment Federation
- American Society of Civil Engineers
- Environmental Water Resources Institute of ASCE

Publications

- Geoffrey B. Schulmeister, Colin Hansen, Barry Raynard. Anderson Road Sanitary Trunk Study – A Review of Sanitary Sewer System Capacity under Extreme Wet Weather Conditions. Proceedings of the 2010 Western Canada Water Conference in Calgary, Alberta
- Geoffrey B. Schulmeister – Sustainable Engineering Design Evaluation – Town of Disbury North Industrial Stormwater Wetland. Proceedings of WEFTEC 2012.

Career Highlights

As Municipal Manager for ISL in Calgary, Geoffrey is responsible for project management and coordination, as well as assessment and design of municipal and water resources projects, including stormwater management, wastewater collection, and water distribution systems. His duties include project planning, budgeting and staffing, business development, client liaison, proposal preparation, and overall management of municipal and water resources staff.

During his career with ISL Geoffrey has gained extensive experience with ISL's offices in Edmonton and Calgary in hydrologic and hydraulic modelling using a number of models including DHI MIKE URBAN, DHI MOUSE, XP-SWMM, and WaterCAD; preliminary and detailed design of municipal servicing infrastructure; tendering, construction inspection, and contract administration; and project management.

Relevant Experience

Since joining ISL in 2003, Geoffrey has participated in numerous projects:

- Stormwater Management and Storm Sewer Modeling/Analysis
  - North Industrial Stormwater Management (Town of Didsbury) – 2009 to 2012
  - TransCanada/Bowfort Road Interchange (City of Calgary) – 2007 to 2010
  - Ring Road Connectors (City of Calgary) – 2006 to 2009
  - Glenmore Causeway Upgrades (City of Calgary) – 2004 to 2008
  - Ray Gibbon Drive (City of St. Albert) – 2004 to 2007
  - Bow Trail SW (City of Calgary) – 2003 to 2007
  - Stormwater Master Plans for the Towns of Didsbury, Westlock, High River; Rocky View County, and Red Deer County – 2004 to 2012
  - Drainage Design and Planning – NW Anthony Henday Drive, Highway 2/Gaetz Avenue, Highway 3/Bow Island, Highway 60, Highway 53 (Alberta Transportation) – 2003 to 2013
- Sanitary Sewer Design and Modeling/Analysis
  - Nose Creek Sanitary Trunk Sewer (City of Calgary) – 2009 to 2011
  - NE Lagoon-Lift Station-Forcemain (Town of Didsbury) – 2008 to 2013
  - Sanitary Trunk Studies – Anderson Road, Glenmore, West Memorial Drive, Anderson-Midnapore, Inner-City/Glenmore (City of Calgary) – 2007 to 2013
  - Wastewater Collection System Master Plans for Grande Prairie, Didsbury, High River, Westlock, and Drayton Valley – 2003 to 2013
  - NE Sanitary Trunk Sewer (Town of Didsbury) – 2006 to 2007
- Water Distribution System Design and Modeling/Analysis
  - Water Distribution System Master Plans for Grande Prairie, Didsbury, High River, Westlock, and Drayton Valley – 2003 to 2013
  - Exshaw Water System (M.D. of Bighorn) – 2008 to 2011
  - 20 Street Watermain (Town of Didsbury) – 2006 to 2007
- Environmental Engineering
  - Wastewater Treatment Master Plan (Town of Didsbury) – 2008
  - Exshaw Lagoon Assessment (M.D. of Bighorn) – 2007 to 2013

ISL Engineering and Land Services

Jason Rusu, AScT

Intermediate Design Technologist

Education/Qualifications

SAIT Polytechnic, 2006
- Diploma in Civil Engineering Technology with Honours in Municipal Design

Global Innovative Campus, 2011
- Urban Drainage and Design Certificate

Durham Geo Slope Indicator, 2009
- Slope Indicator Training Certificate

City of Calgary, 2007
- Erosion and Sediment Control Certification

Alberta Transportation, 2006
- Bridge Inspection and Maintenance System (BIM), Class A Certified Bridge Inspector

Employment History

- ISL Engineering and Land Services
  2014 to date
  Intermediate Design Technologist
- Bow Valley Bridge Services Ltd.
  2008 to 2013
  Bridge Technologist
- Alberta Environment and Sustainable Resources Development
  2008 to 2012
  Infrastructure Technologist
- AMEC Infrastructure
  2006 to 2008
  Bridge Technologist

Affiliations and Activities

- The Association of Science and Engineering Technology Professionals of Alberta

Career Highlights

Jason is an Intermediate Design Technologist with over seven years of experience in civil engineering. He specializes in bridge crossing design, construction supervision and inspection. He also has experience in provincial infrastructure maintenance and dam safety.

Jason's role, in the West Kootenay office, is multi-faceted and includes computer-aided design and drafting, site and topographic survey, construction layout, construction inspections and contract administration.

Relevant Experience

Since joining ISL in 2014, Jason's project experience has included:

- Miscellaneous Works
  - Beach Ave Bike/Walk Path (Sunshine Coast Regional District) – 2014
  - Star Gulch Dam Safety Review (City of Rossland) – 2014
  - Red Mountain Hotel (William Cole Hotel) – 2014
  - Subdivision and Servicing Bylaw (City of Rossland) – 2014

Prior to joining ISL, Jason's project experience included:

- Watercourse Crossings
  - Bridge File 1980 Deck Rehabilitation – Hwy 27 over Little Red Deer River (Government of Alberta) – 2011
  - Bridge File 72834 Replacement – Coal Creek Crossing (Newell County/Department of Fisheries and Oceans) – 2007
  - Bridge File 74480 Replacement – Local Road over Riley Creek (MD of Ranchlands/Government of Alberta) – 2006 to 2008
- Intersection Grade Separations
  - Two-Span Welded Steel Girder Bridge Construction – Hwy 9 over Trans-Canada Highway (Government of Alberta) – 2008
  - Two-Span NU Girder Bridge Construction – Sarcee Trail over Stoney Trail (Government of Alberta) – 2006 to 2007
  - Two-Span NU Girder Bridge Construction – Shaganappi Trail over Stoney Trail (Government of Alberta) – 2006
- Dam Safety Reviews (DSR) / Rehabilitation
  - Twin Valley Dam DSR (Alberta Environment) – 2012
  - Pine Coulee Dam DSR (Alberta Environment) – 2011
  - Carolside Dam DSR (Alberta Environment) – 2009 to 2012
  - Loyallist Dam DSR (Alberta Environment) – 2009
  - Travers Dam DSR (Alberta Environment) – 2008 to 2012
- Bridge, Water Infrastructure and Earthfill Dam Inspection/Maintenance
  - Southern Alberta Region Level 1 Bridge Inspection Contract (Alberta Transportation) – 2006 to 2013
  - Inspection and Maintenance of Alberta Government Owned Dams (Alberta Environment) – 2008 to 2012
- Miscellaneous Municipal/Provincial Government Works
  - Deadfish Pumphouse Motor and Pump Rehabilitation Program (Alberta Environment) – 2009 to 2012
  - Fort McMurray Forest Fire Suppression Airbase Rehabilitation and Retrofit (Alberta Sustainable Resources and Development) – 2007
  - Comprehensive Bridge Inventory and Replacement/Maintenance Ranking (County of Newell/Alberta Transportation) – 2006 to 2007
  - Intersection Upgrades – Hwy 688 and Range Road 205A (Alberta Transportation) – 2006

ISL Engineering and Land Services

Abhishek Garg, M.Sc., P.Eng., MCP

Power and Automation Lead

Education/Qualifications

University of Manitoba, 2004
- Master of Science in Industrial Engineering

Punjab Technical University (India), 1998
- Bachelor of Engineering, Electrical Engineering

Employment History

- ISL Engineering and Land Services
  2010 to date
  Illumination, Power and Automation Lead
- Tritech Group Ltd., Langley, BC
  2007 to 2010
  Project Manager
- MPC Consulting Ltd., Sidney, BC
  2006 to 2007
  Consulting Electrical Engineer
- Phillips and Brown Engineering Inc., Nanaimo
  2005 to 2006
  Design Engineer
- Monarch Industries Ltd., Winnipeg
  2001 to 2005
  Special Projects Engineer

Affiliations and Activities

- The Association of Professional Engineers and Geoscientists of Alberta
- Association of Professional Engineers and Geoscientists of British Columbia
- International Society of Automation

Career Highlights

Abhishek is a senior project manager and designer with over 13 years of experience in consulting, fabrication and construction, and manufacturing sectors. Abhishek leads ISL's Power and Automation group, and is responsible for project management, design and construction administration in key electrical services for municipal infrastructure, transportation systems, land development and buildings projects. He has successfully completed a diverse portfolio of consulting engineering projects. Given his construction management experience, he is very practical in his design approach and stays focused on design constructability.

Abhishek's experience includes site and area services, building services, power distribution, controls and instrumentation, automation and SCADA systems, process and motor controls, systems integration, cost estimation, tendering, construction supervision and management.

Relevant Experience

Since joining ISL in 2010, Abhishek has led electrical design and engineering on various projects including:

- Meander River Water Treatment Plant (Dene Tha' First Nations) – 2013 to date
- Area 4 Stormwater Lift Station (City of Pitt Meadows) – 2013 to date
- Drayton Valley Water Treatment Plant Systems Integration (Town of Drayton Valley) – 2013 to date
- Peace River Correctional Center Water and Wastewater Treatment Plants Upgrades (Alberta Infrastructure) – 2012 to date
- Armena and Duhamel Regional Water and Wastewater Systems (Camrose County) – 2012 to date
- John D'or Water Treatment Plant (Little Red River Cree Nation) – 2012 to date
- Regional Wastewater Collection System SCADA Upgrades (Alberta Capital Region Wastewater Commission) – 2011 to 2013
- Regional SCADA System for 10 Municipalities (Flagstaff Intermunicipal Partnership) – 2011 to 2013
- McKechnie Drainage Improvements (City of Pitt Meadows) – 2011 to 2013
- Elk Point Regional Water System (Elk Point / St Paul Regional Water Commission) – 2011 to 2013
- PRV System Upgrades (City of Surrey) – 2010 to 2012
- Exshaw Water Treatment Plant (MD of Bighorn) – 2010 to 2012

Appendix B

Monitario Technical Services Inc.

MONITARIO Technical Service INC.

10 Alpine Court, R.R.#4, Cambridge, ON N1R 5S5
(519)7488024 fax (519)740-1610
randy@monitario.com
www.monitario.com

MONITARIO PRIMARY DEVICES

Flume and weir design and fabrication, along with installation and certifying accuracy have been the mainstay of Monitario for over 25 years. From the first primary devices built for ICI Industries and fulfilling their MISA mandate to the high accuracy demands of custody transfer billing stations, Monitario has completed all undertakings with an *object* of *accuracy*.

FLUME FABRICATION – WHY STAINLESS STEEL?

Stainless steel has numerous advantages when used to construct primary elements to meter open channel flow. Water types ranging from landfill leachate, raw sewage to polished effluent are all compatible with stainless steel and, unlike reinforced polyester fiber RPF or other organic compounds, stainless steel will not breakdown under ultra violet rays.



STAINLESS STEEL IS THIN - BUT STRONG

16 gauge or 14 gauge is ample to bear the deflective pressures necessary for a primary element to control flow, as is its function. All primary elements restrict flow and in doing so need to keep their designed dimensions to maintain their expected accuracy. Organic compound flumes (especially Parshall flumes) usually require backfilling with concrete. They are not built to hold their shape under channel flow conditions. Any distortion will induce error. Wet concrete exerts an extreme pressure and that pressure will distort forming. Using a RPF flume as a form requires meticulous stiffening in the control sections of the flume and this includes the floor of the flume. If that is not done properly and accurately then the accuracy of the flume and the requirement of the installation become lost.

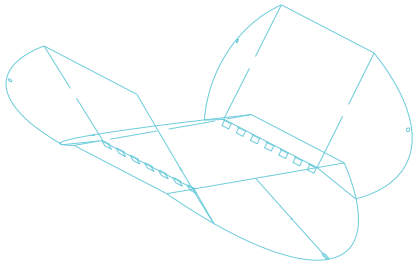
- Thin material does not throw out other dimensions
- Thin material ads strength when shaped to designed profiles

- Thinner material is readily available and this keeps costs down.

If one were to give some serious thought to the application of a flexible plastic component and all the cost of the required meticulous preparation for the setting of these devices and compare that with the cost of a, self-supporting, stainless steel flume installation, then the plastic flume industry would collapse

Introduction of the Critical Depth Flume

During the 1930's two fellows by the name of Palmer and Bowlus continued with work, on flumes, that could be easily built and installed in existing sewers. The flume had to pass debris, be easily fabricated from local materials and have the least restriction toward the sewers design capacity.



The work was shelved for 20 years and picked up again by two fellows by the names of Wells and Gotaas. Wells and Gotaas developed criteria for the flume based on empirical testing. Slope limits and affect, along with control section geometry, length and convergence ramps were all determined.

The testing was done on numerous shapes and dimensions of control sections. Various ramp angles into the control sections and out of the control section were tested and it was found that the critical depth flume will return a predictable flow rate, directly related to upstream head, when flow conditions are laminar and sub-critical on approach. The calculated wetted area is directly proportional to the upstream depth and the sub-critical transition to super critical velocity is directly proportional to depth. Thus the flow rate "Q" = wetted area as derived from depth X velocity as derived from depth.

This is the simplified history of the development of the critical depth flume. It was then left by others to design and supply a process best suitable to the user.

MONITARIO Technical Services INC has accomplished that process without losing focus of ***object accuracy.***

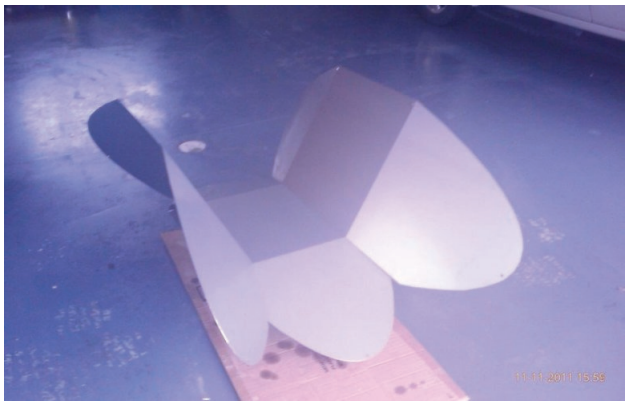


Figure 1: 900 mm PB flume assembled. This special design required higher accuracy at low flows therefore the base slab starts at 300mm not 450mm standard. Accuracy is better at lower flows and range remains the same as the original

Site Specified Flumes

During the 25 years, of building flumes, Monitario has made use of the latest techniques in fabrication. Today's techniques utilize Computer Assisted Design and Computer Assisted Manufacturing 'CADCAM'. Dxf cad files are sent directly to a laser bed for cutting components to within 0.002 inch accuracy. CNC breaks then mold components to within 0.5 degrees of design. Once cut and formed components are ready to be placed and installed. The strength to thickness ratio assists in all aspects of these processes.

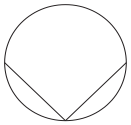
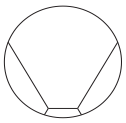
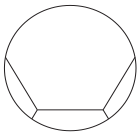
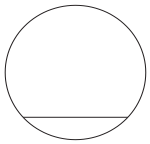
From the site specified requirements Monitario addresses all issues and then, without compromising accuracy, determines if a site can support the demands of the client. Range, overall and specified accuracy limits, along with solids handling and head loss are all taken into consideration in the design. The design then must also consider installation methods, assembly methods, and safety of both. On the fly installs have been done under flow rates of up to 80,000 M3/day without compromising safety.

Monitario practices zero risk and designs flumes so the client can do the same.

Flume adjustments can be made directly to the cad drawing. These include but are not limited to:

- Metering range
- Metering accuracy
- Dissipation of turbulence
- "on the fly" installation requirements.
- Debris clearing
- Requirements of installation
- Sewer sizes
- Sewer shapes
- Requirements of cold work assembly
- Ease of replacement or removal

The Best Flume For the Job

Flume Name and Description	Control Section View	Feature Benefits	Feature Limits
"V" Critical Depth flume		• No debris buildup • Extreme low flow capability • Backing up flow allows better resolution with long read waits • Turn down 50:1	• Limited slope • Limited low flow pooling • Limited high flow capacity
Trapezoidal Critical Depth Flume		• Stabilized debris limit • Good low and high flow capacity • Low restriction • Turn down 40:1	• Sewer slope should be <1% •
Standard Palmer-Bowlus Critical Depth Flume		• Recognized as the industry standard • Turn down 30:1 • Most empirically tested • Slopes upto 2% can be measured	• Greater water pooling
The "Slab" Critical Depth Flume		• High volume capacity • Slopes up to 2% can be measured • Quick and easy to install • Very cost effective • Highest coefficient	• Most taxing on accuracy of sensing device

Monitario's flumes can be pulled and replaced with a different dimension of flume to better suit changing conditions in flow or higher infiltration and inflow as the sewer reaches its life expectancy.

Flumes in Trouble

Installations of flumes and weirs have occasionally been undersized or miss-applied to the application based on a poor understanding of the importance accuracy in metering or of the function of the primary element. Approach turbulence, high velocity, rag fouling, flooded discharges, and side weighted imbalance has been corrected at numerous metering sites with the degree of accuracy and specified range, clearly determined. ***MONITARIO Technical Services INC*** either modifies the approach channel or the flume or both in order to make the metering station accurate. If the primary device is not operating properly, then no instrument can make it better.

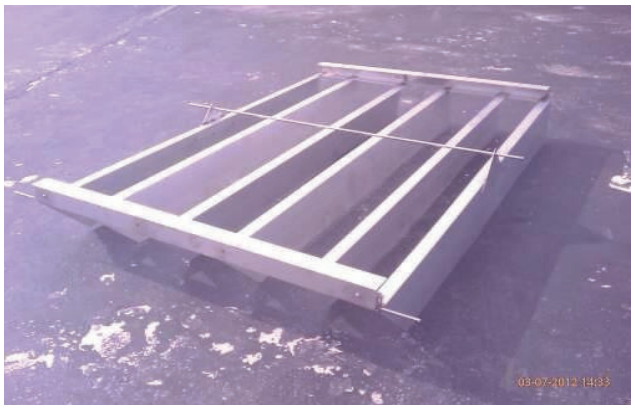


Figure 2: Channel flow straightener for a 4 foot Parshall flume prone to vertical bounce caused by an inverted siphon too close to the flume. Seen here is the straightener out of the channel and without the float plate. The device rests on the bottom of the channel under low flow and is tethered using chains at the leading edge closest. When rags hang on the 45 degree edges of the vertical walls the device begins to flood the upstream channel which causes the upstream edge of the device to float off the bottom. The rags then slide down the sloped vertical edges and fall under the floating unit and carry on through the channel and flume. When the rag obstruction is clear then the unit settles to the bottom of the channel. Simply put, swelling turbulence is suppressed by the float platform (not installed here), cannot transfer to a perpendicular vector and is pushed toward the flume exiting laminar into the channel and better suited to be controlled by the flume. The water surface is smooth, the head measuring device is responsive and the current is not erratic. The metering station is operating closer to that which was intended. ***Object Accuracy.***

Randy McLean CET

MONITARIO Technical Service INC.
10 Alpine Court, R.R.#4, Cambridge, ON N1R 5S5
(519) 748-8024 fax (519)740-1610
randy@monitario.com
www.monitario.com

MONITARIO Technical Service INC.

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randy@monitario.com
www.monitario.com

Monitario's activities specialize in all aspects of flow measurement. Some basic but essential rules must be followed and checked before flow metering elements may be applied. These conditions have been expounded upon, both with major consideration and minor in every project undertaken.

Monitario will not leave the client hanging. When a flow metering system is viewed for the first time and found to exhibit interfering characteristics specific to the site, which cannot be removed in the calibration cycle or with modification of the secondary device to augment the limitation of the primary device then the calibration may be interrupted. However this does not stop Monitario's activities. These are merely changed to one of system evaluation. This gives the client options, which will enlighten them of where they stand with their reporting data and what the next best step may be.

Monitario design's, installs, calibrates, up-sizes, downsizes, retrofits, certifies, and fully appraises flow measurement instrumentation and systems. Monitario has been doing this since 1988. Prior to that Monitario's principle, Randy McLean was Instrumentation and Control Specialist with the Ministry of the Environment. I have assisted in many projects throughout North America. Monitario has supplied, specialized open channel metering systems for numerous municipalities throughout Ontario; from Ottawa to Windsor, and Port Colbourne to Marathon. All meters are treated, as some are required, with stringent accuracy. Monitario calibrates and guarantees accuracy on all sites and refuses to install a system that will not be accurate to within +-7% of actual flow over the design range of the primary device.

Existing and new sites have been calibrated to the satisfaction of the Municipal Strategy for Abatement (MISA) and to that of billing clientele. Transfer custody sites are very stringent. Not only is accuracy a concern during the design stage but also site maintenance and, as most sites deal in wastewater, all features of the specific waste are considered.

As a commentary to my self I have authored papers and been asked to speak on the subject of open channel flow measurement at numerous trade shows and seminars. I have assisted and commented to OEM's on the design and features of their open-channel flow measurement devices before going into production and am referred to clients and users by OEM's for further assistance in design of open channel flow metering projects.

Randy McLean CET, is Monitario. Since it began in 1988 ingenuity has been my reliable mainstay.

- 1977 graduated from Connestoga College 3 year program Air and Water Resources Technology

- 1977-1980 Operator/Technician MOE at the Kitchener WPCP
- 1980-1984 Research and Technical Advisory at the Wastewater Treatment Section of the Pollution Control Planning Branch of the MOE
    - enhance treatment in the trouble shooting operation of over 50 WPCP in Ontario
    - Designed and operated research projects at the MOE/Brampton OEF.
- 1984-1987 Urban Drainage Specialist MOE/Water Resources Branch
    - Designed and implemented remedial action plans pertaining to sampling and flow monitoring at St. Catharines, Collingwood, Toronto and Peterborough.
    - Designed and fabricated special equipment and electronics to facilitate event driven sampling and monitoring.
    - Assisted in the technical merit behind flow meter calibrations under the MISA program.
- 1987-1988 Instrumentation and Control Specialist MOE/Pollution Control Planning – Capital Works Branch
    - Calibration of numerous flow meters at Water and Wastewater treatment plants throughout the province.
- 1988-present Sole proprietor of Monitario Technical Services INC.
- 1996-Techniques in Instrumentation Calibration – Fluke
- 2009-Open Channel Monitoring III Training – Siemens Canada Ultrasonic Level
- Membership – Ontario Association of Certified Engineering Technicians and Technologist – 32 years Civil Engineering Technologist.
- Membership – ISA Instrumentation, SCADA and Automation

Clients and Projects

The following list are some of the clients I have worked for and services delivered. The installations have met the requirements of either the MOE or the Sewer Use/Bylaw Enforcement Officer. The future calibrations of the secondary devices are considered in the design of these installations whether done by myself or others. Ease of calibrations and proof of accuracy of these devices is absolutely necessary in all designs.

All clientele listed below are on routine call back for calibrations, inspections and documenting.

- City of Guelph – Cedar Glen Water collection method to meter collection as each manhole was developed for staff.

- Town of Rockwood – Sewage billing meter transfer site, design, configure and calibrate.

- Krupp Fabco – Design, fabrication and installation of 2 sewer flow meters to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.

- Calibrating all the billing and C of A meters for the Regional Municipality of Niagara's Wastewater Treatment and collection system, semi-annually since 1998. This includes recommendations and implementing those to enhance the accuracy and range of stations under stress. Primary element fundamentals and their requirements are practiced and appreciated.

- Calibrating all the billing and C of A meters for the City of Sarnia's Wastewater Treatment and collection system, annually since 1989

- Town of Leamington – Total town raw sewage flow meter design, fabricate and install to meet billing requirement. Accuracy to +-5% over range.

- Town of Leamington – design installation of total plant bypass flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range.

- Labatts Breweries – Total sewage flow meter modification of flume and approach.

- Region of Durham – Corbett Creek WPCP total plant flow meter design, fabricate, install, configure to an accuracy of +-5%.

- Dundas WPCP – Calibration and enhancement of primary device and components. Poor original installations ignored requirements of the primary devices.

- Waterdown WPCP - Calibration and enhancement of primary device and components. Poor original installations ignored requirements of the primary devices.

- Procter and Gamble - Design, fabrication and installation of 2 sewer flow meters to meet bylaw metering requirements and reverse billing. Accuracy to +-7 over range. Payback was less than 1 week.

- J. M. Schnieder Ltd.- Kitchener - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range. 1999-present annual certification

- J. M. Schnieder Ltd.- Ayr - design, fabrication and installation of 1sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.

- J. M. Schnieder Ltd.-Brampton - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range. 2001-present

- Cott Beverages Ltd. –Mississauga- design, fabrication and installation of 2 sewer flow meters to meet bylaw metering requirements and reverse billing. Accuracy to +-5 over range. 1999-present annual certification
- Maple Leaf Pork – Burlington - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.
- Stelco Steel – Hamilton - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.
- Stelwire – Hamilton - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.
- Port Colbourne WPCP Total town raw sewage flow meter design, fabricate and install to meet billing requirement. Accuracy to +-5% over range.
- Algoma Steel – Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range.
- Terra International – Courtright - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range.
- Terra International – Courtright – Drainage ditch flow meter design, oversee fabrication/installation and configure calibrate MOE C of A requirement.
- Dupont – Whitby Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range.
- Unimin Mines – Badgeley Island - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range.
- Krupp Fabco (Budd Automotive) – Kitchener - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.
- Maple Leaf Poultry – Brantford - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.

- Townsend Lagoons -Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range.

- Atlas Steel – Welland - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range.

- St. Catharines WPCP –Port Dalhousie - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements and billing requirement. Accuracy to +-5% over range. 1996-present semi-annual certification

- St. Catharines WPCP – Port Weller – Secondary bypass design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range. 2007-present annual certification

- Grimsby Pumping Station bypass design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range. 1988-present annual certification

- Grimsby; Baker Road design fabricate and install raw, final, and bypass channel straightener/laminators to bring all flumes into engineered requirements. MOE C of A and billing requirement. Accuracy in repeatability improved 300% 2012

- Molinaro Foods – Toronto - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.

- Super Pufft Foods – Mississauga - design, fabrication and installation of 2 sewer flow meters to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range.

- LaFarge – Bath - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range. 1998-present annual certification

- St. Marys Cement – Bowmanville - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range. 1995-present annual certification

- Italcementa – Picton - Total Effluent design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range. 1989-2004-present

- Celanese (Kosa) – Bath - Total Effluent design, fabrication and installation of 3 flow meters to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range. 1997
- Dupont – Maitland – Numerous designs and calibrations of multiple streams to meet MISA requirements. 1990
- Ottawa Fibre –Ottawa- design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-7% over range. 1997
- Unimin – Blue Mountain - Total Effluent design, fabrication and installation of 2 flow meters to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range. 1995
- General Motors – St. Catharines - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range. 1997-present annual certification
- St. Goban – Plattsville - design, fabrication and installation of 1 sewer flow meter to meet bylaw metering requirements and reverse billing. Accuracy to +-5% over range. 1997-present annual certification
- Niagara-On-The-Lake Total Effluent design, fabrication and installation of 2 flow meters to meet MOE Certificate of Approval requirements. Accuracy to +-5% over range. 2001-present semi-annual certification
- Region of Niagara – Niagara Falls – Davenport Rd. Collection bypass to hydro bypass design, fabrication and installation of 1 flow meter to meet MOE Certificate of Approval requirements. Accuracy to +-7% over range. 1995-present annual certification
- Region of Peel – Sewer meter calibrations and rating curves for 15 permanent site in Mississauga and Brampton. 2001
- Thorold Townline - billing meter – design, supply and oversee new install of metering system. 2008-present semi-annual calibration
- Tecumseh 2007- billing meter – design, supply and oversee new install of metering system.
- Tecumseh 2010- billing meter – design, supply and oversee new install of metering system.
- Tecumseh 2011 – billing meter - design, supply and oversee new install of metering system.

- Vaughn Pumping Station – install and operation volumetric flow meter for station capacity verification. 2009
- Simcoe Pumping Station – assess low velocity magnetic flow meter accuracy using volumetric calibration of wet well. 2004
- Delhi Pumping Station – assess flow volumes through the pumping station using volumetric measurement technique. 2005
- Region of Niagara – Design/retrofit, fabricate, install, configure to +-5% accuracy a total plant bypass meter at the Port Weller WPCP 2007-present semi-annual certification
- Region of Halton – Skyway plant expansion evaluation and retrofit modifications to the 5 Parshall flumes required to meet C of A's +-5% accuracy. 2006
- 2011 Woodward Ave WPCP Evaluation of all plant flow meters and advise on best practice to achieve improved accuracy.

Monitario has designed, fabricated, installed, certified and/or calibrated Sewer flow meters at Woodward Ave. WPCP, Stelco, Stelwire, Dofasco, Procter and Gamble, St. Josephs Hospital, Dundas WPCP, Waterdown WPCP and Taro Landfill, to name some in the Municipality. Wet calibrations specific to sewer flow monitors have been done in the Region of Peel, Region of Halton, Region of Niagara, Region of Sudbury, Region of Middlesex, the Region of Waterloo and hundreds of industries throughout Ontario. All applications whether it be full design and installation or certification of accuracy are done to the satisfaction of the client, the municipality, MOE, Ministry of Fisheries, Wildlife and Game, conservation authourities and/or MNR.

Experience Related to the Proposal

Flow measurement and sampling programs have been designed and implemented by the author for numerous studies over the past 20 years through either Monitario or with the MOE. These include:

1. The St. Catharines Remedial Action Plan to identify major sources polluting the beeches along the Lake Ontario shoreline.
2. The Collingwood Remedial Action Plan to identify and make recommendations to reduce both point and non-point sources of water pollution.
3. Canadian National Railway - Belleville study to identify and prioritize sources and degrees of oil and fuel from yard runoff, spills and general seepage from past activity.

i. Design and fabrication of passive 'first flush/balance composite' samplers.

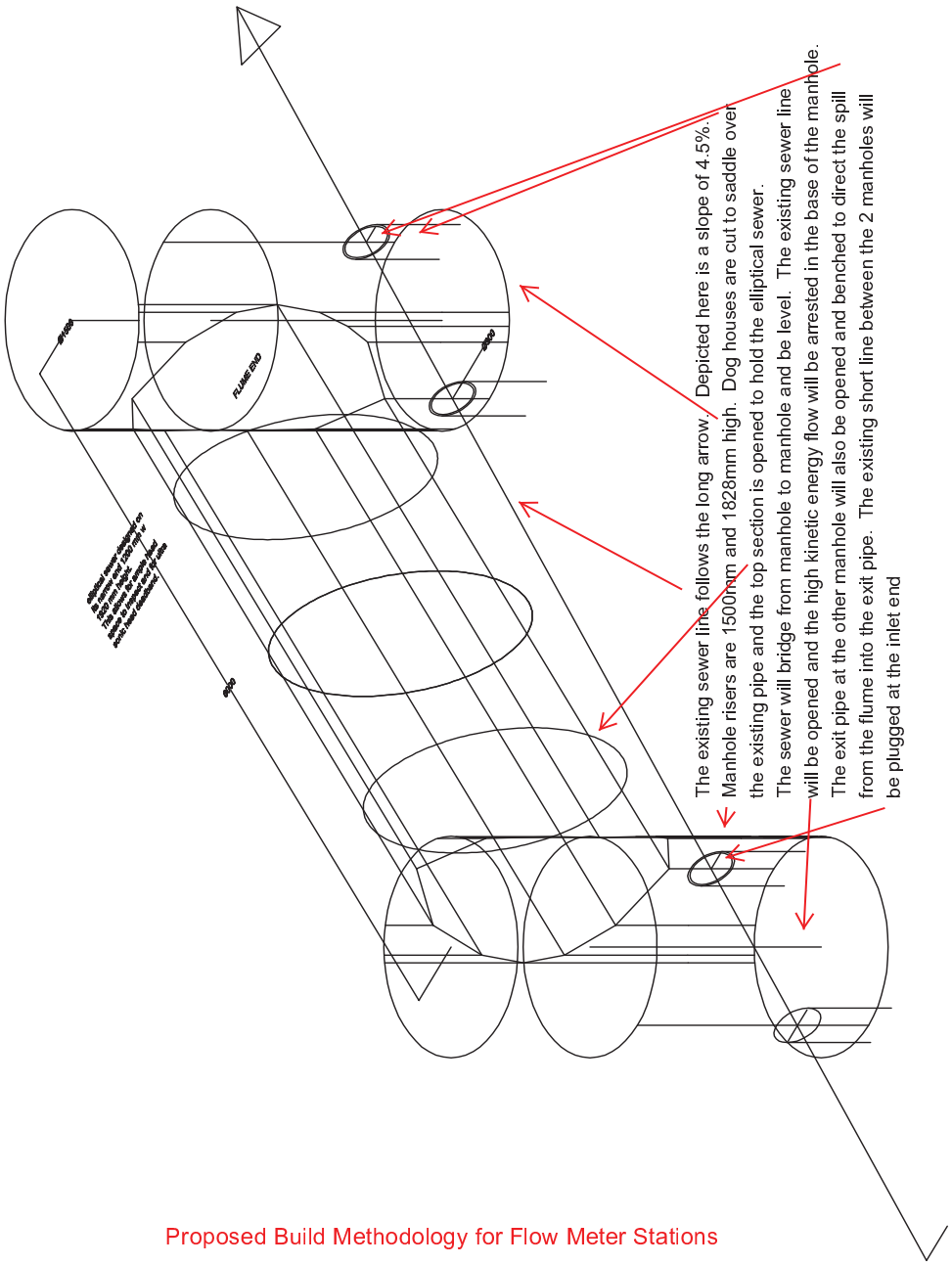
4. Design and implementation of continuous flow metering stations using battery/solar power. Still operational after 17 years.
5. Design and implementation of creek flow monitoring station North London. Solar power and completely concealed from view.
6. Evaluation and calibration of the flow meters at the Oakville SW plant, the Petro Canada refinery at Bronte, and the Burlington 'Skyway' WPCP.
7. Design and installation of solar powered sewer depth monitoring stations at Stoney Creek and transmitting up to 3.5 km through dedicated phone lines.
8. Numerous wet calibrations and staging at industrial discharge/drainage ditches using ISO 748 or 555 throughout Ontario.

Monitario has installed flow meters at the Maple Leaf Pork Plant in Burlington and Dare Foods in Milton. Monitario has installed bypass meters at the Oakville SW plant, and the Milton WPCP as well as enhanced the accuracy of the internal meters at the Acton WPCP. Monitario has developed a dye trace injection system for the Region of Halton and with their assistance calibrated sewer flow monitoring stations through out south west Oakville.

Other related experience include:

- Determining the Power Factor PF percentage of the loads at the Ingersol WPCP.

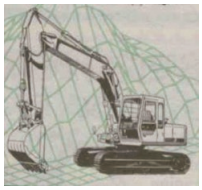
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randy@monitario.com
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Proposed Build Methodology for Flow Meter Stations

Appendix C
Civil-Tech Services Ltd.

CIVIL-TECH SERVICES LTD.
PO Box 3126
Castlegar, BC V1N 3H4
Tel: 250.365.2005
Fax: 250.365.3005
E-mail: civil-tech@telus.net
Yard: 2222 6th Ave., Castlegar



CORPORATE PROFILE

Civil-Tech Services Ltd. is a diversified Heavy Civil Contractor primarily serving the West Kootenay region of British Columbia since 1992. We provide a broad range of services including all aspects of municipal works and civil installations. Our expertise also includes land clearing, earth and rock excavation, road construction, sewer and water infrastructure, demolition, concrete works, retaining structures and more.

Our business has built a solid reputation as honest, reliable and provides the highest value at the lowest cost. In 22 years, Civil-Tech is proud of never encountering a call back on a project or any warranty issues. Our company philosophy is to ensure we deliver quality projects on time and on budget. All projects are managed in a professional manner from the planning, execution and completion of the job.

OUR PEOPLE

Wayne Laktin our company President, graduated from the BC Institute of Technology, Civil and Structural Engineering Technology Program in 1984. Wayne brings 30 years of estimating, project management and business development expertise to our operations.

Civil-Tech Services takes great pride in our quality of workmanship producing client satisfaction as a result of employing highly skilled supervisors, equipment operators, pipelayers and skilled labourers. Many of our key employees have over 20 years' experience in the earthworks industry ensuring our clients benefit from their combined experience and knowledge with our prime objective to deliver professional craftsmanship.

OUR FLEET

Civil-Tech Services maintains an extensive and well serviced fleet to ensure that we can meet all our customers' needs. We employ a highly skilled mechanic to prevent breakdowns and to efficiency solve any equipment problem.

Our Fleet consists of the following:

- Excavators
- Track Dozers
- Loaders
- Compactors
- Dump Trucks
- Highway Tractors & Trailers
- Pick-up Trucks
- Service Trucks
- Extensive attachments and support equipment

CLIENTS & PROJECTS

Civil-Tech Services' client base includes local municipalities, regional districts, government agencies, commercial clients and private developers.

- **City of Castlegar 3rd Avenue Upgrade - 2013**
  - Project Value: $350,000
- **Salmo Seniors' Housing Site Services - 2013**
  - Project Value:$175,000
- **City of Castlegar Boulevard Construction – 2013**
  - Project Value: $150,000
- **Coleman St. Reservoir Site Development – 2011-2012**
  - Project Value: $700,000
- **RDCK – Ootischenia Landfill Entrance Area Upgrades - 2012**
  - Project Value: $300,000
- **City of Trail Bank Washout Utility Repair - 2012**
  - Project Value: $350,000
- **City of Castlegar 3rd Avenue Upgrade - 2011**
  - Project Value: $350,000
- **City of Castlegar Road and Sidewalk Improvements – 2009-2010**
  - Project Value: $375,000
- **Village of Montrose Water Transmission Main Replacement – 2008**
  - Project Value - $500,000
- **Fruitvale Seniors' Housing Development - 2008**
  - Project Value - $800,000
- **Bulmer Pointe Development-Argenta - 2007**
  - Project Value - $1,800,000
- **88 Creekside Site Development – 2005-2006**
  - Project Value - $1,200,000
- **Rossland Courthouse Civil Improvements – 2006-2007**
  - Project Value - $300,000
- **City of Castlegar 14th Avenue Upgrade & Underground Work - 2005**
  - Project Value - $500,000
- **Ritchie Road Subdivision - 2005**
  - Project Value - $600,000

Civil-Tech Services greatly appreciates the respect of our network of clients, technical professionals and engineers we work with in our West Kootenay communities for providing a well-executed project in a professional manner. It is our intention to continue to provide the standard of excellence in our work that we have built our reputation on.

Regional District of Kootenay Boundary

STAFF REPORT

DATE:	**June 18, 2014**	**FILE:**
TO:	**Chair McGregor & Board of Directors,**	
FROM:	**Beth Burget, General Manager of Finance**	
RE:	**2013 Statement of Financial Information (SOFI)**	

Issue Introduction
The attached Statement of Financial Information for the Year Ended December 31, 2013 was prepared to comply with the Financial Information Act. Approval of the report is required prior to filing with the Ministry of Community, Sport and Cultural Development and release to the public.

History/Background Factors
Annual reporting on Regional District finances is required by Section 814.1 of the Local Government Act. The Statement of Financial Information contains the 2013 Annual Financial Statements and Auditors' report dated May 28, 2014.

The 2013 Audited Financial Statements received Board approval at the May 28, 2014 Regular Meeting.

Alternatives
None.

Implications (Financial Policy/Practice, Interdepartmental or Intergovernmental)
Required for compliance with legislation. The Financial Information Act prescribes a fee of $5.00 for a copy of the SOFI by a requester. The fee may be waived at the Board's option.

Advancement of Strategic Planning Goals
Supports all Primary Goals and meets the objective of being financially responsible.

Alternatives
1. Receipt.
2. Receipt and approve.

Recommendations:

1. **That the Board receive and approve the SOFI Schedules for the Year Ended December 31, 2013**
2. **That the Board make the SOFI Schedules available to the public by providing copies on request and by making the reports available on the Regional District's web site.**
3. **That the Board waive the $5.00 fee for the SOFI Schedules as prescribed by the Financial Information Act.**

Respectfully submitted:

Beth Burget
General Manager of Finance

Regional District of Kootenay Boundary

THE REGIONAL DISTRICT

OF

KOOTENAY BOUNDARY

STATEMENT OF FINANCIAL INFORMATION

FOR THE YEAR ENDED

DECEMBER 31, 2013

The Schedules and Statements contained herein have been prepared and assembled in compliance with the Financial Information Act.

CONTENTS:

- **Certification**
- **Schedule of Debt**
- **Schedule of Guarantees and Indemnities**
- **Schedule of Good & Services**
- **Schedule of Elected Official Remuneration & Indemnification**
- **Schedule of Employee Compensation & Indemnification**
- **Schedule of Severance Agreements Paid**
- **Auditors' Report dated May 28, 2014**
- **Financial Statements for the Fiscal Year ending December 31, 2013**

CERTIFICATION

The following schedules of Debt, Guarantees and Indemnities, Remuneration and payments to suppliers for goods and services have been prepared by the staff of the Regional District of Kootenay Boundary from the accounting records of the District in compliance with the requirements of the Financial Information Act its associated regulations and directives.

These schedules have been reviewed and approved by the Board of Directors of the Regional District of Kootenay Boundary.

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act.*

Grace McGregor, Chair Board of Directors RDKB	Beth Burget, CPA, CGA General Manager of Finance RDKB

SCHEDULE OF DEBT
FOR THE YEAR ENDING DECEMBER 31, 2013

The schedule of debt obligations of the Regional District of Kootenay Boundary is presented in the 2013 Annual Financial Statements as Schedule 5. The 2013 Annual Financial Statements are included in and comprise a component of the Statement of Financial Information.

The schedule of debt obligations contains debentures issued on behalf of municipalities throughout the Regional District. The listed municipalities and Regional District of Kootenay Boundary are severely liable for the debentures issued on behalf of the municipalities; however, the Regional District of Kootenay Boundary is ultimately jointly liable for the debenture issues.

_____

Beth Burget, CPA, CGA
General Manager of Finance
Regional District of Kootenay Boundary

SCHEDULE OF GUARANTEES AND INDEMNITIES
FOR THE YEAR ENDING DECEMBER 31, 2013

The Regional District of Kootenay Boundary has not extended any guarantees nor extended any security either implied or stated for any liability except for debentures issued as presented in the schedule of debts. Municipalities within the Regional District of Kootenay Boundary are severely liable for debentures issued on their behalf through the Regional District; however, the Regional District of Kootenay Boundary is ultimately jointly liable for these issues.

Beth Burget, CPA, CGA
General Manager of Finance
Regional District of Kootenay Boundary

SCHEDULE OF GOODS AND SERVICES
FOR THE YEAR ENDING DECEMBER 31, 2013

The schedule of amounts paid to suppliers of goods and services is presented on a cash basis. This schedule may not reconcile to the financial statements of the Regional District of Kootenay Boundary which are produced using accrual accounting.

This schedule lists amounts of $ 25,000.00 or more paid to suppliers of goods and services as well as grants and expenditures relating to debt servicing during 2013.

Beth Burget, CPA, CGA
General Manager of Finance
Regional District of Kootenay Boundary

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
YTD Paid Report

AP5070 Page : 1
Date : May 23, 2014 Time : 1:51 pm

Supplier Code From : 084010
To : ZUC010

Categories From : E - Employee
To : U - Unknown

Sequence : By Code **Date Range From :** 01-Jan-2013
To : 31-Dec-2013

Suppress Printing for $ Under 25,000.00

Supplier Code	Name	Total
ALP030	ALPINE DISPOSAL & RECYCLING	920,829.11
AON002	AON REED STENHOUSE INC.	121,275.00
BAG020	BAGG KEVIN	25,981.00
BCT030	BC TRANSIT	1,203,553.39
BEA130	BEAVER VALLEY LIBRARY	172,388.00
BIG030	BIG WHITE WATER UTILITY LTD.	88,870.12
BIG060	BIG WHITE SKI RESORT LTD.	50,972.07
BLA050	BLACK PRESS GROUP LTD.	25,066.64
BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	41,648.12
BRI090	BRITISH COLUMBIA LIFE & CASUALTY COMPANY	110,677.43
BVC001	BV COMMUNICATIONS LTD.	50,257.04
CAM070	CAM CAMPBELL HOLDINGS	124,908.11
CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 2254	50,953.14
CAS016	CASCADES RECOVERY INC.	44,474.32
CAS240	CASCADE PRO ELECTRIC INC.	26,169.01
CHR002	CHRISTINA LAKE STEWARDSHIP SOCIETY	26,200.00
CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	32,589.58
CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSOCIATION	57,675.00
CIB010	CIBC VISA	206,866.81
CIM010	CIMCO REFRIGERATION	25,609.01
COL006	COLUMBIA BASIN TRUST	25,000.00
COM060	COMPLETE CLIMATE CONTROL INC.	107,008.37
COM170	COMMUNITY FUTURES BOUNDARY	48,567.49
COR100	CORDILLERAN ECOLOGICAL	79,885.40
DAV130	DAVE MITCHELL AND ASSOCIATES LTD.	35,136.07
DEL070	DELL CANADA INC	59,494.58
DGR020	D. G. REGAN & ASSOCIATES LTD.	93,729.57
DHC010	DHC COMMUNICATIONS INC.	82,657.22
EBA030	EBA ENGINEERING CONSULTANTS LTD.	60,320.10
ECO080	ECO/LOGIC ENVIRONMENTAL	39,753.29
ENO010	ENORMOUS PRODUCTIONS	111,925.39
ESR010	ESRI CANADA LTD.	25,032.00
FDM010	FDM SOFTWARE LTD.	45,154.56
FIR040	FIREFIGHTERS ASSOCIATION	47,547.93
FOR010	FORTISBC - ELECTRICITY	349,557.37
FOR040	FORTIS BC - NATURAL GAS	182,243.26
FRU010	THE VILLAGE OF FRUITVALE	653,357.25
GAR150	GARAVENTA (CANADA) LTD.	49,323.00
GEN020	GENELLE RECREATION SOCIETY	47,000.00
GRA010	CITY OF GRAND FORKS	407,331.63
GRA170	GRAND FORKS PUBLIC LIBRARY	338,989.00
GRE010	THE CITY OF GREENWOOD	30,418.19
GUI001	GUILLEVIN INTERNATIONAL INC.	30,851.37
HAL010	HALL PRINTING	27,780.06
HAL060	HALL'S BASICS & GIFTS LTD	27,631.13
HER020	HERITAGE ROOFING AND SHEET METAL	41,956.99
HIL030	HIL-TECH CONTRACTING LTD.	37,791.60
INL070	INLAND ALLCARE	74,702.18
INS010	INSURANCE CORPORATION OF BC	68,561.00
INT050	INTERIOR ROOFING LTD	58,527.00
JUS010	JUSTICE INSTITUTE OF B.C.	27,692.97
KEL030	CITY OF KELOWNA	29,337.85

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
YTD Paid Report

Regional District of Kootenay Boundary

AP5070 Page : 2
Date : May 23, 2014 Time : 1:51 pm

Supplier Code From : 084010
To : ZUC010
Categories From : E - Employee
To : U - Unknown

Sequence : By Code
Date Range From : 01-Jan-2013
To : 31-Dec-2013
Suppress Printing for $ Under 25,000.00

Supplier Code	Name	Total
KET170	KETTLE VALLEY WASTE LTD.	437,608.32
KOO006	KOOTENAY SAVINGS CREDIT UNION	61,032.34
KOO015	KOOTENAY COLUMBIA TRAILS SOCIETY	83,372.00
KOO026	KOOTENAY WEED CONTROL	72,149.53
LOR010	LORDCO PARTS LTD.	28,654.24
LOW020	LOWER COLUMBIA COMMUNITY DEVELOPMENT TEAM SOCIET	241,210.00
MET001	METTLER-TOLEDO INC.	37,565.98
MID010	VILLAGE OF MIDWAY	36,985.85
MIN010	MINISTER OF FINANCE	180,492.18
MIN030	MINISTER OF FINANCE	110,822.50
MOH020	MOHAWK CANADA LTD.	44,030.10
MON010	VILLAGE OF MONTROSE	97,761.49
MUN050	MUNICIPAL INSURANCE ASSOC. OF B. C.	84,907.00
NDB010	NDB CONSTRUCTION LTD.	39,568.20
PAC020	PACIFIC BLUE CROSS	247,934.58
PET010	PETRO CANADA	87,350.52
PJS010	PJS SYSTEMS INC.	105,347.85
POW100	POWER TECH ELECTRIC LTD.	30,096.58
PRO005	PROFIRE EMERGENCY EQUIPMENT	36,024.20
REC010	RECEIVER GENERAL FOR CANADA	1,930,922.15
REG010	REGIONAL DISTRICT OF CENTRAL KOOTENAY	106,033.80
REG070	REGIONAL DISTRICT OF CENTRAL OKANAGAN	184,760.00
RIC010	RICOH CANADA INC.	57,927.07
RID010	RIDGETOP MEAT PIES	52,919.51
RIT020	RITEWAY MECHANICAL REPAIR LTD.	323,757.50
ROC050	ROCKY MOUNTAIN AGENCIES	44,220.14
ROS010	THE CITY OF ROSSLAND	33,057.98
SCP010	SCP DISTRIBUTORS INC.	58,354.05
SEC040	SECURIGUARD SERVICES LIMITED	209,701.56
SEQ010	SEQUOIA FUELS LTD.	61,922.67
SFE010	SFE LTD.	40,226.90
SMI130	SMITH RICHARD	59,964.19
SOL010	L. SOLIGO & ASSOCIATES LTD.	40,293.75
SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO ANIMALS	87,599.00
SUP170	SUPER SAVE DISPOSAL INC.	152,143.01
TEL001	TELUS COMMUNICATIONS (B.C.) INC.	208,152.80
TEL002	TELUS MOBILITY	42,948.24
TEL050	TELUS SERVICES INC.	68,354.71
TRA010	THE CITY OF TRAIL	3,302,450.31
TWI020	TWIN RIVERS CONTROLS	25,563.03
VAD010	VADIM COMPUTER MANAGEMENT GROUP LTD	25,318.04
VAL020	VALKYRIE LAW GROUP LLP	107,624.40
VAL120	VALOR PAINTING	52,887.32
VAL130	VALLEN	31,936.43
WAR020	VILLAGE OF WARFIELD	28,455.00
WAT120	WATERHOUSE ENVIRONMENTAL SERVICES CORPORATION	34,720.00
WES025	WESTEK CONTROLS LTD.	52,402.78
WOR010	WORKER'S COMPENSATION BOARD OF BC	113,715.49

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
YTD Paid Report

Regional District of Kootenay Boundary

AP5070 Page : 3
Date : May 23, 2014 Time : 1:51 pm

Supplier Code From : 084010
To : ZUC010
Categories From : E - Employee
To : U - Unknown

Sequence : By Code
Date Range From : 01-Jan-2013
To : 31-Dec-2013
Suppress Printing for $ Under 25,000.00

Total Suppliers Equal and Over	25,000.00	16,352,472.01
Other Suppliers Under	25,000.00	3,098,918.81
Total Of Printed Suppliers :		19,451,390.82

Pension Corporation EFT 1,144,387.45

TOTAL $20,595,778.27

SCHEDULE OF ELECTED OFFICIAL
REMUNERATION & INDEMNIFICATION
FOR THE YEAR ENDING DECEMBER 31, 2013

The schedule of Director Remuneration and expenses is presented on a cash basis. This schedule does not reconcile to the financial statements of the Regional District of Kootenay Boundary which are based on accrual accounting.

This schedule lists all amounts paid to individuals holding elected office on the Board of Directors of the Regional District of Kootenay Boundary during 2013.

Beth Burget, CPA, CGA
General Manager of Finance
Regional District of Kootenay Boundary

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
SECTION 814 - REPORT FOR THE 2013 FISCAL YEAR
DIRECTOR'S REMUNERATION and EXPENSE

Elected Official	Regioinal District of Kootenay Boundary Area Represented	Remuneration	Expense	Total Remuneration & Expense
BAIRD, WILLIAM	Electoral Area 'E'	30,929.00	10,489.55	41,418.55
CACCHIONI, ROBERT	City of Trail	13,280.00	2,317.21	15,597.21
CECCHINI, PATRICIA	Village of Fruitvale (Alternate)	581.00	-	581.00
CROCKETT, BERT	Village of Warfield	13,081.00	1,486.00	14,567.00
DEROSA, GORDON	RDKB - SIDIT	333.00	-	333.00
DUCLOS, DON	Village of Montrose	13,039.00	508.00	13,547.00
GEORGETTI, RICHARD	City of Trail (Alternate)	464.00	-	464.00
GRAY, LARRY	Village of Fruitvale	37,867.00	8,023.66	45,890.66
GRIEVE, ALI K.	Electoral Area 'A'	29,487.00	2,106.81	31,593.81
MCGREGOR, GRACE	Electoral Area 'C'	34,940.00	9,406.38	44,346.38
MILNE, TOM	Village of Warfield (Alternate)	298.00	-	298.00
NOLL, BARRY	City of Greenwood	13,159.00	2,532.00	15,691.00
PEREPOLKIN, IRENE	Electoral Area 'D'	23,863.00	1,028.78	24,891.78
ROTVOLD, MARGUERITE	Village of Midway	15,856.00	4,270.52	20,126.52
RUSSELL, ROLAND	Electoral Area 'D'	24,234.00	3,036.72	27,270.72
TAYLOR, BRIAN	City of Grand Forks	13,050.00	2,090.22	15,140.22
WALLACE, KATHY	City of Rossland	13,883.00	440.00	14,323.00
WORLEY, LINDA	Electoral Area 'B'	30,120.00	9,090.80	39,210.80
		$ 308,464.00	$ 56,826.65	$ 365,290.65

SCHEDULE OF EMPLOYEE COMPENSATION & INDEMNIFICATION FOR THE YEAR ENDING DECEMBER 31, 2013

The schedule of remuneration is presented on a cash basis. This schedule does not reconcile to the financial statements of the Regional District of Kootenay Boundary which are based on accrual accounting.

This schedule lists amounts over $ 75,000.00 paid to individuals providing employment services for the Regional District of Kootenay Boundary during 2013.

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Beth Burget, CPA, CGA
General Manager of Finance
Regional District of Kootenay Boundary

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
SECTION 814 - REPORT FOR THE 2013 FISCAL YEAR
EMPLOYEE'S REMUNERATION and EXPENSE

	Employee	Remuneration	Expense	Total Remuneration & Expense
1	ALDERSON, CLAYTON	91,859.75	-	91,859.75
2	ANDISON, R. MARK	112,998.42	3,313.34	116,311.76
3	BOUTIN, TIM	77,590.33	-	77,590.33
4	BOUTIN, KYLE	78,751.90	552.63	79,304.53
5	COMO, DAVID K	95,862.06	-	95,862.06
6	DAINES, MARK	87,218.69	760.00	87,978.69
7	DEPELLEGRIN, LEE	104,133.73	550.00	104,683.73
8	DERBY, DANIEL, J.	102,415.40	998.86	103,414.26
9	FERRABY, GREGORY	122,602.73	-	122,602.73
10	GALLAMORE, GLEN	110,491.20	-	110,491.20
11	GREEN, DALE	76,719.47	162.19	76,881.66
12	HAMILTON, TIM	127,567.99	-	127,567.99
13	KUMAR, ELAINE	105,982.34	1,714.22	107,696.56
14	LANGMAN, JASON	100,780.26	-	100,780.26
15	LENARDUZZI, MIKE	102,558.45	-	102,558.45
16	MACKEY, JOHN	86,771.40	4,526.23	91,297.63
17	MACLEAN, JOHN	146,397.94	270.00	146,667.94
18	MARTIN, TERRY K.	112,009.43	1,032.00	113,041.43
19	MCGREGOR, ROBERT	75,880.40	1,566.35	77,446.75
20	MILNE, JASON	114,576.16	75.00	114,651.16
21	MORRIS, RICHARD	99,837.67	1,492.32	101,329.99
22	PAAKKUNAINEN, JEFF	90,088.14	1,144.01	91,232.15
23	ROELAND, GRANT	94,696.44	4,046.59	98,743.03
24	SILVA, ROBERT	75,443.66	746.59	76,190.25
25	SMYTH, RYAN	115,473.83	-	115,473.83
26	STANLEY, ALAN	106,444.13	-	106,444.13
27	SVENDSEN, JAMES	107,927.23	514.76	108,441.99
28	TEASDALE, BRYAN	91,497.65	384.64	91,882.29
29	TYSON, GRANT	103,870.77	-	103,870.77
	Total Employees earning greater than $75,000	2,918,447.57	23,849.73	2,942,297.30
	Total for Employees earning less than $75,000 (Excluding Elected Officials)	4,108,139.24	71,479.13	4,179,618.37
	Total	7,026,586.81	95,328.86	7,121,915.67

Total Employer Premium for CPP	$	234,702.20
Total Employer Premium for EI	$	118,104.38

SCHEDULE OF SEVERANCE AGREEMENTS
PAID FOR THE YEAR ENDING DECEMBER 31, 2013

There was no severance agreement under which payment commenced between the Regional District of Kootenay Boundary and its non-unionized employees during the fiscal year ending December 31, 2013.

Beth Burget, CPA, CGA
General Manager of Finance
Regional District of Kootenay Boundary

REGIONAL DISTRICT

OF

KOOTENAY BOUNDARY

FINANCIAL STATEMENTS

FOR THE

YEAR ENDED DECEMBER 31, 2013

Regional District of Kootenay Boundary
Management Report

The financial statements have been prepared by management in accordance with generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

In meeting its responsibility for the reliability of financial data, management relies on internal accounting, operating and system controls. Controls include an organizational structure providing for effective segregation of responsibilities, delegation of authority and personal accountability, and careful selection and training of personnel; the application of accounting and administrative policies and procedures necessary to ensure adequate internal control over transactions, assets and records, as well as a program of internal audits. These controls are designed to provide reasonable assurance that financial records are reliable for preparing financial statements and maintaining accountability for assets.

The Regional District of Kootenay Boundary Board of Directors is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Board of Directors. The Board reviews financial activities on a monthly basis and external audited financial statements annually.

L. Soligo & Associates Ltd. has been appointed by the Board of Directors as independent auditors to examine and report on the consolidated financial statements and their report follows this one. They have full and free access to regional district staff and records.

John MacLean
Chief Administrative Officer

Beth Burget
Gen Manager of Finance

Trail, BC

L. Soligo & Associates Ltd.

CHARTERED ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of the
Regional District of Kootenay Boundary:

We have audited the accompanying consolidated financial statements of the Regional District of Kootenay Boundary, which comprise the consolidated statement of financial position as at December 31, 2013 and the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessing the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

As described in Note 10(b) of these financial statements, the regional district accounts for landfill closure and post-closure costs using estimates based on the remaining life of the landfills. Canadian public sector accounting standards require that landfill closure and post-closure care liabilities should be recognized based on capacity used. We were unable to determine what the landfill closure and post-closure care liability would be based on capacity used because the information needed to make this determination was unavailable. Consequently, we were unable to determine what adjustments to these financial statements were necessary.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of the regional district as at December 31, 2013 and the results of its financial performance and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The supplementary information included in the Other Financial Information section is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information has not been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, accordingly, we express no opinion on them.

L. Soligo & Associates Ltd.
CHARTERED ACCOUNTANTS

TRAIL, B.C.
May 28, 2014

CA Members, Institute of Chartered Accountants of British Columbia

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

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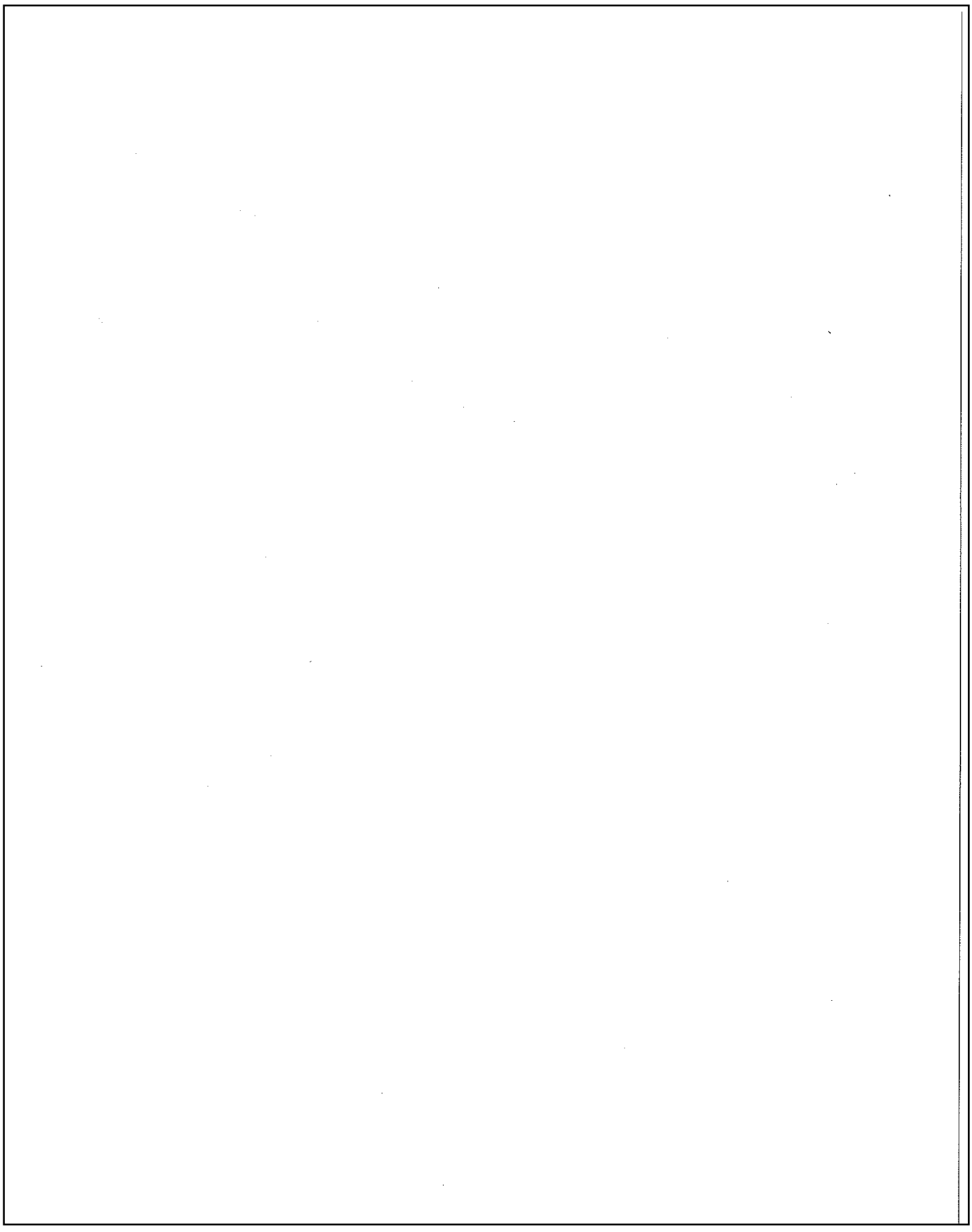
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

As At December 31	2013	2012
FINANCIAL ASSETS		
Cash and Cash Equivalents (Note 2)	$ 13,826,564	$ 12,445,006
Short Term Investments (Note 3)	314,206	-
Accounts Receivable (Note 4)	849,623	1,106,738
Municipal Finance Authority Debt Reserve Fund (Note 5)	1,364,741	1,271,030
Debenture Debt Recoverable from Local Governments (Note 6)	14,457,970	10,890,709
	30,813,104	25,713,483
Accounts Payable	1,681,378	1,515,102
Accounts Payable to Other Governments	589,901	560,543
Deferred Revenue	344,336	430,240
Municipal Finance Authority Debt Reserve Fund: (Note 5)	1,364,741	1,271,030
Other Long Term Debt (Note 11)	173,946	192,017
Debenture Debt (Note 7)	19,587,498	16,864,419
Lease Agreements (Note 8)	1,062,681	1,064,045
Temporary Borrowing - Municipal Finance Authority	1,197,254	1,893,880
Deferred Revenue (Gas Tax) (Note 9)	1,913,753	1,539,190
Accrued Interest Payable	20,482	22,564
Landfill closure and Post closure costs accruals (Note 10)	1,809,779	1,743,132
Reserve for future capital expenditures	2,478	2,478
Accrued Employee Sick Leave (Note 7)	328,500	351,400
	30,076,727	27,450,040
	736,377	(1,736,557)
NON FINANCIAL ASSETS		
Tangible Capital Assets (Schedule 5)	43,549,447	42,939,478
Supply Inventory	10,534	10,730
Prepaid expenses	247,148	81,859
	43,807,129	43,032,067
Accumulated surplus	**$ 44,543,506**	**$ 41,295,510**
REPRESENTED BY:		
Financial Equity		
-Current Revenue Funds	$ 624,764	$ 104,083
-Capital Assets	247,675	247,675
-Reserve Funds	7,685,029	7,127,926
	8,557,468	7,479,684
Physical Equity in Capital Assets	35,986,038	33,815,826
	$ 44,543,506	**$ 41,295,510**

The accompanying notes and schedules are an integral part of these financial statements.

Beth Burget
General Manager of Finance

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

CONSOLIDATED STATEMENT OF OPERATIONS

For the Year Ended December 31st	2013 Budget	2013	2012
REVENUE			
From Own Sources:			
Grants in lieu of taxes	$ 1,113,640	$ 1,444,747	$ 1,132,082
Services provided to other governments	438,500	194,165	247,927
Sale of Services	5,042,750	4,627,858	4,621,971
Other revenue	719,196	2,734,748	772,845
Gain on disposal of assets	10,000	10,942	259,800
From Other Sources:			
Electoral area tax levy	8,994,862	9,028,302	8,703,302
Member municipalities	9,331,372	9,331,371	9,140,504
Other governments	863,307	839,442	1,376,200
	26,513,627	28,211,575	26,254,631
EXPENSES			
General Government Services	2,679,059	1,693,037	1,987,055
Protective Services	7,050,210	6,122,002	6,012,810
Transportation Services	2,030,543	1,719,110	1,700,853
Environmental Health Services	6,941,076	6,496,233	5,838,808
Environmental Development Services	1,032,839	925,019	1,030,625
Recreation and Cultural Services	5,681,533	5,413,725	4,963,047
Fiscal Services	575,628	521,766	555,357
Amortization Expense	-	2,072,687	1,964,777
	25,990,888	24,963,579	24,053,332
Annual Surplus (Deficit)	$ 522,739	$ 3,247,996	$ 2,201,299
Accumulated surplus at beginning of year	2,083,270	41,295,510	39,094,211
Fund Balances at End of Year	**$ 2,606,009**	**$ 44,543,506**	**$ 41,295,510**

The accompanying notes and schedules are an integral part of these financial statements.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (DEBT)

For the Year Ended December 31st	2013 Budget	2013	2012
Annual Surplus	$ 522,739	$ 3,247,996	$ 2,201,299
Gain on disposal of tangible capital assets		(10,942)	(259,800)
Acquisition of tangible capital assets	(2,445,779)	(2,682,655)	(1,951,473)
Amortization of tangible capital assets		2,072,687	1,964,777
Proceeds on sale of tangible capital assets		10,942	263,000
	(1,923,040)	2,638,028	2,217,803
Acqusition of supply inventory		196	102
Acquisition of prepaid expense		(165,290)	(9,657)
	-	(165,094)	(9,555)
(Increase) / decrease in net financial assets/net debt	(1,923,040)	2,472,934	2,208,248
Net financial assets/(net debt) at beginning of year	(1,736,557)	(1,736,557)	(3,944,805)
Net financial assets/(net debt) at end of year	**$ (3,659,597)**	**$ 736,377**	**$ (1,736,557)**

The accompanying notes and schedules are an integral part of these financial statements.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

CONSOLIDATED STATEMENT OF CASH FLOWS

For the Year Ended December 31st	2013	2012
CASH PROVIDED BY (USED FOR)		
Operating Activities		
Excess Revenues over Expenditures	$ 3,247,996	$ 2,201,299
Non-cash items:		
Amortization	2,072,687	1,964,777
Gain on disposal of tangible capital assets	(10,942)	(259,800)
Grand Forks Rural Fire Protection surplus recognized	(1,528,180)	-
Decrease(Increase) in Non-Cash Financial Assets		
Receivables	277,143	(196,543)
Inventories	196	102
Prepaid Expenses	(133,893)	(9,657)
Municipal Finance Authority Debt Reserve Fund: (Note 3)	(93,711)	(25,004)
Payables	135,719	91,698
Landfill closure and Post closure costs accruals	66,647	67,281
Deferred Revenue	(85,904)	188,487
Deferred Revenue (Gas Tax)	374,563	334,925
Accrued employee sick leave	(22,900)	(61,100)
Cash Provided by Operating Activities	4,299,420	4,296,465
Financing Activities		
Cash from Grand Forks Rural Fire Protection take over	155,369	-
Proceeds from Long-Term Debt	-	350,000
Repayment of Long-Term Debt	(844,182)	(791,359)
Increase in Temporary Borrowing - MFA	(696,626)	(806,203)
Other Long Term Debt	(18,071)	(207,268)
Increase (Decrease) in Lease Agreements	(1,364)	74,521
Municipal Finance Authority Debt Reserve Fund: (Note 3)	93,711	25,004
Increase in Short Term Investments	(144,098)	-
Cash Used in Financing Activities	(1,455,261)	(1,355,305)
Capital Activities		
Capital Asset Additions	(2,686,349)	(1,951,473)
Grand Forks Rural Fire Protection capital assets acquired	1,212,806	
Proceeds on Disposal of Capital Assets	10,942	263,000
Cash Used in Capital Activities	(1,462,601)	(1,688,473)
Increase in Cash and Cash Equivalents	1,381,558	1,252,687
Cash and Cash Equivalents, Beginning of Year	12,445,006	11,192,319
Cash and Cash Equivalents, End of Year	$ 13,826,564	$ 12,445,006

The accompanying notes and schedules are an integral part of these financial statements.

1. SIGNIFICANT ACCOUNTING POLICIES:

The consolidated financial statements of the Regional District are prepared in accordance with Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

a) Basis of Presentation

The Regional District of Kootenay Boundary follows the normal accounting practice for regional district government according to the principles of fund accounting. Under this policy the operation and financial resources of the regional district are segregated into various funds used for specific activities or to meet certain objectives. Each of these funds are treated as a separate entity with responsibility for the stewardship of the assets allocated to it. The basic funds are briefly described as follows:

i) **General Revenue Fund** - This fund is the main fund of the Regional District and is used to reflect the normal operating activities including collection of revenues, administering operations and servicing general debt.

ii) **Capital Funds** - These funds are used to reflect capital assets and unfunded work-in-progress offset by the related long-term debt and investment in capital assets.

iii) **Reserve Funds** - These funds have been created to hold assets, in the manner of a trust, and to provide monies for specific future capital requirements.

iv) **Water and Sewer Funds** - The water and sewer system funds have been established as self-liquidating funds to cover the costs of operating these utilities. The capital funds hold the capital assets and long-term debt related to these functions.

v) **Transit Funds** - These funds provide for the operation of the conventional and special needs public transit systems.

b) Consolidated Financial Statements

These consolidated financial statements include the accounts of all the funds of the Regional District. Inter-fund transactions and balances have been eliminated.

c) Cash and Cash Equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments and investments that can be converted to cash within 30 days of inception.

d) Inventory

Inventory for resale is recorded at the lower of cost or replacement cost on a first in first out basis.

e) Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight line basis over their estimated useful life as follows:

Major Asset Category	Average Useful Life
Land	Not amortized
Building& Improvements	20 - 50 years
Vehicles, Machinery & Equipment	7 - 25 years
Land Improvements	15 – 90 years
Water Infrastructures	80 years
Sewer Infrastructures	80 years

f) Revenues

Taxation

Each Municipality and Electoral Area within the Regional District is requisitioned for their portion of each service in which they participate. These amounts are then collected by the Municipalities and the Province (for Electoral Areas) by way of levies to (real) property owners and the funds are turned over to the Regional District by August 1 of each year.

Electoral area tax levy and transfers from member municipalities are recognized as income in the year the Regional District of Kootenay Boundary earned the revenue.

g) Expenses

Expenses are recognized in the year they are incurred.

h) Payroll Benefits

Sick leave

Sick leave is recorded in the year it is paid. The Regional District does not have an agreement for vested sick time except for fourteen employees subject to the terms of the collective agreement with the International Association of Fire Fighters Local 941.

Vacation

It is the policy of the Regional District to allow employees other than career fire fighters to carry over one week of vacation entitlement earned in the current year to be taken in the following year. As at December 31, 2013, $117,254 unpaid vacation was accrued (2012, $125,772).

i) Related Party

The Regional District of Kootenay Boundary is related to the Kootenay Boundary Regional Hospital District, since both organizations share the same Board of Directors. In the normal course of business, the Regional District charges the Hospital District an annual administration fee. In the year 2013 the fee was $12,000 (2012 $11,500). As at the year-end date, no balances are due or owing between the two organizations.

j) Debt Charges

Debt charges, including principal and interest, are charged against current revenue in the period in which they are paid. Interest on long term debt (debentures) is accrued for the period between the last annual debt payment to December 31.

2. CASH AND CASH EQUIVALENTS

	2013	2012
General Revenue Fund – unrestricted	$ 6,304,394	$ 5,333,666
General Reserve Fund - restricted	7,522,170	7,111,340
	$ 13,826,564	$ 12,445,006

3. SHORT TERM INVESTMENTS

	2013	2012
General Revenue Fund – unrestricted	$ 183,179	$ 0
General Reserve Fund - restricted	131,027	$ 0
	$ 314,206	$ 0

Short-term Investments consist of guaranteed income certificates of various dates not exceeding 12 months and at interest rates between 1.55 and 1.6%.

4. ACCOUNTS RECEIVABLE

	2013	2012
Local governments	$ 190,509	$ 192,386
Provincial government	205,714	477,358
Federal government	110,430	92,910
Other Receivables	342,970	344,084
	$849,623	$ 1,106,738

5. DEBT RESERVE FUND WITH MUNICIPAL FINANCE AUTHORITY

The Municipal Finance Authority of British Columbia provides capital financing for regional districts and their member municipalities. The Authority is required to establish a Debt Reserve Fund into which each regional district and member municipality, who share in the proceeds of a debt issue through the Regional District, are required to pay certain amounts set out in the debt agreements. These reserves are made up of cash deposits and demand notes as security for default on Municipal Finance Authority debenture debt. The cash portion of the reserves and the interest earned each year (less administration expenses) becomes an obligation of the Authority to the Regional District. The Authority must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. When this occurs the regional districts may be called upon to restore the fund. The reserves will be used or cancelled when the particular M.F.A. debentures mature.

	Demand Notes	Cash Deposits	2013	2012
Regional District	$ 412,062	$ 129,472	$ 541,534	595,070
Member Municipalities	560,706	262,501	823,207	675,960
	$ 972,768	$ 391,973	$ 1,364,741	$ 1,271,030

6. DEBT CHARGES RECOVERABLE FROM LOCAL GOVERNMENTS

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority (MFA). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the regional district is contingently liable to the MFA for this debt.

	2013	2012
City of Grand Forks	$ 2,218,335	$ 523,312
City of Greenwood	163,110	183,179

City of Rossland	2,763,223	2,924,044
City of Trail	7,752,504	5,551,039
Village of Midway	294,641	330,637
Village of Montrose	-0-	31,318
Village of Warfield	1,266,157	1,347,180
	$ 14,457,970	$ 10,890,709

7. CONTINGENCIES

i) Pension Liability

The regional district and its employees contribute to the Municipal Pension Plan (Plan), a jointly trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 179,000 active members and approximately 71,000 retired members. Active members include approximately 87 contributors from the Regional District of Kootenay Boundary.

The most recent actuarial valuation as at December 31, 2012 indicated a $1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The Regional District of Kootenay Boundary paid $613,198 for employer contributions to the plan in the 2013 fiscal year (2012 $593,592).

ii) Debenture Debt

The loan agreements with the Municipal Finance Authority provide that if the Authority does not have sufficient funds to meet payments on its obligations it shall make payments from the Debt Reserve Fund which in turn is established by a similar Debt Reserve Fund in the municipality and all other borrowing participants. If the Debt Reserve Fund is deficient the Authority's obligations become a liability of the regional district and may become a liability of the participating municipalities.

	2013	2012
General	$ 3,642,637	$ 4,244,247
Water	1,213,896	1,394,653
Sewer	272,995	334,810

Total Regional District	$ 5,129,528	$ 5,973,710
Member municipalities	14,457,970	10,890,709
Total Debenture Debt	$ 19,587,498	$ 16,864,419

iii) Liability Risk Coverage

The Regional District is a Subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Regional District is assessed a premium and specific deductible for its claims based on population. The obligation of the Regional District with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its Subscribers in connection with the Exchange are in every case several, and not joint and several. The Regional District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other Subscribers against liability losses and costs which the other Subscriber may suffer.

iv) Insurance and Legal Claims

Insurance Claims

The Regional District of Kootenay Boundary has been served with claims for liability for various incidents during the past year. The total claimed losses incurred was $34,909 in 2013 (2012 $5,517). At the date of the financial statement the Municipal Insurance Association has not estimated the likely exposure to the Regional District for further legal costs to rebut these claims. The Regional District's deductible for any claim is $10,000.

v) Post Employment Benefits

Effective January 1, 2005, the Regional District adopted the recommendations under Section PS 3255 of the CICA Public Accounting Board Handbook for post-employment benefits whereby employees are entitled to earned benefits related to non-vested accumulating sick leave. The liability and expense for these post-employment benefits and compensated absences is recognized in the financial statements in the period in which employees render services and on the basis that the benefits are expected to be provided when the employees are no longer providing active service.

The actuarial valuation of the post employment benefits as at December 31, 2012 have been extrapolated to December 31, 2013 using the 2013 valuation assumptions:

	2013	2012
Discount rate	4.00%	3.40%
Inflation rate	2.50%	2.50%
Rate of compensation increase	2.50%-4.63%	2.50% - 4.63%

The continuity of the Regional District's employee benefit liabilities are as follows:

	2013	2012
Beginning of year	$ 351,400	$ 412,500
Current service cost	17,100	26,600
Interest cost	12,200	15,300
Plan Amendment *see below	-0-	(102,400)
Benefits paid	(154,000)	(46,000)
Actuarial (Gain)/Loss	101,800	45,400
	$ 328,500	$ 351,400

* The plan amendment for Firefighters was recognized December 31, 2012 and reflects the change to how much of unused sick leave an employee is eligible to be paid upon retirement. The reduction in obligation was recognized immediately, in the period of the amendment, as prescribed by the relevant accounting standard PS 3255.

The Regional District manages the payment of these future payroll obligations as they come due in the current Operating Budget

8. LEASE COMMITMENTS

The Regional District of Kootenay Boundary has entered into agreements to lease vehicles and equipment for periods of three to five years at rates ranging from 1.25% to 2.00% per annum. As the Regional District intends to acquire ownership of these assets at the conclusion of the lease terms, the assets and the corresponding lease obligation have been recognized in these financial statements. The future minimum lease payments are as follows:

2014	$ 340,351
2015	225,572
2016	229,950
2017	157,834
2018	108,974
Total	$ 1,062,681

9. FEDERAL GAS TAX AGREEMENTS

Gas Tax Agreement funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax Agreement funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements.

Gas Tax Agreement Funds	2013	2012
Opening Balance of unspent Funds	$ 1,539,190	$ 1,204,265
Add: Amount received during the year	462,439	462,631
Interest earned	17,783	12,984
Less: Amount spent on projects	(105,659)	(140,690)
Amount spent on administration	-0-	-0-
Closing balance of unspent funds	$ 1,913,753	$ 1,539,190

10. LANDFILL CLOSURE AND POST-CLOSURE CARE

a) The total estimated landfill closure and post-closure care costs of $25,524,084 for the three main landfills in the Regional District are as follows: (1) $2,500,000 for the Grand Forks landfill site, (2) $1,000,000 for the Greenwood landfill site, and (3) $ 22,024,084 for the McKelvey Creek Landfill site. The estimated remaining life for the landfill sites ranges from 22 years to 80 years. The estimated landfill closure and post-closure cost and remaining life values are used for landfill planning purposes and for recording these liabilities and expenses in the financial statements.

At December 31, 2013 the estimated landfill closure and post-closure care expenditure requirements were $1,809,779. At December 31, 2013 a total of $1,185,106 had been expended and contributed to the landfill closure reserve funds.

The estimated remaining life of the Grand Forks landfill site is 23 years (2035), the McKelvey Creek site is estimated at 80 years (2093)) and the remaining life of the Greenwood site is estimated at 47 (2060) years after which the period for post-closure care is estimated to be 25 years for each site.

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill and post-closure monitoring of the site. The reported total expenditure is based on estimates and assumptions with respect to events over a 80 year period using the best information available to management.

The Regional District of Kootenay Boundary has had engineers prepare design and operation plans for the McKelvey Creek landfill in 2013.

b) Basis for Qualified Opinion

Section PS 3270 of the Canadian public sector accounting standards establishes the standards on how to account for and report the liability for closure and post-closure care of a solid waste landfill site. The standard requires that financial statements "recognize a liability for closure and post-closure care as the landfill site's capacity is used. Usage should be measured on a volumetric basis." For two of the landfills in the regional district, the Regional District does not have the information necessary to

estimate the landfills' total capacity and the cumulative capacity used and has made its determinations based on the landfills' estimated remaining lives. In this regard, these financial statements have not been prepared in accordance with Canadian public sector accounting standards.

11. OTHER LONG TERM DEBT

FORMER SPCA PROPERTY IN GRAND FORKS

In 2010 the Regional District agreed to the purchase of a property (land and buildings) from the City of Grand Forks through the RDKB's Boundary Animal Control Service. The property was the former SPCA site within the City of Grand Forks. The fair market value of $246,138 will be paid to the City of Grand Forks over a 12 year period ending in 2021. The fixed annual interest rate is 4.65%. Annual payments are due August 1st each year.

Grand Forks SPCA Purchase	**2013**	**2012**
Amount outstanding	$ 192,017	$ 209,285
Less: Annual Principal Payment	(18,071)	(17,268)
Balance Owing December 31st	$ 173,946	$ 192,017
Total Other Long Term Debt	**$ 173,946**	**$192,017**

12. COMPARATIVE AMOUNTS

Certain of the 2012 financial statement amounts have been reclassified to conform to the presentation adopted in the current year.

13. FIRE SERVICE DONATIONS

The District took on a new fire service in 2013 which resulted in donations of fair market value of tangible capital assets of $1,213,913, reserve funds $222,565 and remaining operating net assets $319,067.

14. ACCOUNTING ERROR

The Regional District has determined that the accounting for Landfill closure and post closure cost accruals is not in accordance with PSAB 3270 which requires that financial statements recognize a liability for closure and post-closure care as the landfill site's capacity is used. As discussed in Note 10, the Regional District has recorded this liability during the current year. The correction of this error has been applied retrospectively resulting in a $1,675,851 decrease in the 2012 beginning of the year surplus and an increase in the current and prior year expenditures of $66,647 and $67,281 respectively.

15. SUBSEQUENT EVENT

On December 19, 2013, the Regional District entered into a Purchase and Sale Agreement with the City of Trail for the sale of the Trail Regional Airport in the amount of $1,280,000. The Purchase and Sale Agreement closes February 15, 2014. In accordance with the Agreement, instalment payments, net of applicable taxes, are as follows:

$520,000	February 14, 2014
$120,000	March 28, 2014
$640,000	On or before August 15, 2014

REGIONAL DISTRICT

OF

KOOTENAY BOUNDARY

SUPLEMENTARY INFORMATION
TO THE FINANCIAL STATEMENTS

FOR THE

YEAR ENDED DECEMBER 31, 2013

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Cash	$ 6,487,573	$ 5,333,666
Accounts Receivable	292,921	301,198
Accounts Receivable from Senior Government	306,420	562,084
Accounts Receivable from Local Government	190,519	192,386
Inventories	10,534	10,730
Municipal Finance Authority Debt Reserve Fund (Note 4)	1,199,796	1,108,217
Prepaid Expenses	247,148	81,859
	8,734,911	7,590,140
Advance to General Capital Fund	-	11,252
Advance to Oasis/Rivervale Sewer Utility Revenue Fund		-
Advance to Mill Road Sewer	968	1,936
Advance to Beaver Valley Water Revenue Fund	97,611	-
Advance to Beaver Valley Water Capital Fund	-	-
Advance to Rivervale Water Capital Fund	-	-
Advance to Columbia Gardens Water Utility Revenue Fund	-	-
Advance to Columbia Gardens Water Utility Capital Fund	-	-
Advance to East End Sewer	-	-
Advance to East End Transit Revenue Fund	-	
Advance to Boundary Transit Utility Fund	-	-
	$ 8,833,490	**$ 7,603,328**

LIABILITIES

Accounts Payable	$ 1,681,378	$ 1,515,102
Accounts Payable to Senior Government	105,310	48,522
Accounts Payable to Local Government	307,866	155,332
Deferred Revenue	344,197	429,963
Accrued Employee Sick Leave	328,500	351,400
Community Works (Gas Tax)	1,913,753	1,539,190
Landfill closure and Post closure costs accruals	1,809,779	1,743,132
Municipal Finance Authority Debt Reserve Fund: (Note 4)		
-Member Municipalities	823,207	675,960
-Regional District	376,589	432,257
	7,690,579	6,890,858
Advance from General Capital Fund	1,748	13,000
Advance from Reserve Fund	13,521	-
Advance from Beaver Valley Water Utility Revenue Fund	-	147,452
Advance from Columbia Gardens Water Utility Revenue Fund	3,654	19,283
Advance from Rivervale Water Utility Revenue Fund	36,275	34,681
Advance from Beaver Valley Water Utility Capital Fund	488,452	488,452
Advance from Columbia Gardens Water Utility Capital Fund	1,907	1,907
Advance from East End Transit Utility Revenue Fund	263,561	267,584
Advance from Boundary Transit Utility Revenue Fund	33,681	18,854
Advance from Oasis/Rivervale Sewer Utility Revenue Fund	17,065	6,773
Advance from Columbia Sewer Treatment Utility Revenue Fund	266,039	225,641
Advance from Columbia Sewer Treatment Utility Capital Fund	3,373	3,373
Advance from East End Sewer		
	$ 8,819,855	**$ 8,117,858**

FUND SURPLUS (DEFICIT)

Net Surplus (Deficit)	13,635	(514,530)
	$ 8,833,490	**$ 7,603,328**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Grants in lieu of taxes	$ 1,107,579	$ 1,437,825	$ 1,125,302
Services provided to other governments	759,813	515,478	558,374
Sale of Services	4,394,844	3,996,151	4,060,629
Proceeds from sale of assets	10,000	10,942	0
Other revenue	820,719	2,541,972	586,456
Transfers from:			
-Electoral area tax levy	8,473,413	8,506,853	8,187,728
-Member municipalities	6,870,715	6,870,714	6,785,949
-Other governments	863,307	718,453	1,376,200
-Reserve fund	1,856,968	593,709	833,143
-Capital fund	0	192,020	0
- Debenture Issue			350,000
- Equity Capital	0	1,473,096	1,370,111
	25,157,358	26,857,213	25,233,892
EXPENDITURE			
Salaries and benefits	$ 9,250,203	$ 9,010,526	$ 8,495,614
Office and supplies	577,062	443,094	458,822
Debt charges - principal	1,362,391	1,362,378	1,613,104
Debt charges - interest	414,818	376,601	394,547
Debt charges - lease	0	0	0
Insurance	313,097	265,644	237,378
Director remuneration and expense	507,331	412,180	375,676
Board fee	(113,809)	(126,632)	(127,347)
Utilities	806,663	665,495	723,397
Professional fees	618,156	471,831	356,981
Equipment rentals	65,231	57,316	34,566
Repair and maintenance	1,873,680	1,801,956	1,481,641
Vehicle	781,385	723,199	636,189
Contracted services	3,800,862	3,506,288	3,450,610
Travel and training	555,057	426,922	352,746
Grants to other programs	1,877,581	1,341,054	1,721,129
Miscellaneous	173,997	160,598	225,586
Expenditures capitalized	2,048,279	1,848,307	985,217
Amortization Expense	0	1,473,360	1,370,111
Transfers to:			
Reserve fund	623,179	968,405	701,208
local governments	1,095,922	1,073,879	1,063,866
	26,631,085	26,262,401	24,551,041
EXCESS REVENUE (EXPENDITURE)			
BEFORE LANDFILL CLOSURE COSTS PROVISIONS	**$ (1,473,727)**	**$ 594,812**	**$ 682,851**
Provision for Landfill Closure and Post Closure Cost	0	-66,647	-67,281
SURPLUS (DEFICIT) BEGINNING OF YEAR	1,473,727	-514,530	-1,130,100
SURPLUS (DEFICIT) END OF YEAR	**$ 1,473,727**	**$ 13,635**	**$ -514,530**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Cash	$ -	$ -
Capital Assets		
Land	5,474,931	5,382,831
Buildings	21,319,249	20,761,264
Accumulated Amortization	(6,598,228)	(6,086,389)
	14,721,021	14,674,875
Machinery and Equipment	17,874,245	16,723,139
Accumulated Amortization	(10,146,929)	(9,565,549)
	7,727,315	7,157,590
Land Improvements	4,469,527	4,274,116
Accumulated Amortization	(1,386,108)	(1,261,355)
	3,083,419	3,012,761
Work in Progress	137,467	-
Due From General Revenue Fund	1,748	13,000
Debenture Debt Recoverable from Local Governments (Note 5)	14,457,970	10,890,709
	$ 45,603,870	**$ 41,131,766**

LIABILITIES AND EQUITY IN CAPITAL ASSETS

Payables		
Beaver Valley Water Utility Capital Fund	$ 1,550	$ 1,550
Due To General Revenue Fund	-	11,252
Columbia Gardens Airport Lands Purchase Agreement	-	-
Municipal Finance Authority - Liabilities Under Agreement	1,197,254	1,893,880
Municipal Finance Authority - Short Term Borrowing		-
Other Loan Agreeements (Grand Forks SPCA)	173,945	192,017
Debenture Debt (Note 5)	18,100,607	15,134,956
Lease Agreements	1,062,681	1,064,045
Reserve for future capital expenditures	2,478	2,478
Equity in capital assets	25,065,355	22,831,588
	$ 45,603,870	**$ 41,131,766**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL RESERVE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Assets:		
Cash in Bank	$ -	$ -
Money Market Fund Investment MFA of BC	6,473,474	6,181,386
Money Market Fund Investment CIBC	221,871	-
Term Deposit Castlegar Savings & Credit Union	957,853	929,954
Accrued Interest Receivable	18,310	16,586
Advance to General Revenue Fund	13,521	-
Total Assets	$ 7,685,029	$ 7,127,926

LIABILITIES AND FUND BALANCES

Liabilities:		
Advance from General Revenue Fund	$	$ -
	$ -	$ -
Fund Balances:		
Total General Government & Others	$ 913,874	$ 830,859
Total Protective Services	2,464,781	2,401,413
Total Recreation & Culture	624,977	626,964
Total Environmental Health Services	2,628,851	2,311,295
Total Water & Sewer Utilities	898,930	957,395
Total Transit Services	153,616	-
Total Fund Balances	$ 7,685,029	$ 7,127,926
Total Liabilities & Fund Balances	$ 7,685,029	$ 7,127,926

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL RESERVE FUND
STATEMENT OF SOURCES AND APPLICATION OF FUNDS
DECEMBER 31, 2013

	2012	Interest	Transfer To Reserves	Transfer From Reserves	Expense	2013
RESERVE FUNDS						
	$					
General Government & Others:						
General Government & Administration	643,766	7,345	181,484	32,823	-	799,772
Economic Development	81,383	695	-	29,200	-	52,878
Planning & Development	8,350	114	5,000	-	-	13,464
Big White Steet Lighting	33,753	370	-	-	-	34,123
Beaverdell Street Lighting	7,172	104	5,564	-	-	12,840
Trail Regional Airport	56,435	364	-	56,000	-	799
Protective Services:						
Beaverdell Fire Protection	19,537	214	-	-	-	19,751
Big White Fire Protection	1,389,668	15,459	50,000	30,000	-	1,425,127
Building Inspection	432,987	9,764	-	69,895	-	372,856
Christina Lake Fire Protection	90,315	1,058	15,000	-	-	106,373
Emergency Communications (9-1-1)	259,900	2,894	10,000	50,200	-	222,594
Emergency Preparedness	43,352	502	6,000		-	49,854
Grand Forks Rural Fire Vehicle	-	345	150,494	-	-	150,839
Grand Forks Rural Fire Building	-	187	72,071	-	-	72,258
Greenwood Rural Fire Service	8,850	97	-	-	-	8,947
Police Based Victims' Assistance	20,091	193	-	5,900	-	14,384
Kootenay Boundary Regional Fire & Rescue	136,715	1,051	63,297	179,267	-	21,796
Recreation & Culture:						
Area 'B' Parks & Trails	82,054	822	5,000	30,000	-	57,876
Area 'C' Parks & Trails	122,296	1,395	25,000	13,000	-	135,691
Area 'D' Parks & Trails	9,980	101	-	9,000	-	1,081
Area 'E' Parks & Trails	30,348	355	5,000	-	-	35,703
Beaver Valley Parks & Trails	36,396	422	5,000	-	-	41,818
Boundary Area Recreation	1,339	15	-	-	-	1,354
Christina Lake Recreation	20,494	243	4,000	-	-	24,737
Christina Lake Recreation Facilities	20,797	228	-	-	-	21,025
Grand Forks Aquatic Centre	71,378	714	-	15,000	-	57,092
Grand Forks Arena	69,147	872	25,000	-	-	95,019
Grand Forks Curling Rink	34,969	334	-	10,888	-	24,415
Greater Trail Community & Arts Centre	127,766	1,401	-	-	-	129,167
Environmental Health Services:						
Big White Noise Control	44,543	488	-	-	-	45,031
Christina Lake Milfoil Control	157	66	14,124	-	-	14,347
Composting Facility Operation	12,916	131	-	11,824	-	1,223
East End Cemeteries	-	-	10,000	-	-	10,000
Grand Forks Landfill Closure	525,125	11,538	26,000	-	-	562,663
Greenwood, Area 'E' Cemeteries	39,608	431	-	713	-	39,326
Greenwood Landfill Closure	125,671	2,330	9,000	-	-	137,001
McKelvey Creek Refuse Site	333,479	6,867	145,096	-	-	485,442
Regional Refuse Equipment	1,229,797	17,747	136,275	50,000	-	1,333,819
Water & Sewer Utilties:						
Beaver Valley Water Utility	335,124	2,985	108,716	180,000	-	266,825
Columbia Gardens Water Utility	9,384	126	5,000	-	-	14,510
Columbia Pollution Control	514,410	5,547	-	20,000	-	499,957
Oasis/Rivervale Sewer	35,930	416	5,000	-	-	41,346
Rivervale Water & Street Lighting Utility	62,547	745	13,000	-	-	76,292
Transit Services						
East End Transit Services	-	-	153,616	-	-	153,616
	$ 7,127,926	97,075	1,253,737	793,709	-	7,685,029

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA SEWER TREATMENT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Municipal Finance Authority debt reserve (Note 4)	$ 26,492	$ 26,140
Due from Sewer Utility Capital Fund	8,350	8,350
Advance to General Revenue Fund	266,039	225,641
	$ 300,881	$ 260,131

LIABILITIES

Due to General Revenue Fund	$ 0	$ 0
Municipal Finance Authority debt reserve fund (Note 4)	26,493	26,140
Accrued Interest Payable	2,417	2,417
	28,910	28,557

FUND SURPLUS (DEFICIT)

Fund surplus (deficit)	271,971	231,574
	$ 300,881	$ 260,131

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA SEWER TREATMENT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of services	$ 42,938	$ 64,932	$ 15,051
Proceeds from sale of assets			246,800
Grants in lieu of taxes	3,286	3,186	3,103
Other revenue from own source	24,389	24,389	25,414
Transfers from:			
member municipalities	1,234,798	1,234,798	1,114,711
other governments	-	120,989	-
transfer from Equity		330,637	326,786
reserve fund	120,000	20,000	125,000
capital fund			-
	$ 1,425,411	**$ 1,798,931**	**$ 1,856,865**
EXPENDITURE			
Salaries and benefits	$ 426,140	328,967	$ 335,198
Debt charges - principal	50,807	50,807	50,807
Debt charges - interest	29,402	29,402	29,402
Insurance	14,935	15,086	14,885
Board Fee	42,253	42,253	46,511
Utilities	167,873	164,815	155,717
Vehicle	29,400	23,308	24,073
Contracted services	130,000	13,723	68,112
Miscellaneous	187,500	199,630	18,944
Operator fee and operating costs	396,105	387,032	276,039
Disposal permit	18,500	17,538	19,783
Amortization Expense		330,637	326,786
Expenditures Capitalized	155,000	155,336	111,141
Transfer to Reserve fund			250,000
	1,647,915	1,758,534	1,727,398
EXCESS REVENUE (EXPENDITURE)	(222,504)	40,397	129,467
SURPLUS (DEFICIT) BEGINNING	222,504	231,574	102,107
SURPLUS (DEFICIT) ENDING	**$ -**	**$ 271,971**	**$ 231,574**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
OASIS/RIVERVALE SEWER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Accounts receivable	$ 2,534	$ 2,535
Due from general revenue fund	17,065	6,773
Accounts receivable from other governments	-	-
	19,599	9,308
Advance to Oasis/Rivervale Sewer Utility Capital Fund	410	410
	$ **20,009**	$ **9,718**

LIABILITIES

Advance from General Revenue Fund	$ -	$ -

FUND SURPLUS (DEFICIT)

Fund surplus (deficit)	$ 20,009	$ 9,718
	$ **20,009**	$ **9,718**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
OASIS/RIVERVALE SEWER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of services	$ 30,689	$ 30,104	$ 29,816
Transfer from Reserve Fund	-	-	60,000
Conditional transfers from Electoral Area	30,463	30,463	27,357
Conditional transfers from other governments	-	-	-
Transfer from Equity	-	26,262	26,262
	$ 61,152	**$ 86,829**	**$ 143,435**
EXPENDITURE			
Debt charges	$	$	$ -
Insurance	1,015	801	857
Board fee	4,692	4,692	4,946
Utilities	7,613	4,690	5,524
Contracted services	-	-	-
Repair and maintenance	25,725	8,476	19,591
Consultant fees	-	-	-
Capital	-	-	72,046
Miscellaneous	2,436	2,228	2,400
Amortization Expense	-	26,262	26,262
Transfer to CPCP operating fund	24,389	24,389	25,414
Transfer to Reserve fund	5,000	5,000	-
	$ 70,870	**$ 76,538**	**$ 157,040**
EXCESS REVENUE (EXPENDITURE)	$ (9,718)	$ 10,291	$ (13,605)
SURPLUS (DEFICIT) BEGINNING	9,718	9,718	23,323
SURPLUS (DEFICIT) ENDING	**$ -**	**$ 20,009**	**$ 9,718**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
MILL ROAD SANITARY SEWER SERVICE UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Accounts receivable	$ -	$ -
Due from general revenue fund	-	-
Accounts receivable from other governments	-	-
	-	-
Advance to Oasis/Rivervale Sewer Utility Capital Fund	-	-
	$ -	$ -

LIABILITIES

Advance from General Revenue Fund	$ 968	$ 1,936
Deferred Revenue - Mill Road Collection System	139	277

FUND SURPLUS (DEFICIT)

Fund surplus (deficit)	$ (1,107)	$ (2,213)
	$ -	$ -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
MILL ROAD SANITARY SEWER SERVICE UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of services	$ 1,106	$ 1,106	$ 1,108
Transfer from Reserve Fund	-	-	-
Conditional transfers from Electoral Area	-	-	-
Conditional transfers from other governments	-	-	-
Transfer from Equity	-	-	-
	$ 1,106	**$ 1,106**	**$ 1,108**
EXPENDITURE			
Debt charges	$ -	$ -	$ -
Insurance	-	-	-
Board fee	-	-	-
Utilities	-	-	-
Contracted services	-	-	-
Repair and maintenance	-	-	-
Consultant fees	-	-	-
Capital	-	-	-
Miscellaneous	(1,107)	-	-
Amortization Expense	-	-	-
Transfer to CPCP operating fund	-	-	-
Transfer to Reserve fund	-	-	-
	$ (1,107)	**$ -**	**$ -**
EXCESS REVENUE (EXPENDITURE)	$ 2,213	$ 1,106	$ 1,108
SURPLUS (DEFICIT) BEGINNING	(2,213)	(2,213)	(3,321)
SURPLUS (DEFICIT) ENDING	$ -	**$ (1,107)**	**$ (2,213)**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA SEWER TREATMENT UTILITY CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

	2013	2012
SEWER CAPITAL FUND ASSETS		
Capital assets		
Land	$ 57,013	57,013
Buildings	2,976,245	2,976,245
Accumulated Depreciation	(1,858,831)	(1,765,951)
	1,117,414	1,210,294
Machinery & Equipment	2,409,748	2,369,933
Accumulated Depreciation	(1,334,908)	(1,227,506)
	1,074,840	1,142,427
Engineered Structures	6,517,764	6,402,242
Accumulated Depreciation	(5,029,704)	(4,899,348)
	1,488,060	1,502,894
Due From General Revenue Fund	3,373	3,373
TOTAL ASSETS	$ 3,740,700	$ 3,916,001
SEWER CAPITAL FUND LIABILITIES AND EQUITY		
Debenture Debt (Note 6)	$ 272,995	$ 334,810
Temporary Borrowing - MFA	0	0
Lease agreements	-	-
Due to Sewer Utility Revenue Fund	8,350	8,350
Equity in Capital assets	3,459,355	3,572,841
	$ 3,740,700	$ 3,916,001

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
OASIS/RIVERVALE SEWER UTILITY CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

	2013	2012
ASSETS		
Land	$ 0	$ 0
Buildings	24,439	24,439
Accumulated Depreciation	(20,040)	(19,551)
	4,399	4,888
Machinery & Equipment	90,485	90,485
Accumulated Depreciation	(23,242)	(20,840)
	67,243	69,645
Engineered Structures	1,168,592	1,168,592
Accumulated Depreciation	(958,245)	(934,874)
	210,347	233,718
TOTAL ASSETS	$ 281,989	$ 308,251
LIABILITY AND EQUITY		
Payables		
Oasis/Rivervale Sewer Utility Revenue Fund	$ 410	$ 410
Debenture debt (Note 6)		
Issued by Regional District	0	0
Equity in capital assets	281,579	307,841
TOTAL LIABILITY AND EQUITY	$ 281,989	$ 308,251

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BEAVER VALLEY WATER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Accounts Receivable from other governments	$ 35,425	$ 29,507
Municipal Finance Authority debt reserve fund (Note 4)	138,452	136,673
Advance to General Revenue Fund	-	147,452
Due From Beaver Valley Water Utility Capital Fund	236,567	236,567
	$ 410,444	$ 550,199

LIABILITIES

Municipal Finance Authority debt reserve fund (Note 4)	$ 138,451	$ 136,673
Accounts Payable to local government	176,725	356,689
Due to General Revenue Fund	97,611	-
Accrued Interest Payable	18,066	20,147
	$ 430,853	$ 513,509

FUND SURPLUS (DEFICIT)

Fund surplus (deficit)	$ (20,409)	$ 36,690
	$ 410,444	$ 550,199

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BEAVER VALLEY WATER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of services	$ 328,137	$ 321,976	$ 322,199
Grants in lieu of taxes	200	189	193
Transfer From Water Utility Capital			-
Transfer From Reserve Fund	205,000	180,000	100,000
Transfer From Equity		184,067	183,523
Parcel taxes			-
electoral area tax levy	136,350	136,350	136,800
member municipalities	352,350	352,350	352,350
	$ 1,022,037	$ 1,174,932	$ 1,095,065
EXPENDITURE			
Salaries and benefits	$ 39,500	$ 36,867	$ 39,761
Debt charges - principal	120,490	120,490	120,490
Debt charges - interest	131,408	115,763	131,408
Insurance	8,000	7,447	7,450
Board fee	23,293	23,293	20,339
Utitilies	4,700	3,532	3,884
Miscellaneous	55,550	60,171	48,259
Water licence	900	769	546
Purification & treatment	306,600	293,129	334,453
Transmission & Distribution	60,500	76,671	50,677
Pumping	16,250	19,598	13,719
Hydrant Maintenance	16,000	27,160	16,973
Service of supply			-
Repairs and Maintenance	46,570	29,418	45,668
Expenditures Capitalized	212,500	124,600	105,602
Amortization Expense		184,067	183,523
Transfers to reserve fund	8,716	108,716	-
Transfers to local governments	7,750	340	7,729
	$ 1,058,727	$ 1,232,031	$ 1,130,481
EXCESS REVENUE (EXPENDITURE)	$ (36,690)	$ (57,099)	$ (35,416)
SURPLUS (DEFICIT) BEGINNING	36,690	36,690	72,106
SURPLUS (DEFICIT) ENDING	$ -	$ (20,409)	$ 36,690

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA GARDENS WATER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Advance to General Revenue Fund	$ 3,654	$ 19,283
	$ 3,654	$ 19,283

LIABILITIES AND FUND SURPLUS (DEFICIT)

Advance from General Revenue Fund	$ -	$ -
Fund surplus (deficit)	3,654	19,283
	$ 3,654	$ 19,283

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA GARDENS WATER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of Services	$ 6,828	$ 6,884	$ 4,361
Conditional transfers from electoral area tax levy	19,300	19,300	30,066
Other Revenue	10,000	10,000	-
Federal Government Water Improvement Grant	-	-	-
Transfer From Equity	-	52,754	52,489
Transfer From Reserve Fund	-	-	-
Transfer From General Revenue Fund	-	-	
	$ 36,128	$ 88,938	$ 86,916
EXPENDITURE			
Insurance	$ 2,200	$ 2,723	$ 2,140
Board Fee	1,982	1,982	2,061
Utilities	10,150	6,755	8,771
Professional Fees			-
Operations and Maintenance	26,079	22,090	14,283
Interest Expense			-
Capital Expenditure	10,000	13,263	-
Amortization Expense		52,754	52,489
Contribution to Reserve	5,000	5,000	-
	$ 55,411	$ 104,567	$ 79,744
EXCESS REVENUE (EXPENDITURE)	$ (19,283)	$ (15,629)	$ 7,172
SURPLUS (DEFICIT) BEGINNING	19,283	19,283	12,111
SURPLUS (DEFICIT) ENDING	$ -	$ 3,654	$ 19,283

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
RIVERVALE WATER & STREET LIGHTING UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Advance to General Revenue Fund	$ 36,275	$ 34,681
Accounts Receivable - Rivervale Water Users	3,493	2,442
	$ 39,768	$ 37,123

LIABILITIES AND FUND SURPLUS (DEFICIT)

Advance from General Revenue Fund	$ -	$ -
Fund surplus (deficit)	39,768	37,123
	$ 39,768	$ 37,123

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
RIVERVALE WATER & STREET LIGHTING UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of Services	$ 150,683	$ 150,329	$ 142,053
Conditional transfers from electoral area tax levy	-	-	-
Miscellaneous	20,000	-	50
Federal Government Water Improvement Grant	-	-	-
Transfer From Equity	-	5,606	5,606
Transfer From Reserve Fund	-	-	10,000
	$ 170,683	$ 155,935	$ 157,709
EXPENDITURE			
Insurance	$ 800	$ 181	$ 181
Board Fee	7,147	7,147	7,061
Utilities	5,724	5,620	5,070
Professional Fees	20,000	9,325	1,187
Operations and Maintenance	141,135	112,411	105,283
Interest Expense	-	-	-
Capital Expenditure	20,000	-	-
Amortization Expense		5,606	5,606
Contribution to Reserve	13,000	13,000	-
	$ 207,806	$ 153,290	$ 124,388
EXCESS REVENUE (EXPENDITURE)	$ (37,123)	$ 2,645	$ 33,321
SURPLUS (DEFICIT) BEGINNING	37,123	37,123	3,802
SURPLUS (DEFICIT) ENDING	$ -	$ 39,768	$ 37,123

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BEAVER VALLEY WATER UTILITY CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

	2013	2012
ASSETS		
Receivable		
General Revenue Fund	$ 488,452	$ 488,452
General Capital Fund	1,550	1,550
	490,002	490,002
Non Financial Assets		
Land	150,074	150,074
Work in Progress	97,400	-
Buildings	1,030,652	1,030,652
Accumulated Depreciation	(293,377)	(272,764)
	737,275	757,888
Machinery and Equipment	1,130,301	1,130,301
Accumulated Depreciation	(627,095)	(592,548)
	503,206	537,753
Engineered Structures	6,312,048	6,284,847
Accumulated Depreciation	(1,595,636)	(1,466,729)
	4,716,412	4,818,118
	$ 6,694,369	**$ 6,753,835**
LIABILITY AND EQUITY		
Due to Water Utility Revenue Fund	$ 236,567	$ 236,567
Debenture Debt (Note 6)		
Issued by MFA	1,213,897	1,394,653
Equity in Capital Assets	5,243,905	5,122,615
	$ 6,694,369	**$ 6,753,835**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA GARDENS WATER UTILITY CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

	2013	2012
ASSETS		
Non Financial Assets		
Land	$ 5,707	5,707
Buildings	199,174	199,174
Accumulated Depreciation	(26,557)	(19,918)
	172,617	179,256
Machinery & Equipment	328,731	328,731
Accumulated Depreciation	(43,831)	(32,873)
	284,900	295,858
Engineered Structures	1,757,871	1,744,609
Accumulated Depreciation	(164,746)	(129,589)
	1,593,125	1,615,020
Work In Progress	-	-
Advance to General Revenue Fund	1,907	1,907
	$ 2,058,256	**$ 2,097,748**
LIABILITY AND EQUITY		
Temporary Borrowing	$ 0	0
Due to General Revenue	0	0
Equity in Capital Assets	2,058,256	2,097,748
	$ 2,058,256	**$ 2,097,748**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
RIVERVALE WATER & STREET LIGHTING UTILITY - CAPITAL FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

	2013	2012
ASSETS		
Non Financial Assets		
Land	$ 30,200	$ 30,200
Buildings	14,650	14,650
Accumulated Depreciation	(11,008)	(10,520)
	3,642	4,130
Machinery & Equipment	31,271	31,271
Accumulated Depreciation	(7,033)	(4,209)
	24,238	27,062
Engineered Structures	114,715	114,715
Accumulated Depreciation	(47,533)	(45,239)
	67,182	69,476
Advance to General Revenue Fund	-	-
	$ 125,262	**$ 130,868**
LIABILITY AND EQUITY		
Temporary Borrowing	$ -	$ -
Due to General Revenue	-	-
Equity in Capital Assets	125,262	130,868
	$ 125,262	**$ 130,868**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
EAST END TRANSIT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Advance to General Revenue Fund	$ 263,561	$ 267,584
	$ 263,561	$ 267,584

LIABILITIES AND FUND SURPLUS (DEFICIT)

Due to General Revenue Fund	$ -	$ -
Fund Surplus (Deficit)	263,561	267,584
	$ 263,561	$ 267,584

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
EAST END TRANSIT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sales of services	$ 390,693	$ 358,423	$ 340,475
Grants in lieu of taxes	2,500	3,477	3,407
Transfer From Reserves (Gas Tax)	-	-	-
Conditional transfers from electoral area tax levy	312,293	312,293	298,068
Conditional transfers from member municipalities	847,137	847,137	861,362
	$ 1,552,623	**$ 1,521,330**	**$ 1,503,312**
EXPENDITURE			
Contracted services	$ 1,620,701	$ 1,325,846	$ 1,298,878
Board fee	45,891	45,891	45,037
Transfer To Reserves	153,615	153,616	-
Miscellaneous	-	-	-
	$ 1,820,207	**$ 1,525,353**	**$ 1,343,915**
EXCESS REVENUE (EXPENDITURE)	$ (267,584)	$ (4,023)	$ 159,397
SURPLUS (DEFICIT) BEGINNING	267,584	267,584	108,187
SURPLUS (DEFICIT) ENDING	**$ -**	**$ 263,561**	**$ 267,584**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BOUNDARY TRANSIT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2013

ASSETS

	2013	2012
Cash in Bank	$ -	$ -
Accounts Receivable	-	-
Advance to General Revenue Fund	33,681	18,854
	$ 33,681	$ 18,854

LIABILITIES AND FUND SURPLUS (DEFICIT)

Due To General Revenue Fund	$ -	$ -
Fund surplus (deficit)	33,681	18,854
	$ 33,681	$ 18,854

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BOUNDARY TRANSIT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL ACTIVITIES
December 31, 2013

	2013 Budget	2013 Actual	2012 Actual
REVENUE			
Sale of Services	$ 8,802	$ 9,923	$ 9,465
Grants in lieu of taxes	75	71	77
Conditional transfers from electoral area tax levy	23,043	23,043	23,283
Conditional transfers from member municipalities	26,372	26,372	26,132
	$ 58,292	**$ 59,409**	**$ 58,957**
EXPENDITURE			
Contracted services	$ 75,773	$ 43,209	$ 50,091
Board fee	1,373	1,373	1,392
Miscellaneous			-
	$ 77,146	**$ 44,582**	**$ 51,483**
EXCESS REVENUE (EXPENDITURE)	$ (18,854)	$ 14,827	$ 7,474
SURPLUS (DEFICIT) BEGINNING	18,854	18,854	11,380
SURPLUS (DEFICIT) ENDING	**$ -**	**$ 33,681**	**$ 18,854**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
EXPENDITURES PRESENTED BY ECONOMIC OBJECT
December 31, 2013

SCHEDULE 1

REVENUE	**2013 Budget**	**2013 Actual**	**2012 Actual**
From Own Sources:			
Grants in lieu of taxes	$ 1,113,640	$ 1,444,747	$ 1,132,082
Services provided to other governments	438,500	194,165	247,927
Sale of Services	5,042,750	4,627,858	4,621,971
Other revenue	719,196	2,734,748	772,845
Gain on sale of assets	10,000	10,942	
From Other Sources:			259,800
Electoral area tax levy	8,994,862	9,028,302	8,703,302
Member municipalities	9,331,372	9,331,371	9,140,504
Other governments	863,307	839,442	1,376,200
	26,513,627	28,211,575	26,254,631
EXPENDITURE			
Salaries and benefits	$ 9,249,745	$ 8,910,262	$ 8,423,755
Office and supplies	577,062	427,832	388,162
Debt interest charges	575,628	521,766	555,357
Insurance	340,047	291,882	262,891
Director remuneration and expense	507,331	412,180	375,676
Utilities	986,301	834,485	862,373
Professional fees	638,156	481,156	358,168
Equipment rentals	65,231	57,316	34,566
Repair and maintenance	2,381,614	2,263,880	2,027,434
Vehicle	760,295	167,074	260,762
Contracted services	5,962,941	5,288,779	5,112,945
Travel and training	555,057	426,922	352,746
Grants to other programs	1,867,581	1,331,054	1,721,129
Miscellaneous	381,326	379,995	266,713
Transfers to local governments	1,129,751	1,096,309	1,085,878
Amortization Expense	0	2,072,687	1,964,777
	25,978,066	24,963,579	24,053,332
EXCESS REVENUE (EXPENDITURE)	$ 535,561	$ 3,247,996	$ 2,201,299
Fund Balances at Beginning of Year	2,083,270	41,295,510	39,094,211
Fund Balances at End of Year	$ 2,618,831	$ 44,543,506	$ 41,295,510

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COMBINED STATEMENT OF SURPLUS
December 31, 2013

SCHEDULE 2

	General Operating	Sewer	Water Utility	Urban Transit	2013 Total	2012 Total
Balance, beginning of year	$ -514,530	$ 239,079	$ 93,096	$ 286,438	$ 104,083	$ -800,405
Excess revenue (expenditure)	528,165	51,796	(70,083)	10,803	520,681	904,488
	$ 13,635	**$ 290,875**	**$ 23,013**	**$ 297,241**	**$ 624,764**	**$ 104,083**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COMBINED STATEMENT OF EQUITY IN CAPITAL ASSETS
December 31, 2013

SCHEDULE 3

	General Capital Fund	Sewer Capital Fund	Water Capital Fund	2013 Total	2012 Total
Balance, beginning of year	$ 22,831,588	$ 3,880,682	$ 7,351,231	$ 34,063,501	$ 32,683,496
Add:					
Assets acquired					
By gov't grants or transfers from other funds	2,393,149	155,336	137,863	2,686,348	1,845,872
Advances from Member Municipalities	-	-	-	-	-
Advances from Other Funds		-	-	-	105,601
Gain on disposal of assets					259,800
Retirement of debentures from revenue fund	455,661	50,808	120,490	626,959	609,480
Retirement of temporary borrowing	906,717	-	-	906,717	1,013,471
Actuarial adjustment to Debenture Sinking Fund	145,949	11,008	60,267	217,224	181,878
Repayment of lease agreements	544,206	-	-	544,206	513,310
	4,445,682	217,152	318,620	4,981,454	4,529,412
Deduct:					
Loss on disposal of assets	3,693	-	-	3,693	-
Amortization Expense	1,473,360	356,899	242,428	2,072,687	1,964,777
Debentures issued	-	-	-	-	350,000
Increase in temporary borrowing - MFA	-	-	-	-	-
Increase in borrowing - Other Long term Debt				-	-
Advances to Other Funds		-	-	-	246,800
New liabilities under agreement	192,020	-	-	192,020	-
New lease obligation	542,842	-	-	542,842	587,830
	2,211,915	356,899	242,428	2,811,242	3,149,407
Balance, end of year	$ 25,065,355	3,740,935	7,427,423	36,233,713	34,063,501
Equity in capital assets is comprised of the following:					
Financial equity	$ (2,280)	$ (5,387)	$ 255,342	$ 247,675	$ 247,675
Physical equity	25,067,635	3,746,322	7,172,081	35,986,038	33,815,826
	$ 25,065,355	$ 3,740,935	$ 7,427,423	$ 36,233,713	$ 34,063,501

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
SCHEDULE OF DEBENTURE DEBT
FOR THE YEAR ENDED DECEMBER 31, 2013
MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA DEBENTURE ISSUES

SCHEDULE 4

MFA ISSUE NO.	BYLAW NO.	PURPOSE	TERM IN YEARS	DATE OF ISSUE	DATE OF MATURITY	BALANCE OUTSTANDING AT DECEMBER 31, 2012	ISSUED IN 2013	SINKING FUND DEPOSITS IN 2013	ACTUARIAL ADDITIONS IN 2013	BALANCE OUTSTANDING AT DECEMBER 31, 2013	INTEREST PAYMENTS IN 2013	ACCRUED INTEREST IN 2013	TOTAL INTEREST IN 2013
63	903	Village of Midway	20	June 1, 1996	June 1, 2016	91,905	-	9,768	11,555	70,582	9,690	796	10,486
66	981	City of Rossland	25	Novovember 5, 1997	November 5, 2022	340,779	-	13,032	14,061	313,686	29,980	4,600	34,580
68	1001	City of Rossland	25	March 24, 1998	March 24, 2023	1,178,721	-	41,905	41,064	1,095,752	93,000	24,970	117,970
69	1012	McKelvey Creek Refuse Disposal Site	15	Sept 24, 1998	Sept 24, 2013	91,755	-	46,342	45,413	-	42,500	-	42,500
70	1059	City of Grand Forks	20	March 24, 1999	June 1, 2019	90,444	-	6,495	4,774	79,175	6,172	507	6,679
71	1053	Central Sub Region Waste Management	15	October 7, 1999	Dec 1, 2014	97,900	-	27,394	20,472	50,034	17,325	1,424	18,749
72	1053	Central Sub Region Waste Management	15	Aug 14, 2000	June 1, 2015	65,155	-	12,452	8,318	44,385	7,875	647	8,522
74	1143	City of Trail	25	April 4, 2001	June 1, 2026	526,750	-	15,714	11,163	499,873	22,875	1,880	24,755
75	1156	City of Greenwood	20	October 2, 2001	Dec 1, 2021	86,978	-	4,612	3,276	79,090	4,651	382	5,033
77	1162	City of Trail	25	April 9, 2002	June 1, 2027	1,988,448	-	56,572	35,577	1,896,299	82,350	6,768	89,118
79	1200	Beaver Valley Water Supply Utility	15	March 31, 2003	Dec 3, 2012	391,203	-	37,074	20,440	333,689	30,384	1,289	31,653
81	1207	Village of Midway	20	April 22, 2004	April 22, 2024	117,350	-	4,990	2,383	109,977	8,019	1,538	9,557
81	1218	Beaver Valley Water Supply Utility	15	April 22, 2004	April 22, 2019	1,003,450	-	83,416	39,827	880,207	87,480	16,777	104,257
85	1230	Regional Waste Management	10	October 25, 2004	Dec 2, 2014	182,541	-	53,666	25,623	83,252	33,581	2,668	36,249
95	1276	Village of Midway	20	October 13, 2005	October 13, 2025	121,383	-	5,548	1,753	114,082	6,889	1,491	8,380
95	1281	City of Trail	20	October 13, 2005	October 13, 2025	1,578,268	-	72,134	22,789	1,483,345	89,572	19,387	108,959
95	1282	Regional Waste Management	10	October 13, 2005	October 13, 2015	273,715	-	66,633	21,051	186,031	33,360	7,220	40,580
102	1343	Regional Waste Management	10	November 2, 2007	December 13, 2017	337,555	-	51,224	11,098	275,233	29,643	2,436	32,079
102	1342	Columbia Pollution Control Plant	20	November 2, 2007	December 13, 2027	334,810	-	50,807	11,008	272,995	29,402	2,417	31,819
104	1383	Village of Montrose	5	Novermber 20, 2008	November 20, 2013	31,318	-	26,771	4,547	-	6,308	-	6,308
104	1388	City of Trail	20	Novermber 20, 2008	November 20, 2028	1,457,574	-	57,089	9,697	1,390,788	87,550	9,834	97,384
104	1384	Grand Forks Aquatic Centre	20	Novermber 20, 2008	November 20, 2028	1,286,094	-	50,373	8,556	1,227,165	77,250	8,677	85,927

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
SCHEDULE OF DEBENTURE DEBT
FOR THE YEAR ENDED DECEMBER 31, 2013
MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA DEBENTURE ISSUES

SCHEDULE 4

MFA ISSUE NO.	BYLAW NO.	PURPOSE	TERM IN YEARS	DATE OF ISSUE	DATE OF MATURITY	BALANCE OUTSTANDING AT DECEMBER 31, 2012	ISSUED IN 2013	SINKING FUND DEPOSITS IN 2013	ACTUARIAL ADDITIONS IN 2013	BALANCE OUTSTANDING AT DECEMBER 31, 2013	INTEREST PAYMENTS IN 2013	ACCRUED INTEREST IN 2013	TOTAL INTEREST IN 2013
106	1863	City of Grand Forks	10	October 13, 2009	October 13, 2019	369,999	-	41,645	5,200	323,154	20,650	4,469	25,119
106	812	City of Greenwood	10	October 13, 2009	October 13, 2019	96,200	-	10,828	1,352	84,020	5,369	1,162	6,531
110	1420	Greenwood Fire Service	25	April 8, 2010	April 8, 2032	204,468	-	5,163	421	199,884	9,675	2,227	11,902
112	1887	City of Grand Forks	15	October 2, 2010	October 2, 2025	62,888	-	3,496	285	59,087	2,811	615	3,226
112	728	Village of Warfield	15	October 2, 2010	October 2, 2025	1,347,180	-	74,912	6,113	1,266,155	55,950	13,183	69,133
116	1421	Regional Waste Management	10	April 4, 2011	April 4, 2021	1,375,064	-	124,936	4,997	1,245,131	63,000	15,189	78,189
117	2344	City of Rossland	20	October 12, 2011	October 12, 2031	1,404,544	-	48,806	1,952	1,353,786	47,234	10,353	57,587
118	1449	Christina Lake Fire Service	15	April 11, 2012	April 11, 2027	350,000	-	17,479	-	332,521	11,900	2,641	14,541
126	1873	City of Grand Forks	20	September 26, 2013	September 26, 2033	-	1,756,920	-	-	1,756,920	-	17,938	17,938
126	2716	City of Trail	20	September 26, 2013	September 26, 2033	-	2,482,200	-	-	2,482,200	-	25,343	25,343
TOTAL MFA DEBENTURE ISSUES						16,864,419	4,239,120	1,121,276	394,755	19,587,498	1,052,225	208,828	1,261,053

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS

For the Year Ended December 31, 2013

SCHEDULE 5

	Land	Building	Machinery & Equipment	Land Improvements	Work In Progress	Engineered Structures: Water	Engineered Structures: Sewer	Engineered Structures: Work In Progress	2013 Total	2012 Total
COST										
Opening Balance	$ 5,625,825	$ 24,961,202	$ 20,673,861	$ 4,274,116	$ 45,222	$ 8,144,171	$ 7,570,834	$ -	$ 71,295,231	$ 69,649,079
Add: Additons	92,100	557,981	1,450,006	195,411	234,867	40,462	115,522	-	2,686,349	1,951,473
Less: Disposals or Write-downs	-	-	259,081	-	-	-		-	259,081	305,321
Closing Balance	5,717,925	25,519,183	21,864,786	4,469,527	280,089	8,184,633	7,686,356	-	73,722,499	71,295,231
ACCUMULATED AMORTIZATION										
Opening Balance	-	8,175,090	11,443,528	1,261,356	-	1,641,557	5,834,222	-	28,355,753	26,693,097
Add: Additions	-	-	-	-	-	-	-	-	-	-
Add: Amortization	-	632,948	994,902	124,752	-	166,358	153,727	-	2,072,687	1,964,777
Less: Acc. Amortization on Disposals	-	-	255,388	-	-	-	-	-	255,388	302,121
Closing Balance	-	8,808,038	12,183,042	1,386,108	-	1,807,915	5,987,949	-	30,173,052	28,355,753
		8,808,038	12,183,042	1,386,108		1,807,915	5,987,949			
		-	-	-		-	-			
Net Book Value for year ended December 31, 2013	$ 5,717,925	$ 16,711,145	$ 9,681,744	$ 3,083,419	$ 280,089	$ 6,376,718	$ 1,698,407	$ -	$ 43,549,447	
Net Book Value,year ended December 31, 2012	$ 5,625,825	$ 16,786,112	$ 9,230,333	$ 3,012,760	$ 45,222	$ 6,502,614	$ 1,736,612	$ -		$ 42,939,478

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget General Government Services 001	2013 Actual General Government Services 001
REVENUE			
1	Grants in lieu of taxes	$ 1,088,288	$ 1,401,897
2	Services provided to other governments	12,000	12,000
3	Sale of services	59,868	59,684
	Proceeds from sale of assets	-	-
4	Other revenue	207,570	227,007
	Transfers from:		
5	electoral area tax levy	455,341	455,341
6	member municipalities	486,475	486,476
7	other governments	201,291	216,292
8	reserve fund	30,000	32,823
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	61,923
		$ 2,540,833	$ 2,953,443
EXPENDITURE			
11	Salaries and benefits	$ 1,080,917	$ 1,050,748
12	Office and supplies	75,581	72,892
13	Debt charges - principal	751,156	751,146
14	Debt charges - interest	67,087	47,161
15	Debt charges - lease	-	
16	Insurance	124,391	94,956
17	Director remuneration and expense	376,284	290,395
18	Board fee	(605,049)	(607,221)
19	Utilities	19,000	10,582
20	Professional fees	433,731	436,392
21	Equipment rentals	35,318	38,434
22	Repair and maintenance	142,144	131,100
23	Vehicle	28,300	13,364
24	Contracted services	12,118	7,725
25	Travel and training	30,675	34,891
26	Grants to other programs	10,000	10,000
27	Miscellaneous	38,440	53,648
28	Expenditures capitalized	30,000	-
	Amortization expense	-	61,923
	Transfers to:		
29	Reserve fund	63,000	172,364
30	local governments	-	-
		$ 2,713,093	$ 2,670,500
EXCESS REVENUE (EXPENDITURE)		(172,260)	282,943
SURPLUS (DEFICIT) BEGINNING OF YEAR		172,260	169,608
SURPLUS (DEFICIT) END OF YEAR		$ -	$ 452,551

2013 Budget Electoral Area Administration 002	2013 Actual Electoral Area Administration 002	2013 Budget Electoral Area Grant-in Aid 003	2013 Actual Electoral Area Grant-in Aid 003	2013 Budget Building and Plumbing Inspection 004	2013 Actual Building and Plumbing Inspection 004	
$ 100	$ 256	$ -	$ -	$ 1,500	$ 1,678	1
350,000	105,659	-	-	-	-	2
-	-	-	-	102,500	100,795	3
-	-	-	-	500	9,300	4
168,306	168,306	243,194	243,194	428,317	408,422	5
-	-	-	-	372,234	372,233	6
40,000	130,000	-	-	-	-	7
-	-	-	-	92,000	69,895	8
-	-	-	-	-	-	9
-	-	-	-	-	40,869	10
$ 558,406	**$ 404,221**	**$ 243,194**	**$ 243,194**	**$ 997,051**	**$ 1,003,192**	
$ -	$ -	$ -	$ -	$ 801,903	$ 783,989	11
10,500	39	-	-	20,500	7,275	12
-	-	-	-	-	-	13
-	-	-	-	-	-	14
-	-	-	-	-	-	15
-	-	-	-	-	-	16
131,047	121,785	-	-	-	-	17
17,532	17,532	8,394	8,394	24,776	24,776	18
-	-	-	-	16,750	13,447	19
-	-	-	-	5,000	735	20
-	-	-	-	3,500	-	21
-	-	-	-	104,952	82,194	22
19,691	19,691	-	-	48,950	26,720	23
100,000	86,966	-	-	-	-	24
62,442	45,818	-	-	27,250	13,094	25
250,000	125,697	270,747	203,469	-	-	26
-	-	-	-	-	-	27
-	-	-	-	42,000	-	28
					40,869	
-	-	-	-	1,710	1,710	29
-	-	-	-	-	-	30
$ 591,212	**$ 417,528**	**$ 279,141**	**$ 211,863**	**$ 1,097,291**	**$ 994,809**	
(32,806)	(13,307)	(35,947)	31,331	(100,240)	8,383	
32,806	32,806	35,947	35,946	100,240	109,310	
$ -	**$ 19,499**	**$ -**	**$ 67,277**	**$ -**	**$ 117,693**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Planning and Development 005	2013 Actual Planning and Development 005
REVENUE			
1	Grants in lieu of taxes	$ 750	$ 1,359
2	Services provided to other governments	-	-
3	Sale of services	29,703	27,720
	Proceeds from sale of assets		
4	Other revenue	1,000	-
	Transfers from:		
5	electoral area tax levy	598,701	598,701
6	member municipalities	96,315	96,315
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	28,461
		$ **726,469**	$ **752,556**
EXPENDITURE			
11	Salaries and benefits	$ 558,622	$ 544,159
12	Office and supplies	23,950	16,962
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	42,112	42,112
19	Utilities	-	-
20	Professional fees	10,000	6,351
21	Equipment rentals	-	-
22	Repair and maintenance	55,440	56,837
23	Vehicle	12,623	12,623
24	Contracted services	38,600	34,862
25	Travel and training	10,000	9,082
26	Grants to other programs	-	-
27	Miscellaneous	-	-
28	Expenditures capitalized	-	-
	Amortization expense		28,461
	Transfers to:		
29	Reserve fund	6,795	6,795
30	local governments	-	-
		$ **758,142**	$ **758,244**
EXCESS REVENUE (EXPENDITURE)		(31,673)	(5,688)
SURPLUS (DEFICIT) BEGINNING OF YEAR		31,673	32,228
SURPLUS (DEFICIT) END OF YEAR		$ -	$ **26,540**

2013 Budget Feasibility Studies 006	2013 Actual Feasibility Studies 006	2013 Budget Police Based Victims' Services 009	2013 Actual Police Based Victims' Services 009	2013 Budget Area C Economic Dev. 077	2013 Actual Area C Economic Dev. 077	
$ 100	$ 150	$ 200	$ 497	$	$	1
-	-	-	-			2
-	-	-	-			3
9,443	9,960	-	-			4
13,294	13,294	13,454	13,454	30,000	30,000	5
14,202	14,202	36,499	36,499			6
-	-	47,832	47,832			7
-	-	5,900	5,900			8
-	-	-	-	-		9
-	-	-	-	-	-	10
$ 37,039	**$ 37,606**	**$ 103,885**	**$ 104,182**	**$ 30,000**	**$ 30,000**	
$ -	$ -	$ 101,196	$ 102,558	$	$	11
-	-	2,450	831	28,727	23,246	12
-	-	-	-			13
-	-	-	-			14
-	-	-	-			15
-	-	-	-			16
-	-	-	-			17
1,423	1,423	1,273	1,273	1,273	1,273	18
-	-	1,300	1,108			19
-	-	-	-			20
-	-	-	-			21
-	-	-	-			22
-	-	-	-			23
-	-	-	-			24
-	-	5,500	1,243			25
-	-	-	-			26
60,000	16,933	-	-			27
-	-	-	-			28
-	-	-	-	-	-	29
-	-	-	-	-	-	30
$ 61,423	**$ 18,356**	**$ 111,719**	**$ 107,013**	**$ 30,000**	**$ 24,519**	
(24,384)	19,250	(7,834)	(2,831)	-	5,481	
24,384	24,384	7,834	7,834	-	-	
$ -	**$ 43,634**	**$ -**	**$ 5,003**	**$ -**	**$ 5,481**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Solid Waste Management 010	2013 Actual Solid Waste Management 010
REVENUE			
1	Grants in lieu of taxes	$ 2,000	$ 6,060
2	Services provided to other governments	-	-
3	Sale of services	2,625,000	2,257,011
	Proceeds from sale of assets		
4	Other revenue	1,000	29,150
	Transfers from:		
5	electoral area tax levy	606,970	606,971
6	member municipalities	648,474	648,473
7	other governments	-	-
8	reserve fund	1,076,000	61,824
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	277,493
		$ 4,959,444	**$ 3,886,982**
EXPENDITURE			
11	Salaries and benefits	$ 1,013,121	$ 1,039,889
12	Office and supplies	80,764	59,363
13	Debt charges - principal	382,648	382,647
14	Debt charges - interest	227,287	215,873
15	Debt charges - lease	-	-
16	Insurance	16,418	18,587
17	Director remuneration and expense	-	-
18	Board fee	47,918	47,918
19	Utilities	39,912	39,098
20	Professional fees	147,000	16,500
21	Equipment rentals	19,308	10,407
22	Repair and maintenance	248,182	270,736
23	Vehicle	-	-
24	Contracted services	1,481,423	1,448,225
25	Travel and training	69,252	40,681
26	Grants to other programs	-	-
27	Miscellaneous	-	14,117
28	Expenditures capitalized	1,000,000	39,482
	Amortization expense		277,493
	Transfers to:		
29	Reserve fund	316,371	316,371
30	local governments	-	-
		$ 5,089,604	**$ 4,237,387**
EXCESS REVENUE (EXPENDITURE) BEFORE LANDFILL CLOSURE COST PROVISION		(130,160)	(350,405)
	Provision for Landfill Closure Cost Provision		66,647
SURPLUS (DEFICIT) BEGINNING OF YEAR		130,160	(1,620,363)
SURPLUS (DEFICIT) END OF YEAR		$ -	$ (2,037,415)

2013 Budget Emergency Preparedness 012	2013 Actual Emergency Preparedness 012	2013 Budget 9-1-1 Emergency Communications 015	2013 Actual 9-1-1 Emergency Communications 015	2013 Budget Greater Trail Community Centre 018	2013 Actual Greater Trail Community Centre 018	
$ 250	$ 1,027	$ 750	$ 2,077	$ 300	$ 2,481	1
-	-	-	-	-	-	2
-	-	-	-	613,569	577,788	3
-	-	-	-	436,379	310,058	4
135,590	135,590	164,370	164,370	191,343	191,343	5
119,990	119,990	175,609	175,609	519,044	519,044	6
100,000	(111,655)	376,434	376,434	-	-	7
-	-	75,000	50,200	-	-	8
-	-	-	-	-	-	9
-	35,601	-	41,441	-	121,154	10
$ 355,830	**$ 180,553**	**$ 792,163**	**$ 810,131**	**$ 1,760,635**	**$ 1,721,868**	
$ 141,144	$ 141,158	$ 321,313	$ 321,313	$ 482,117	$ 498,539	11
5,530	572	2,000	-	17,225	15,841	12
-	-	-	-	87,000	87,000	13
-	-	-	-	6,200	2,125	14
-	-	-	-	-	-	15
-	-	1,817	1,443	25,359	24,980	16
-	-	-	-	-	-	17
4,979	4,979	15,338	15,338	28,770	15,968	18
15,083	10,351	96,425	99,495	148,103	106,656	19
5,000	95	5,000	250	-	-	20
-	-	-	-	-	-	21
54,548	46,577	86,742	42,245	82,950	170,545	22
4,212	1,700	-	-	18,418	13,303	23
17,300	15,300	193,895	219,297	237,423	213,402	24
11,060	3,633	5,500	1,117	2,030	-	25
123,000	(83,485)	-	-	504,023	376,959	26
-	-	-	-	15,059	15,059	27
-	-	60,000	74,276	153,669	66,491	28
	35,601		41,441	-	121,288	
6,000	6,000	10,000	10,000	-	-	29
-	-	-	-	-	-	30
$ 387,856	**182,481**	**$ 798,030**	**826,215**	**$ 1,808,346**	**$ 1,728,156**	
(32,026)	(1,928)	(5,867)	(16,084)	(47,711)	(6,288)	
32,026	32,026	5,867	5,867	47,711	(2,047)	
$ -	**$ 30,098**	**$ -**	**$ (10,217)**	**$ -**	**$ (8,335)**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Beaver Valley Arena 020-011	2013 Actual Beaver Valley Arena 020-011
REVENUE			
1	Grants in lieu of taxes	$ 200	$ -
2	Services provided to other governments	-	-
3	Sale of services	154,688	158,522
	Proceeds from sale of assets		
4	Other revenue	2,030	6,864
	Transfers from:		
5	electoral area tax levy	219,032	219,033
6	member municipalities	108,146	108,146
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	34,653
		$ **484,096**	$ **527,218**
EXPENDITURE			
11	Salaries and benefits	$ 268,451	$ 249,261
12	Office and supplies	41,108	31,715
13	Debt charges - principal	-	
14	Debt charges - interest	-	
15	Debt charges - lease		
16	Insurance	10,983	10,881
17	Director remuneration and expense	-	
18	Board fee	11,903	11,903
19	Utilities	88,712	74,465
20	Professional fees	-	
21	Equipment rentals	-	
22	Repair and maintenance	122,036	73,562
23	Vehicle	17,105	6,199
24	Contracted services	14,008	11,191
25	Travel and training	2,030	1,093
26	Grants to other programs	-	
27	Miscellaneous	-	
28	Expenditures capitalized	-	
	Amortization expense	-	34,783
	Transfers to:		
29	Reserve fund	-	-
30	local governments	-	-
		$ **576,336**	$ **505,053**
EXCESS REVENUE (EXPENDITURE)		(92,240)	22,165
SURPLUS (DEFICIT) BEGINNING OF YEAR		92,240	110,390
SURPLUS (DEFICIT) END OF YEAR		$ -	$ **132,555**

2013 Budget Beaver Valley Recreation 020-013	2013 Actual Beaver Valley Recreation 020-013	2013 Budget Area 'B' Parks & Trails 014	2013 Actual Area 'B' Parks & Trails 014	
$ -	$ -	$ 200	$ 482	$ 1
-	-	-	-	2
40,093	30,626	-	-	3
2,117	4,024	-	-	4
119,392	119,392	233,820	233,820	5
58,950	58,950	-	-	6
-	-	-	-	7
-	-	20,000	30,000	8
-	-	-	-	9
-	-	-	16,671	10
$ 220,552	**$ 212,992**	**$ 254,020**	**$ 280,973**	$
$ 131,212	$ 108,099	$ -	$ -	$ 11
20,199	20,142	508	-	12
-	-	-	-	13
-	-	3,600	3,038	14
-	-	-	-	15
-	-	-	-	16
-	-	-	-	17
10,948	10,948	10,948	10,948	18
3,756	5,226	750	547	19
-	-	-	-	20
-	-	-	-	21
62,910	42,900	-	-	22
4,365	3,786	-	-	23
-	-	-	-	24
2,030		-	-	25
-	-	236,673	250,490	26
-	-	-	-	27
-	-	-	-	28
-	-	-	16,671	
-	-	5,000	5,000	29
-	-	-	-	30
$ 235,420	**$ 191,101**	**$ 257,479**	**$ 286,694**	$
(14,868)	21,891	(3,459)	(5,721)	
14,868	14,868	3,459	3,457	
$ -	**$ 36,759**	**$ -**	**$ (2,264)**	$

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6		2013 Budget Recreation Commission Grand Forks & Electoral Area 'D' 021	2013 Actual Recreation Commission Grand Forks & Electoral Area 'D' 021
REVENUE			
1	Grants in lieu of taxes	$ -	$ 416
2	Services provided to other governments	-	-
3	Sale of services	67,410	61,859
	Proceeds from sale of assets		
4	Other revenue	-	2,750
	Transfers from:		
5	electoral area tax levy	159,810	159,810
6	member municipalities	220,274	220,274
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	742
		$ **447,494**	$ **445,851**
EXPENDITURE			
11	Salaries and benefits	$ 373,707	$ 380,593
12	Office and supplies	32,719	25,686
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	10,948	10,948
19	Utilities	7,500	7,100
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	9,050	7,694
23	Vehicle	4,060	3,842
24	Contracted services	-	-
25	Travel and training	10,000	7,552
26	Grants to other programs	-	-
27	Miscellaneous	-	-
28	Expenditures capitalized	-	-
	Amortization expense		742
	Transfers to:		
29	Reserve fund	632	632
30	local governments	-	-
		$ **448,616**	$ **444,789**
EXCESS REVENUE (EXPENDITURE)		(1,122)	1,062
SURPLUS (DEFICIT) BEGINNING OF YEAR		1,122	1,122
SURPLUS (DEFICIT) END OF YEAR		$ **-**	$ **2,184**

2013 Budget Recreation Commission Greenwood Midway & Area 'E' 022	2013 Actual Recreation Commission Greenwood Midway & Area 'E' 022	2013 Budget Recreation Commission Electoral Area 'C' Christina Lake 023	2013 Actual Recreation Commission Electoral Area 'C' Christina Lake 023	2013 Budget Recreation Facilities Electoral Area 'C' Christina Lake 024	2013 Actual Recreation Facilities Electoral Area 'C' Christina Lake 024	
$ -	$ 7	$ 25	$ 233	$ -	$ -	1
-	-		-	-	-	2
-	-	13,615	12,377	-	-	3
-	-	2,000	4,243	-	-	4
27,945	27,945	42,903	42,903	40,000	40,000	5
14,338	14,338	-	-	-	-	6
-	-	-	-	-	-	7
-	-	-	-	-	-	8
-	-	-	-	-	-	9
-	-	-	-	-	3,520	10
$ 42,283	**$ 42,290**	**$ 58,543**	**$ 59,756**	**$ 40,000**	**$ 43,520**	
$ -	$ -	$ 10,500	$ 12,739	$ -	$ -	11
16,000	15,970	14,350	13,077	-	-	12
-	-	-	-	14,000	14,000	13
-	-	-	-	700	140	14
-	-	-	-	-	-	15
-	-	-	-	-	-	16
-	-	-	-	-	-	17
1,273	1,273	1,273	1,273	1,273	1,273	18
-	-	-	-	-	-	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
-	-	-	-	-	-	22
-	-	1,000	1,260	-	-	23
-	-	30,200	30,200	-	-	24
-	-	1,000	371	-	-	25
7,500	7,600	-	-	35,346	30,004	26
-	-	-	-	-	-	27
-	-	-	-	-	-	28
				-	3,520	
-	-	4,000	4,000	-	-	29
17,510	17,510	-	-	-	-	30
$ 42,283	**$ 42,353**	**$ 62,323**	**$ 62,920**	**$ 51,319**	**$ 48,937**	
-	(63)	(3,780)	(3,164)	(11,319)	(5,417)	
-	345	3,780	3,780	11,319	11,319	
$ -	**$ 282**	**$ -**	**$ 616**	**$ -**	**$ 5,902**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Grand Forks & District Arena 030	2013 Actual Grand Forks & District Arena 030
REVENUE			
1	Grants in lieu of taxes	$ -	$ 556
2	Services provided to other governments	-	-
3	Sale of services	124,240	124,433
	Proceeds from sale of assets		
4	Other revenue	5,500	1,843
	Transfers from:		
5	electoral area tax levy	129,426	129,426
6	member municipalities	275,029	275,029
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	72,383
	debenture issue	-	-
10	equity account	-	85,276
		$ 534,195	**$ 688,946**
EXPENDITURE			
11	Salaries and benefits	$ 272,652	$ 258,265
12	Office and supplies	6,090	5,547
13	Debt charges - principal	-	-
14	Debt charges - interest	-	55
15	Debt charges - lease	-	-
16	Insurance	11,347	10,771
17	Director remuneration and expense	-	-
18	Board fee	10,613	10,613
19	Utilities	82,500	66,636
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	142,681	180,700
23	Vehicle	-	-
24	Contracted services	17,000	7,963
25	Travel and training	-	-
26	Grants to other programs	-	-
27	Miscellaneous	-	-
28	Expenditures capitalized	17,500	-
	Amortization expense	-	85,276
	Transfers to:		
29	Reserve fund	25,711	25,711
30	local governments	-	-
		$ 586,094	**$ 651,537**
EXCESS REVENUE (EXPENDITURE)		(51,899)	37,409
SURPLUS (DEFICIT) BEGINNING OF YEAR		51,899	38,899
SURPLUS (DEFICIT) END OF YEAR		**$ -**	**$ 76,308**

2013 Budget Grand Forks & District Curling Rink 031	2013 Actual Grand Forks & District Curling Rink 031	2013 Budget Grand Forks & District Aquatic Facility 040	2013 Actual Grand Forks & District Aquatic Facility 040	2013 Budget Regional Fire Protection East End 050	2013 Actual Regional Fire Protection East End 050	
$ 100	$ 92	$ -	$ 694	$ 10,000	$ 9,580	1
-	-	-	-	327,813	334,819	2
2,500	-	144,500	134,276	149,794	148,610	3
				10,000	10,942	
37,500	24,674	-	12,804	1,000		4
22,758	22,758	234,443	234,443	825,283	825,283	5
12,242	12,242	323,144	323,144	2,238,694	2,238,693	6
-	-	-	-	-	-	7
10,888	10,888	15,000	15,000	179,267	179,267	8
-	-	-	119,637	-	-	9
		-	-	-	-	
-	25,933	-	61,021	-	303,833	10
$ 85,988	**$ 96,587**	**$ 717,087**	**$ 901,019**	**$ 3,741,851**	**$ 4,051,027**	
$ -	$ -	$ 334,752	$ 303,533	$ 2,427,316	$ 2,257,505	11
-	-	12,000	10,225	39,445	16,778	12
-	-	50,373	50,373	-	-	13
-	-	77,250	77,340	-	-	14
-	-	-	-	-	-	15
4,735	4,391	7,460	6,227	51,080	56,271	16
-	-	-	-	-	-	17
2,113	2,113	14,658	14,658	105,490	105,490	18
-	-	120,300	92,317	92,114	84,749	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
17,000	11,438	72,465	170,529	364,224	229,997	22
-	-	-	-	491,363	505,617	23
-	-	18,500	11,940	-	-	24
-	-	-	-	228,600	198,886	25
-	-	-	-	-	-	26
-	-	-	-	-	-	27
60,000	51,975	-	-	-	-	28
-	25,933		61,021		303,833	
-	-	237	237	64,035	67,332	29
-	-	-	-	72,011	71,189	30
$ 83,848	**$ 95,850**	**$ 707,995**	**$ 798,400**	**$ 3,935,678**	**$ 3,897,647**	
2,140	737	9,092	102,619	(193,827)	153,380	
(2,140)	(2,140)	(9,092)	(9,092)	193,827	(15,688)	
$ -	**$ (1,403)**	**$ -**	**$ 93,527**	**$ -**	**$ 137,692**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Christina Lake Fire Protection 051	2013 Actual Christina Lake Fire Protection 051	2013 Budget Grand Forks Rural Fire Protection 57	2013 Actual Grand Forks Rural Fire Protection 57
REVENUE					
1	Grants in lieu of taxes	$ 200	$ 1,813	$ -	$ -
2	Services provided to other governments	-	-	-	-
3	Sale of services	-	-	-	-
	Proceeds from sale of assets				
4	Other revenue	100	9,457	-	1,755,779
	Transfers from:			-	
5	electoral area tax levy	249,358	249,358	-	53,333
6	member municipalities	-	-	-	-
7	other governments	-	-	-	-
8	reserve fund	-	-	-	-
9	capital fund	-	-	-	-
	debenture issue	-	-	-	-
10	equity account	-	50,158	-	74,934
		$ 249,658	$ 310,786	$ -	$ 1,884,046
EXPENDITURE					
11	Salaries and benefits	$ 72,118	$ 60,834	$	$ -
12	Office and supplies	31,866	23,536		-
13	Debt charges - principal	17,480	17,479		-
14	Debt charges - interest	11,900	11,900		-
15	Debt charges - lease	-	-		-
16	Insurance	36,908	19,251		1,132
17	Director remuneration and expense	-	-		-
18	Board fee	13,035	13,035		2,171
19	Utilities	15,252	13,678		-
20	Professional fees	-	-		-
21	Equipment rentals	-	-		-
22	Repair and maintenance	20,525	17,887		-
23	Vehicle	41,396	43,226		-
24	Contracted services	-	-		(4,831)
25	Travel and training	35,525	37,853		-
26	Grants to other programs	-	-		-
27	Miscellaneous	10,150	6,099		-
28	Expenditures capitalized	-	-		1,213,913
	Amortization expense	-	50,158		74,934
	Transfers to:				
29	Reserve fund	15,000	15,000		222,565
30	local governments	-	-	-	-
		$ 321,155	$ 329,936	$ -	$ 1,509,884
EXCESS REVENUE (EXPENDITURE)		(71,497)	(19,150)	-	374,162
SURPLUS (DEFICIT) BEGINNING OF YEAR		71,497	71,498		
SURPLUS (DEFICIT) END OF YEAR		$ -	$ 52,348	$ -	$ 374,162

2013 Budget Greenwood Rural Fire Service 056	2013 Actual Greenwood Rural Fire Service 056	2013 Budget Beaverdell Fire Service 053	2013 Actual Beaverdell Fire Service 053	2013 Budget Big White Fire Service 054	2013 Actual Big White Fire Service 054	
$ -	$ -	$ -	$ -	$ -	$ 25	1
-	-	-	-	-	-	2
-	-	-	-	-	-	3
-	-	-	-	-	-	
-	-	7,500	7,507	5,000	12,085	4
18,273	18,273	43,382	43,382	804,078	804,078	5
-	-	-	-	-	-	6
-	-	-	-	-	-	7
-	-	-	-	245,000	30,000	8
-	-	-	-	-	-	9
-	-	-	10,860	-	69,752	10
$ 18,273	**$ 18,273**	**$ 50,882**	**$ 61,749**	**$ 1,054,078**	**$ 915,940**	
$ -	$ -	$ 2,000	$ 502	$ 454,102	$ 443,979	11
-	-	6,550	3,891	20,200	11,553	12
-	-	5,163	5,163	-	-	13
-	-	9,675	9,675	-	-	14
-	-	-	-	-	-	15
-	-	6,936	5,783	4,441	1,587	16
-	-	-	-	-	-	17
1,273	1,273	1,273	1,274	12,240	12,240	18
-	-	-	-	37,570	23,277	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
-	-	4,500	3,751	123,290	85,713	22
-	-	3,000	1,225	79,902	61,055	23
17,500	17,500	-	-	7,765	-	24
-	-	6,500	2,452	37,603	25,974	25
-	-	-	-	-	-	26
-	-	2,000	-	10,000	-	27
-	-	3,000	-	245,000	30,000	28
		-	10,860	-	69,752	
-	-	-	-	50,000	50,000	29
-	-	-	-	101,640	90,419	30
$ 18,773	**$ 18,773**	**$ 50,597**	**$ 44,576**	**$ 1,183,753**	**$ 905,549**	
(500)	(500)	285	17,173	(129,675)	10,391	
500	500	(285)	(285)	129,675	138,745	
$ -	**$ -**	**$ -**	**$ 16,888**	**$ -**	**$ 149,136**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Midway/Beaverdell Emergency Response Area 'E' 055	2013 Actual Midway/Beaverdell Emergency Response Area 'E' 055
REVENUE			
1	Grants in lieu of taxes	$ -	$ -
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	-	-
	Transfers from:		
5	electoral area tax levy	6,000	6,000
6	member municipalities	6,000	6,000
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	-
		$ 12,000	$ 12,000
EXPENDITURE			
11	Salaries and benefits	$ -	$ -
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	-	-
19	Utilities	-	-
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	-	-
23	Vehicle	-	-
24	Contracted services	12,000	12,000
25	Travel and training	-	-
26	Grants to other programs	-	-
27	Miscellaneous	-	4,838
28	Expenditures capitalized	-	-
	Amortization expense		
	Transfers to:		
29	Reserve fund	-	-
30	local governments	-	-
		$ 12,000	$ 16,838
EXCESS REVENUE (EXPENDITURE)		-	(4,838)
SURPLUS (DEFICIT) BEGINNING OF YEAR		-	-
SURPLUS (DEFICIT) END OF YEAR		$ -	$ (4,838)

2013 Budget Refuse Collection Big White 064	2013 Actual Refuse Collection Big White 064	2013 Budget Animal Control East End 070	2013 Actual Animal Control East End 070	2013 Budget Animal Control Boundary 071	2013 Actual Animal Control Boundary 071	
$ -	$ 5	$ 152	$ 184	$ 102	$ 281	1
-	-	-	-	-	-	2
-	-	1,750	1,884	8,120	12,983	3
-	-	-	-	-	-	4
149,052	149,052	22,572	22,572	75,264	75,264	5
-	-	67,717	67,717	44,954	44,954	6
-	-	-	-	-	-	7
-	-	-	-	-	-	8
-	-	-	-	-	-	9
-	-	-	-	-	5,804	10
$ 149,052	**$ 149,057**	**$ 92,191**	**$ 92,357**	**$ 128,440**	**$ 139,286**	
$ 13,635	$ 6,679	$ -	$ -	$ -	$ -	11
-	-	300	962	2,000	690	12
-	-	-	-	18,071	18,071	13
-	-	-	-	8,929	8,929	14
-	-	-	-	-	-	15
797	674	-	-	500	-	16
-	-	-	-	-	-	17
4,943	4,943	3,839	3,838	3,839	3,840	18
2,436	1,333	-	-	-	-	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
17,000	17,352	-	-	7,750	6,814	22
-	-	-	-	-	-	23
166,727	164,878	87,499	87,499	105,862	90,105	24
-	-	-	-	-	-	25
-	-	-	-	-	-	26
812	97	800	543	-	-	27
22,500	33,533	-	-	-	-	28
-	-	-	-	-	5,804	
-	-	-	-	-	-	29
-	-	-	-	-	-	30
$ 228,850	**$ 229,489**	**$ 92,438**	**$ 92,842**	**$ 146,951**	**$ 134,253**	
(79,798)	(80,432)	(247)	(485)	(18,511)	5,033	
79,798	79,798	247	247	18,511	18,511	
$ -	**$ (634)**	**$ -**	**$ (238)**	**$ -**	**$ 23,544**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6

		2013 Budget Security Services Big White 074	2013 Actual Security Services Big White 074
REVENUE			
1	Grants in lieu of taxes	$ 102	$ 6
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	-	-
	Transfers from:		
5	electoral area tax levy	199,476	199,476
6	member municipalities	-	-
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	-
		$ **199,578**	$ **199,482**
EXPENDITURE			
11	Salaries and benefits	$ 12,000	$ 9,722
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	4,339	4,339
19	Utilities	-	-
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	-	-
23	Vehicle	-	-
24	Contracted services	217,154	198,470
25	Travel and training	-	-
26	Grants to other programs	-	-
27	Miscellaneous	5,000	-
28	Expenditures capitalized	-	-
	Amortization expense		
	Transfers to:		
29	Reserve fund	-	-
30	local governments	-	-
		$ **238,493**	$ **212,531**
EXCESS REVENUE (EXPENDITURE)		(38,915)	(13,049)
SURPLUS (DEFICIT) BEGINNING OF YEAR		38,915	38,915
SURPLUS (DEFICIT) END OF YEAR		$ -	$ **25,865**

2013 Budget Mosquito Control Grand Forks & Area 'D' 080	2013 Actual Mosquito Control Grand Forks & Area 'D' 080	2013 Budget Mosquito Control Christina Lake 081	2013 Actual Mosquito Control Christina Lake 081	2013 Budget Noxious Weed Control Columbia Gardens 090	2013 Actual Noxious Weed Control Columbia Gardens 090	
$ -	$ 110	$ -	$ 91	$ 25	$ 43	1
-	-	-	-	15,000	13,500	2
-	-	-	-	-	-	3
-	-	-	-	-	-	4
43,463	43,463	28,735	28,735	23,501	23,501	5
57,408	57,408	-	-	-	-	6
-	-	-	-	3,000	12,500	7
-	-	-	-	-	-	8
-	-	-	-	-	-	9
-	-	-	-	-	-	10
$ 100,871	**$ 100,981**	**$ 28,735**	**$ 28,826**	**$ 41,526**	**$ 49,544**	
$ 6,380	$ 6,946	$ 1,104	$ 1,202	$ 859	$ 935	11
-	-	-	-	-	-	12
-	-	-	-	-	-	13
-	-	-	-	-	-	14
-	-	-	-	-	-	15
-	-	-	-	-	-	16
-	-	-	-	-	-	17
2,968	2,969	1,873	1,873	1,273	1,273	18
-	-	-	-	-	-	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
-	-	-	-	-	-	22
-	-	-	-	-	-	23
87,000	68,731	28,877	20,535	36,773	47,208	24
-	-	-	-	-	-	25
-	-	-	-	-	-	26
-	-	-	-	-	-	27
-	-	-	-	-	-	28
-	-	-	-	-	-	29
-	-	-	-	-	-	30
$ 96,348	**$ 78,646**	**$ 31,854**	**$ 23,610**	**$ 38,905**	**$ 49,416**	
4,523	22,335	(3,119)	5,216	2,621	128	
(4,523)	(4,523)	3,119	3,120	(2,621)	(2,621)	
$ -	**$ 17,812**	**$ -**	**$ 8,336**	**$ -**	**$ (2,493)**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6		2013 Budget Noxious Weed Control Christina Lake Milfoil 091	2013 Actual Noxious Weed Control Christina Lake Milfoil 091
REVENUE			
1	Grants in lieu of taxes	$ 75	$ 426
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	2,030	-
	Transfers from:		
5	electoral area tax levy	288,655	288,655
6	member municipalities	-	-
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	2,073
		$ 290,760	**$ 291,154**
EXPENDITURE			
11	Salaries and benefits	$ 206,193	$ 281,379
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	1,756	1,756
19	Utilities	-	-
20	Professional fees	-	-
21	Equipment rentals	7,105	8,476
22	Repair and maintenance	28,096	26,940
23	Vehicle	5,000	6,956
24	Contracted services		-
25	Travel and training	7,060	2,413
26	Grants to other programs	-	-
27	Miscellaneous	26,500	32,768
28	Expenditures capitalized	-	-
	Amortization expense	-	2,073
	Transfers to:		
29	Reserve fund	14,124	14,124
30	local governments	-	-
		$ 295,834	**$ 376,885**
EXCESS REVENUE (EXPENDITURE)		(5,074)	(85,731)
SURPLUS (DEFICIT) BEGINNING OF YEAR		5,074	5,074
SURPLUS (DEFICIT) END OF YEAR		**$ -**	**$ (80,657)**

2013 Budget Noxious Weed Control Electoral Areas 'D' & 'E' 092	2013 Actual Noxious Weed Control Electoral Areas 'D' & 'E' 092	2013 Budget Street Lighting Big White 101	2013 Actual Street Lighting Big White 101	2013 Budget Regional Airport East End 110	2013 Actual Regional Airport East End 110	
$ 20	$ 6	$ -	$ -	$ 250	$ 311	1
55,000	49,500	-	-	-	-	2
19,500	35,117	-	-	237,994	252,465	3
				-	-	
50	-	-	-	100,000	97,523	4
72,269	72,269	9,418	9,418	26,935	26,935	5
-	-	-	-	73,065	73,065	6
45,000	47,050	-	-	-	-	7
-	-	-	-	56,000	56,000	8
-	-	-	-	-	-	9
				-	-	
-	6,777	-	-	-	66,837	10
$ 191,839	**$ 210,719**	**$ 9,418**	**$ 9,418**	**$ 494,244**	**$ 573,136**	
$ 4,908	$ 5,343	$ -	$ -	$ 103,918	$ 87,387	11
-	-	-	-	66,500	66,301	12
-	-	-	-	36,500	36,500	13
-	-	-	-	2,190	365	14
-	-	-	-	-	-	15
-	-	-	-	9,925	8,710	16
-	-	-	-	-	-	17
1,273	1,273	1,273	1,273	22,058	22,038	18
-	-	8,200	8,787	9,500	5,523	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
-	-	-	-	63,195	90,026	22
-	-	-	-	-	-	23
185,500	189,732	-	-	-	-	24
-	-	-	-	-	-	25
-	-		-	-	-	26
-	-	-	-	2,236	12,746	27
-	-	-	-	255,000	211,168	28
-	6,777			-	66,837	
-	-	-	-	-	-	29
-	-	-	-	-	-	30
$ 191,681	**$ 203,125**	**$ 9,473**	**$ 10,060**	**$ 571,022**	**$ 607,601**	
158	7,594	(55)	(642)	(76,778)	(34,465)	
(158)	(158)	55	55	76,778	76,778	
$ -	**$ 7,436**	**$ -**	**$ (587)**	**$ -**	**$ 42,313**	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6		2013 Budget House Numbering Electoral Areas 'A' & 'C' 120	2013 Actual House Numbering Electoral Areas 'A' & 'C' 120
REVENUE			
1	Grants in lieu of taxes	$ -	$ -
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	-	-
	Transfers from:		
5	electoral area tax levy	6,000	6,000
6	member municipalities	-	-
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	-
		$ 6,000	**$ 6,000**
EXPENDITURE			
11	Salaries and benefits	$ -	$ -
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	-	-
19	Utilities	-	-
20	Professional fees	4,500	4,500
21	Equipment rentals	-	-
22	Repair and maintenance	-	-
23	Vehicle	-	-
24	Contracted services	-	-
25	Travel and training	-	-
26	Grants to other programs	-	-
27	Miscellaneous	1,500	1,500
28	Expenditures capitalized	-	-
	Amortization expense		
	Transfers to:		
29	Reserve fund	-	-
30	local governments	-	-
		$ 6,000	**$ 6,000**
EXCESS REVENUE (EXPENDITURE)		-	-
SURPLUS (DEFICIT) BEGINNING OF YEAR		-	-
SURPLUS (DEFICIT) END OF YEAR		$ -	$ -

2013 Budget House Numbering Electoral Area 'D' 121	2013 Actual House Numbering Electoral Area 'D' 121	2013 Budget House Numbering Electoral Area 'B' 122	2013 Actual House Numbering Electoral Area 'B' 122	2013 Budget House Numbering Electoral Area 'E' 123	2013 Actual House Numbering Electoral Area 'E' 123	
$ -	$ -	$ -	$ -	$ -	$ -	1
-	-	-	-	-	-	2
-	-	-	-	-	-	3
-	-	-	-	-	-	4
3,000	3,000	3,000	3,000	3,000	3,000	5
-	-	-	-	-	-	6
-	-	-	-	-	-	7
-	-	-	-	-	-	8
-	-	-	-	-	-	9
-	-	-	-	-	-	10
$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	
$ -	$ -	$ -	$ -	$ -	$ -	11
-	-	-	-	-	-	12
-	-	-	-	-	-	13
-	-	-	-	-	-	14
-	-	-	-	-	-	15
-	-	-	-	-	-	16
-	-	-	-	-	-	17
-	-	-	-	-	-	18
-	-	-	-	-	-	19
2,250	2,250	2,250	2,250	3,000	2,250	20
-	-	-	-	-	-	21
-	-	-	-	-	-	22
-	-	-	-	-	-	23
	-	-	-	-	-	24
-	-	-	-	-	-	25
-	-	-	-	-	-	26
750	750	750	750	-	750	27
-	-	-	-	-	-	28
-	-	-	-	-	-	29
-	-	-	-	-	-	30
$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000	
-	-	-	-	-	-	
-	-	-	-	-	-	
$ -	$ -	$ -	$ -	$ -	$ -	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
GENERAL REVENUE FUND
SCHEDULE OF FINANCIAL ACTIVITY BY FUNCTION
December 31, 2013

SCHEDULE 6		2013 Budget Grand Forks & Electoral Areas 'C' & 'D' Library 140	2013 Actual Grand Forks & Electoral Areas 'C' & 'D' Library 140
REVENUE			
1	Grants in lieu of taxes	$ 250	$ 762
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	-	-
	Transfers from:		
5	electoral area tax levy	222,228	222,228
6	member municipalities	119,540	119,540
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	-
		$ **342,018**	$ **342,530**
EXPENDITURE			
11	Salaries and benefits	$ -	$ -
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	3,501	3,501
19	Utilities	-	-
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	-	-
23	Vehicle	-	-
24	Contracted services	-	-
25	Travel and training	-	-
26	Grants to other programs	338,989	338,989
27	Miscellaneous	-	-
28	Expenditures capitalized	-	-
	Amortization expense		
	Transfers to:		
29	Reserve fund	-	-
30	local governments	-	-
		$ **342,490**	$ **342,490**
EXCESS REVENUE (EXPENDITURE)		(472)	40
SURPLUS (DEFICIT) BEGINNING OF YEAR		472	472
SURPLUS (DEFICIT) END OF YEAR		$ -	$ **511**

2013 Budget Library Greenwood & Specified Area 'E' 141	2013 Actual Library Greenwood & Specified Area 'E' 141	2013 Budget Cemeteries East End 150	2013 Actual Cemeteries East End 150	2013 Actual Kootenay South Events & Convention Bureau	2013 Actual Kootenay South Events & Convention Bureau	
$ -	$ -	1,000	$ 1,506	$ -	$ -	1
-	-	-	-	-	-	2
-	-	-	-	-	-	3
-	-	-	-	-	-	4
3,500	3,500	120,545	120,545	-	-	5
-	-	326,995	326,995	-	-	6
-	-	-	-	-	-	7
-	-	-	-	-	-	8
-	-	-	-	-	-	9
-	-	-	-	-	-	10
$ 3,500	**$ 3,500**	**448,540**	**$ 449,046**	**$ -**	**$ -**	
$ -	$ -	-	$ -	$ -	$ -	11
-	-	-	-	-	-	12
-	-	-	-	-	-	13
-	-	-	-	-	-	14
-	-	-	-	-	-	15
		-	-	-	-	16
-	-	-	-	-	-	17
-	-	4,565	4,565	-	-	18
-	-	-	-	-	-	19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
-	-	-	-	-	-	22
-	-	-	-	-	-	23
-	-	-	-	-	-	24
-	-	-	-	-	-	25
3,500	3,500	-	-	-	-	26
-	-	-	-	-	-	27
-	-	-	-	-	-	28
		-	-	-	-	
-	-	-	10,000	-	-	29
-	-	444,450	434,450	-	-	30
$ 3,500	**$ 3,500**	**449,015**	**$ 449,015**	**$ -**	**$ -**	
-	-	(475)	31	-	-	
-	-	475	475	-	-	
$ -	**$ -**	**-**	**$ 506**	**$ -**	**$ -**	

SCHEDULE 6

		2013 Budget Boundary Economic Development 008	2013 Actual Boundary Economic Development 008
REVENUE			
1	Grants in lieu of taxes	$ 100	$ 277
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	-	-
	Transfers from:		
5	electoral area tax levy	47,501	47,501
6	member municipalities	24,983	24,984
7	other governments	-	-
8	reserve fund	17,000	17,000
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	-
		$ **89,584**	$ **89,762**
EXPENDITURE			
11	Salaries and benefits	$ -	$ -
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	3,915	3,915
19	Utilities	-	-
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	-	-
23	Vehicle	-	-
24	Contracted services	92,923	87,212
25	Travel and training	1,000	771
26	Grants to other programs	-	-
27	Miscellaneous	-	-
28	Expenditures capitalized	-	-
	Amortization expense		
	Transfers to:		
29	Reserve fund	-	-
30	local governments	-	-
		$ **97,838**	$ **91,898**
EXCESS REVENUE (EXPENDITURE)		(8,254)	(2,136)
SURPLUS (DEFICIT) BEGINNING OF YEAR		8,254	8,255
SURPLUS (DEFICIT) END OF YEAR		$ -	$ **6,119**

2013 Budget East End Economic Development 017	2013 Actual East End Economic Development 017	2013 Budget Boundary Museum Service 026	2013 Actual Boundary Museum Service 026	2013 Budget Beaverdell Community Club 028	2013 Actual Beaverdell Community Club 028	
$ -	$ 874	-	$ -	$ -	$ -	1
-	-	-	-	-	-	2
-	-	-	-	-	-	3
-	-	-	-	-	-	4
51,197	51,197	30,000	30,000	19,950	19,950	5
182,629	182,629	-	-	-	-	6
-	-	-	-	-	-	7
12,200	12,200	-	-	-	-	8
-	-	-	-	-	-	9
-	-	-	-	-	-	10
$ 246,026	**$ 246,900**	**- 30,000**	**$ 30,000**	**$ 19,950**	**$ 19,950**	
$ -	$ -	-	$ -	$ -	$ -	11
-	-	-	-	-	-	12
-	-	-	-	-	-	13
-	-	-	-	-	-	14
-	-	-	-	-	-	15
		-	-	-	-	16
-	-	-	-	-	-	17
3,764	3,764	-	-	-	-	18
-	-	-	-	-	-	19
425	258	-	-	-	-	20
-	-	-	-	-	-	21
-	-	-	-	-	-	22
-	-	-	-	-	-	23
241,200	101,200	30,000	30,000		-	24
-	-	-	-	-	-	25
-	-	-	-	19,950	19,950	26
-	-	-	-	-	-	27
-	-	-	-	-	-	28
		-	-	-	-	
-	-	-	-	-	-	29
-	-	-	-	-	-	30
$ 245,389	**$ 105,222**	**30,000**	**$ 30,000**	**$ 19,950**	**$ 19,950**	
637	141,678	-	-	-	-	
(637)	(637)	-	-	-	-	
$ -	**$ 141,041**	**-**	**$ -**	**$ -**	**$ -**	

SCHEDULE 6

		2013 Budget Area 'E' Parks & Trails 065	2013 Actual Area 'E' Parks & Trails 065
REVENUE			
1	Grants in lieu of taxes	$ -	$ -
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets		
4	Other revenue	-	-
	Transfers from:		
5	electoral area tax levy	6,273	6,273
6	member municipalities	-	-
7	other governments	-	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue	-	-
10	equity account	-	-
		$ 6,273	$ 6,273
EXPENDITURE			
11	Salaries and benefits	$ -	$ -
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	-	-
19	Utilities	1,273	1,273
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	-	-
23	Vehicle	-	-
24	Contracted services	-	-
25	Travel and training	-	-
26	Grants to other programs	-	-
27	Miscellaneous	-	-
28	Expenditures capitalized	-	-
	Amortization expense		
	Transfers to:		
29	Reserve fund	5,000	5,000
30	local governments	-	-
		$ 6,273	$ 6,273
EXCESS REVENUE (EXPENDITURE)		-	-
SURPLUS (DEFICIT) BEGINNING OF YEAR		-	-
SURPLUS (DEFICIT) END OF YEAR		$ -	$ -

	2013 Budget Big White Noise Control 075	2013 Actual Big White Noise Control 075	2013 Budget Beaverdell Street Lighting Service 103	2013 Actual Beaverdell Street Lighting Service 103	2013 Budget Greenwood & Area 'E' Cemeteries 145	2013 Actual Greenwood & Area 'E' Cemeteries 145	
	$ -	$ -	$ -	$ -	$ -	$ 3	1
	-	-	-	-	-	-	2
	-	-	-	-	-	-	3
	-	-	-	-	-	-	4
	5,000	5,000	-	-	13,255	13,255	5
	-	-	-	-	1,745	1,745	6
	-	-	-	-	-	-	7
	-	-	-	-	713	713	8
	-	-	-	-	-	-	9
	-	-	-	-	-	-	10
	$ 5,000	$ 5,000	$ -	$ -	$ 15,713	$ 15,716	
	$ -	$ -	$ -	$ -	$ -	$ -	11
	-	-	-	-	-	-	12
	-	-	-	-	-	-	13
	-	-	-	-	-	-	14
	-	-	-	-	-	-	15
	1,273	1,273	-	-	-	-	16
	-	-	1,500	1,122	1,248	1,247	17
	-	-	-	-	-	-	18
	-	-	-	-	-	-	19
	-	-	-	-	-	-	20
	-	-	-	-	-	-	21
	3,727	-	-	-	-	-	22
	-	-	-	-	17,000	5,851	23
	-	-	-	-	-	-	24
	-	-	-	-	-	-	25
	-	-	-	-	-	-	26
	-	-	-	-	-	-	27
	-	-	-	-	-	-	28
	-	-	5,564	5,564	-	-	29
	-	-	-	-	-	-	30
	$ 5,000	$ 1,273	$ 7,064	$ 6,686	$ 18,248	$ 7,098	
	-	3,727	(7,064)	(6,686)	(2,535)	8,618	
	-	-	7,064	7,064	2,535	2,536	
	$ -	$ 3,727	$ -	$ 378	$ -	$ 11,154	

SCHEDULE 6

		2013 Budget Beaver Valley Parks & Trails 019	2013 Actual Beaver Valley Parks & Trails 019
REVENUE			
1	Grants in lieu of taxes	$ 515	$ 1,071
2	Services provided to other governments	-	-
3	Sale of services	-	-
	Proceeds from sale of assets	-	-
4	Other revenue	-	6,420
	Transfers from:		
5	electoral area tax levy	498,268	498,268
6	member municipalities	246,020	246,020
7	other governments	49,750	-
8	reserve fund	-	-
9	capital fund	-	-
	debenture issue		-
10	equity account	-	37,506
		794,553	$ **789,285**
		$	
EXPENDITURE			
11	Salaries and benefits	$ -	$ -
12	Office and supplies	-	-
13	Debt charges - principal	-	-
14	Debt charges - interest	-	-
15	Debt charges - lease	-	-
16	Insurance	-	-
17	Director remuneration and expense	-	-
18	Board fee	10,948	10,948
19	Utilities	-	-
20	Professional fees	-	-
21	Equipment rentals	-	-
22	Repair and maintenance	-	4,577
23	Vehicle	-	-
24	Contracted services	172,388	172,388
25	Travel and training	-	-
26	Grants to other programs	41,853	22,000
27	Miscellaneous	-	-
28	Expenditures capitalized	159,610	127,468
	Amortization expense	-	37,506
	Transfers to:		
29	Reserve fund	5,000	5,000
30	local governments	460,311	460,311
		$ **850,110**	$ **840,198**
EXCESS REVENUE (EXPENDITURE)		(55,557)	(50,913)
SURPLUS (DEFICIT) BEGINNING OF YEAR		55,557	55,557
SURPLUS (DEFICIT) END OF YEAR		$ -	$ **4,644**

2013 Budget Area 'C' Parks & Trails 027	2013 Actual Area 'C' Parks & Trails 027	2013 Budget Area 'D Parks & Trails 045	2013 Actual Area 'D Parks & Trails 045	2013 Budget Total	2013 Actual Total	
$ 25	$ 486	$ -	$ -	$ 1,107,579	$ 1,437,825	1
-	-	-	-	759,813	515,478	2
-	-	-	-	4,394,844	3,996,151	3
-	-	-	-	10,000	10,942	
-	10,525	-	-	820,719	2,541,972	4
				-	-	
244,200	244,200	32,373	32,373	8,473,413	8,506,853	5
-		-	-	6,870,715	6,870,714	6
-	-	-	-	863,307	718,453	7
13,000	13,000	9,000	9,000	1,856,968	593,709	8
-	-	-	-	-	192,020	9
				-	-	
-	9,807	-	-	-	1,473,096	10
$ 257,225	**$ 278,018**	**$ 41,373**	**$ 41,373**	**$ 25,157,358**	**$ 26,857,213**	
$ 54,063	$ 53,272	$ -	$ -	$ 9,250,203	$ 9,010,526	11
-	-	-	-	577,062	443,094	12
-	-	-	-	1,362,391	1,362,378	13
-	-	-	-	414,818	376,601	14
-	-	-	-	-	-	15
-	-	-	-	313,097	265,644	16
-	-	-	-	507,331	412,180	17
6,997	6,997	1,273	1,273	(113,809)	(126,632)	18
-	-	-	-	806,663	665,495	19
-	-	-	-	618,156	471,831	20
-	-	-	-	65,231	57,316	21
44,000	31,831	-	-	1,873,680	1,801,956	22
2,000	2,633	-	-	781,385	723,199	23
90,500	88,949	40,000	41,790	3,800,862	3,506,288	24
-	-	-	-	555,057	426,922	25
36,000	35,881	-	-	1,877,581	1,341,054	26
-	-	-	-	173,997	160,598	27
-	-	-	-	2,048,279	1,848,307	28
-	9,807	-	-	-	1,473,360	
				-	-	
25,000	25,000	-	-	623,179	968,405	29
-	-	-	-	1,095,922	1,073,879	30
$ 258,560	**$ 254,370**	**$ 41,273**	**$ 43,063**	**$ 26,631,085**	**$ 26,262,401**	
(1,335)	23,648	100	(1,690)	(1,473,727)	594,812	
)n					66,647	
1,335	1,335	(100)	(100)	1,473,727	(514,530)	
$ -	**$ 24,983**	**$ -**	**$ (1,790)**	**$ -**	**$ 13,635**	

Regional District of Kootenay Boundary

STAFF REPORT

Date: 18 Jun 2014 **File**
To: **Chair McGregor & Board of Directors**
From: Elaine Kumar, Manager of Corporate Administration
Re: Columbia River Basin Conference

Issue Introduction
A staff report from Elaine Kumar, Manager of Corporate Administration, regarding the Columbia River Basin Conference.

History/Background Factors
The Columbia River Basin Conference is being held in Spokane, Washington on October 21 - 23, 2014. This conference is co-convened by the Columbia Basin Trust and the Northwest Power and Conservation Council.

Director Worley has expressed an interest in attending. As you are all aware, Director Worley is one of the District's representatives on the Columbia River Treaty Committee.

Implications
The costs associated with attendance at this conference is approximately $1,500 (accommodation, mileage, per diems and registration).

Advancement of Strategic Planning Goals
N/A

Background Information Provided
- Agenda

Alternatives
Receipt.
Receipt and approve.

Receipt and deny.

Recommendation(s)
That the staff report from Elaine Kumar, Manager of Corporate Administration, regarding the Columbia River Basin Conference be received.

That the Regional District of Kootenay Boundary Board of Directors approves the attendance of Director Worley at the Columbia River Basin Conference **AND FURTHER** that the costs associated with this conference be expensed from General Administration.

Northwest Power and Conservation Council

Columbia Basin trust

The Columbia River Basin
Learning From Our Past to Shape Our Future
4th Transboundary Conference
AGENDA

TUESDAY, OCTOBER 21, 2014	
Come together and learn about the complexity of transboundary issues. Discuss the current state of Ecosystem Management, Energy, Climate Change, Salmon Restoration and River Governance.	
11:30 am	**Start of the conference**: Tribal and First Nations elders will give an invocation.
Noon	Attendees share a lunch of First Foods. Welcome! Conference Co-Chairs and Conference Agenda Overview **Let's Talk About Our Shared Basin:** A look at the complex nature of transboundary issues in the Basin given the tensions of human needs and natural processes. Reflection on why we here and how can we work together. **State of Our Basin:** Information sharing and group discussions on the current state of key transboundary issues. • Ecosystem Management • Energy—current needs and planning for the future • Climate Change • River Governance • Salmon Restoration Introduction of *Columbia River Think Wall*
6:00 pm	Reception, Art Displays, Poster Sessions Open Opening Night Dinner and Keynote
WEDNESDAY, OCTOBER 22, 2014	
Participant-led sessions will shape conversations and we will all work together to learn and understand our common issues and interests.	
8:30 am	Morning announcements **Columbia River Treaty:** It's the 50th Anniversary of the Columbia River Treaty. U.S. and Canadian review teams will share their recommendations for the future of the treaty. **Future of the Columbia River Treaty:** Commonalities and differences from both sides of the border. Hear from a panel of knowledgeable professionals and expect a lively debate! Followed by an open discussion. **Participant Led Sessions:** Four concurrent sessions (see table below) for delegates to choose from. Discussion themes are established; however, discussions will be based on delegate questions and input from the *Columbia River Think Wall*.

The Columbia River Basin
Learning From Our Past to Shape Our Future
4th Transboundary Conference
AGENDA (CONTINUED)

WEDNESDAY, OCTOBER 22, 2014 (CONTINUED)			
Columbia River Volume and Flow A facilitated dialogue on flood control, and other volume and flow issues identified by you!	**Ecosystem Management** A facilitated dialogue on topics identified by you! Topics may include: • Fisheries issues • Water quality • Invasive species •Terrestrial Ecosystem	**Energy** A facilitated dialogue about energy plans and issues as presented on day one and other issues identified by you!	**Open Theme** An issue overview and facilitated discussion about transboundary topics suggested by participants on day one, that don't fall into the other concurrent sessions. Individuals must be able to lead a discussion around the issues that they suggest.

Noon	Lunch and Keynote address by Honourable Bill Bennett, Minster of Energy and Mines for the Province of British Columbia. **Concurrent Participant Led Sessions Repeated:** You have the opportunity to participate in another theme topic. **Reviewing Pieces of the Puzzle:** Hear a snapshot of each of the participant led sessions—share information, link themes and deepen your understanding of the key transboundary issues.
6:00 pm	Open Space, Art Display, Poster Session, Dinner and Keynote.

THURSDAY, OCTOBER 23, 2014	
Be a part of the future of the Columbia Basin and turn discussion into action. Make a difference and create a framework for action that captures the range of values and interests within the Basin, which will be brought forward to future transboundary forums.	
8:30 am	Morning announcements. **Completing the Puzzle:** Combine perspectives, bringing together the key ideas and reflecting solutions. **Shaping our Future:** Identify tangible and concrete action for the future of our transboundary Basin.
Noon	Thank you for helping to shape the future of the Columbia River Basin! Our work is not done here and we will work together to implement these solutions that we've collectively formed.

STAFF REPORT

Prepared for meeting of June 2014

FrontCounter BC Referral – License of Occupation Industrial and Roadway			
To: Chair McGregor and Members of the RDKB Board of Directors			
Applicant: Jones Ties and Poles			***File No:*** B-9A-10923.100
Location: South of Rossland along Highway 22			
Legal Description: That part of Township 9A, KD, Plan X63		***Area:*** Roadway: 0.46 ha (1862m²) Industrial: 0.29 ha (1174m²)	
OCP Designation: Jones Ties and Poles – Industrial, Black Jack Rural Residential Crown- Rail/Trail Corridor	***Zoning:*** Jones Ties and Poles – Industrial 7, Rural Residential 1 Crown- Rural Resource 1	***ALR status:*** No	***DP Area:*** **No**
Contact Information: Jessie Lunan, Land Officer FrontCounter BC Phone: 250-420-2169 Jessie.lunan@gov.bc.ca *FrontCounterBC #: 68794757 - 006*			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

FrontCounterBC has invited the Regional District of Kootenay Boundary to comment on a Crown land industrial application or Licenses of Occupation, submitted by Jones Ties and Poles, south of Rossland *(see Site Location Map)*.

The application is two-fold: one is a License of Occupation for an existing building on Crown land. The other is for the roadway that accesses the site (two adjacent parcels).

HISTORY/BACKGROUND

The building and the roadway, established years ago as part of a sawmill operation, are on Crown Land (the Red Mountain Railway R/W). The sawmill no longer operates and the site is now leased by a forest manufacturing company. During this operations change, it was discovered that the building and roadway were on Crown land.

The Licenses of Occupation are to grant legal status to the roadway and the building. The building is to be removed by November 2015, as a condition of the lease. The roadway would be for a 30 year term, with a renewal option, to access the site by the current tenant or future tenants.

PROPOSAL

The applicant requests two Licenses of Occupation, one for an industrial building, and the other for roadway purposes. The roadway would be used to access the parcels. The request is that it be a private road, gated to restrict access, both for safety and security reasons *(see Applicant's Submission Industrial and Roadway)*.

IMPLICATIONS

The Crown land under application is designated 'Rail/Trail Corridor' in the Area 'B' OCP. The objectives and policies or this designation area as follows:

Rail/Trail Corridor

The discovery of gold in and around the Rossland area in the mid 1880's led to a railroad race to Rossland. The Red Mountain Railroad, which travelled through Little Sheep Creek Valley connecting Rossland to Northport, Washington; and the Columbia and Western Railway, which travelled through Trail Creek Valley connecting Rossland to Trail, were both completed in 1896. The portion of the Columbia and Western Railway between the fertilizer plant in Warfield and the Teck smelter is still in operation today.

In 1898 the Canadian Pacific Railway connected the Trail waterfront to Robson. While the train is no longer connected to the waterfront, the CPR continues to operate between the Teck smelter and Castlegar.

OBJECTIVES

The objectives of the Board with respect to areas designated 'Rail/Trail Corridor' are as follows:

- To protect the integrity of the railway rights of way in the Plan Area for corridor type uses; and
- To recognize the importance of railway corridors for economic activity in the Greater Trail Area.

POLICIES

The policies of the Board with respect to areas designated 'Rail/Trail Corridor' are as follows:

19.17.1 The minimum area required for new parcels to be created by subdivision is 100 hectares;

19.17.2 In addition to uses otherwise permitted in all designations, permitted uses in the 'Rail/Trail Corridor' designation may include, but not necessarily be limited to railways; recreational trails; and similar transportation and utility corridors;

19.17.3 No subdivision or interior parcel line adjustment may result in a reduction in corridor width below 30 metres and must be suitable for the possible reestablishment of a railway; and

19.17.4 If a trail is established on a railway right of way that is adjacent to land in the ALR, the Board would consider requiring fencing and buffering where adjacent to operating farms.

The requests do not change the current use of the Crown land under application, but merely legalize the status quo. The removal of the building within the next two years will clear that structure from the R/W.

As for the roadway, the applicant suggests it is necessary to access the parcel. Private use is considered necessary for the safety and security reasons referenced in the application. This may be inconsistent with the OCP objectives integrity and connectivity of the corridor. Concerns on this could be addressed in the terms of the License of Occupation, if one is issued.

ADVISORY PLANNING COMMISSION COMMENTS

The Area 'B" APC provided the following comments:

-Members were concerned that the 30 year lease for road access to this property might limit future potential uses of this property.

-The Rail Grade has not been maintained north of the mill so its use as a recreational trail is negligible.

-At this time, the APC supports leaving the screening and fencing requirements as stated in the Zoning Bylaw.

PLANNING DEPARTMENT COMMISSION COMMENTS

Concerning the term of the road access lease, the applicant advises that she suggested that term. However, the term is consistent with other License of Occupation the Province has issued. As noted, generally a License of Occupation can be renewed. The screening and fencing requirement is only a policy, and applicable to lands adjacent to ALR land. It would not apply here.

BACKGROUND INFORMATION PROVIDED

Site Location Map
Applicant's Submission Industrial and Roadway

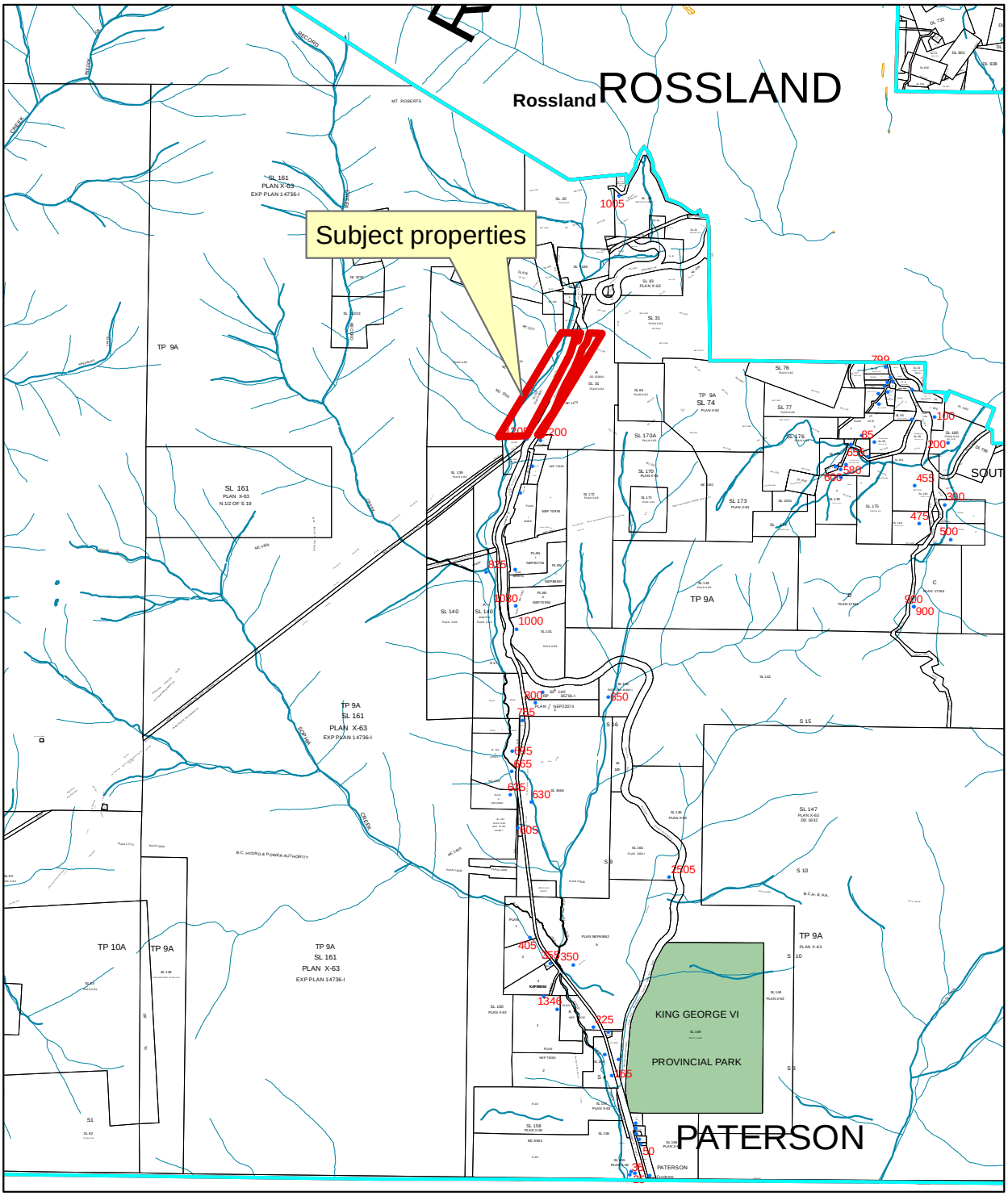
RECOMMENDATION

That the staff report regarding a referral from FrontCounter BC for the application submitted by Jones Ties and Poles for a License of Occupation for an existing building on Crown land and a License of Occupation for a roadway that accesses the industrial site, be received.

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Jones Ties and Poles for a License of Occupation for an existing building on Crown land and a License of Occupation for a roadway that accesses the industrial site, is supported, and that the APC comments be provided to FrontCounter BC for consideration.

Respectfully Submitted:	*Concurrence: (Department Head)*	*Concurrence: (CAO)*
_____	_____	_____

Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Jones Ties & Poles Management Plan (Industrial)

Jones Ties & Poles has leased their land to forest manufacturing company and in the process, discovered they do not have legal access to their property. Jones Ties & Poles is requesting a License of Occupation to use a portion of the Red Mountain Railway right-of-way, owned by the Crown, for an existing building. The land owned by Jones Ties & Poles is designated Industrial 7 Zone and allows for the manufacturing of wood and forest products, storage of softwood and forest products, and accessory uses/buildings.

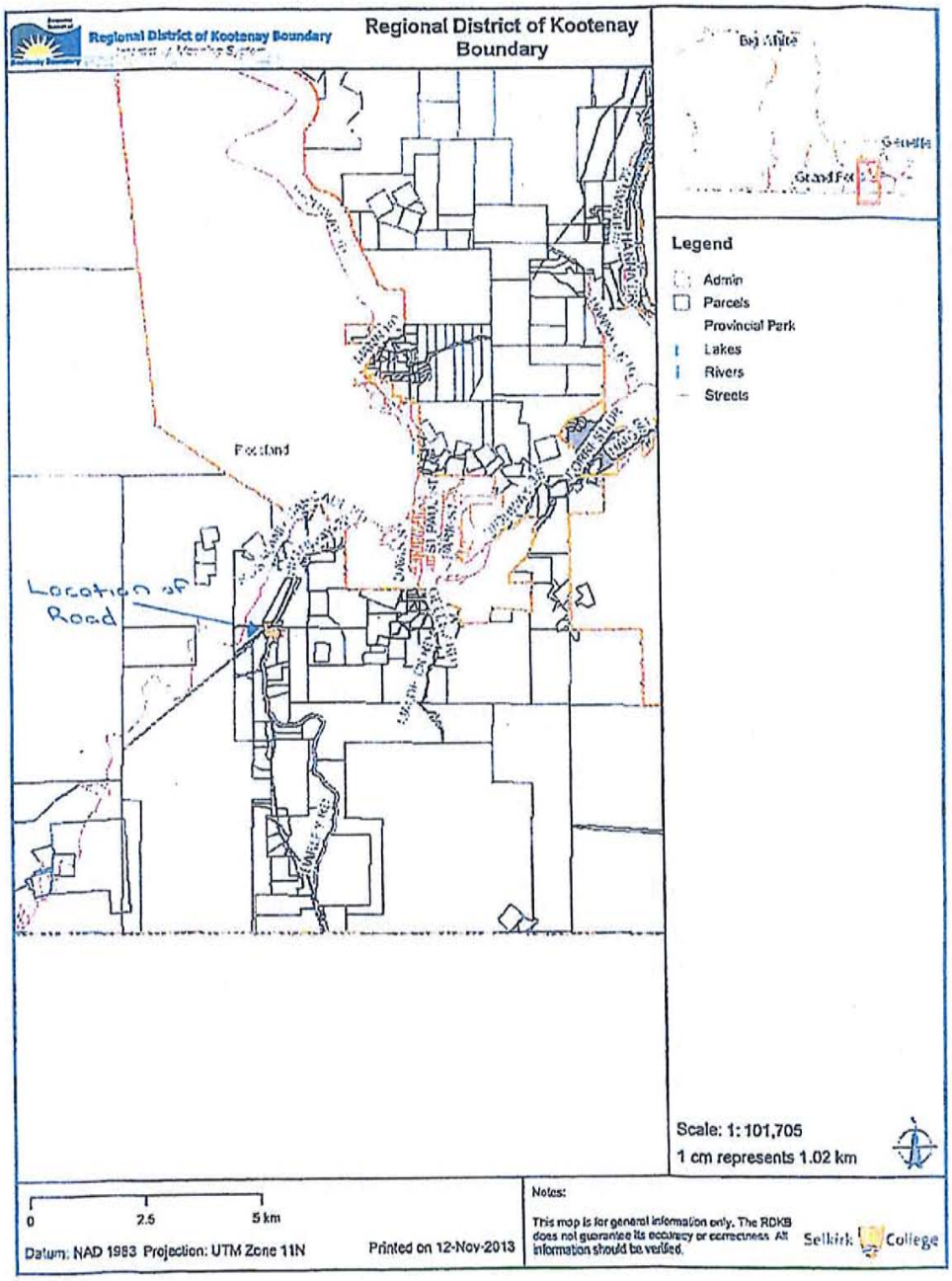
The Red Mountain Railway right-of- way lies between Highway 22 and the property owned by Jones Ties & Poles (Parcel 168, Township 9A, Kootenay District, Plan X63, approximately 5 km south of Rossland), leaving the property owned by Jones Ties & Poles land-locked. In addition to this application, Jones Ties & Poles has submitted a separate application for a private industrial road to cross the Red Mountain Railway right-of-way.

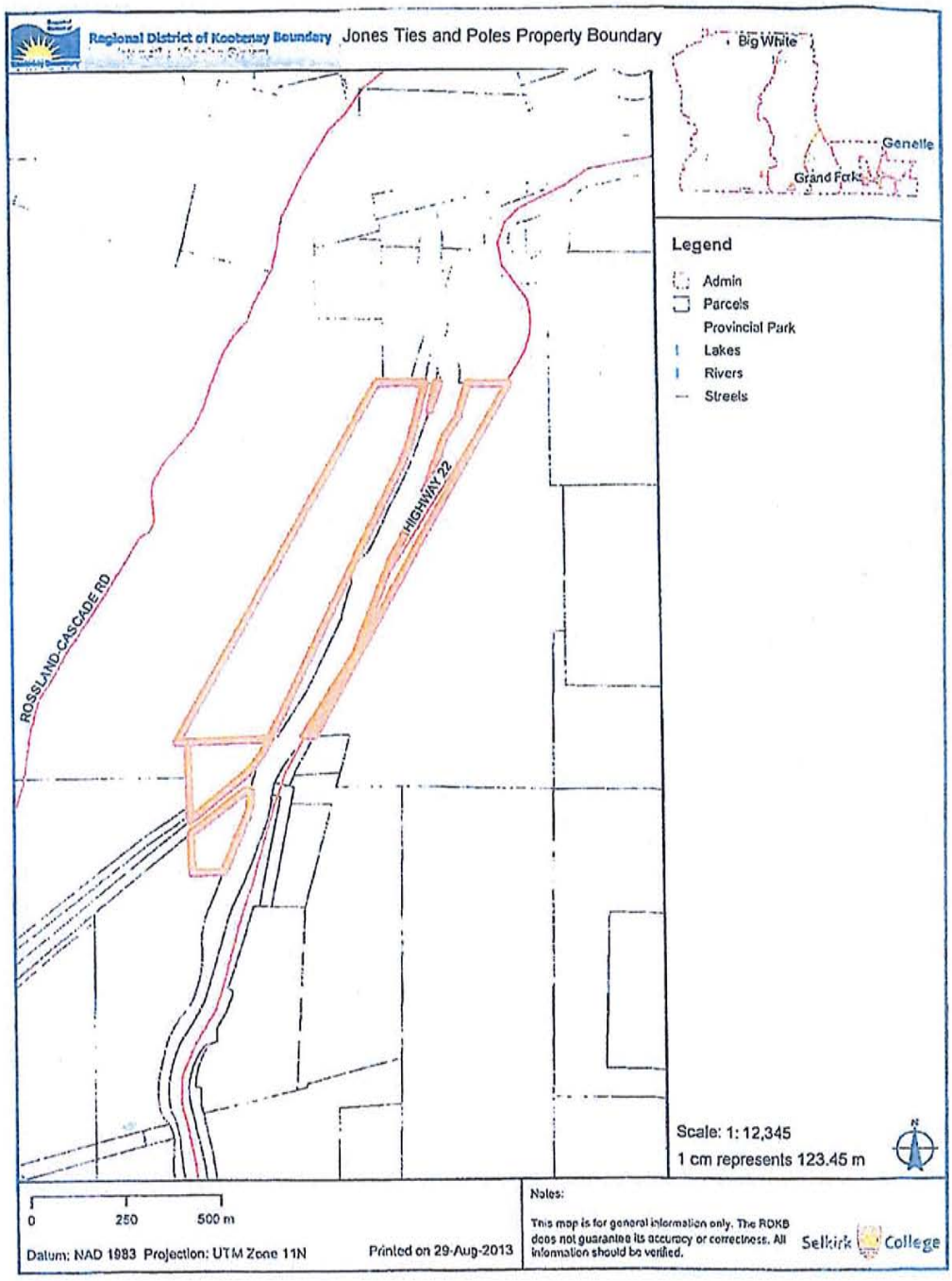
Jones Ties & Poles has an existing building located on the Red Mountain Railway right-of-way that used to house a sawmill. The area of land requested for the building is approximately 2900 m^2 (0.29 ha). The sawmill has been located on the right-of-way for over 35 years but the has not been operational for the past three years. Jones Ties & Poles is required to remove the building within two years of signing the lease with the current tenant, that being November 12, 2015.

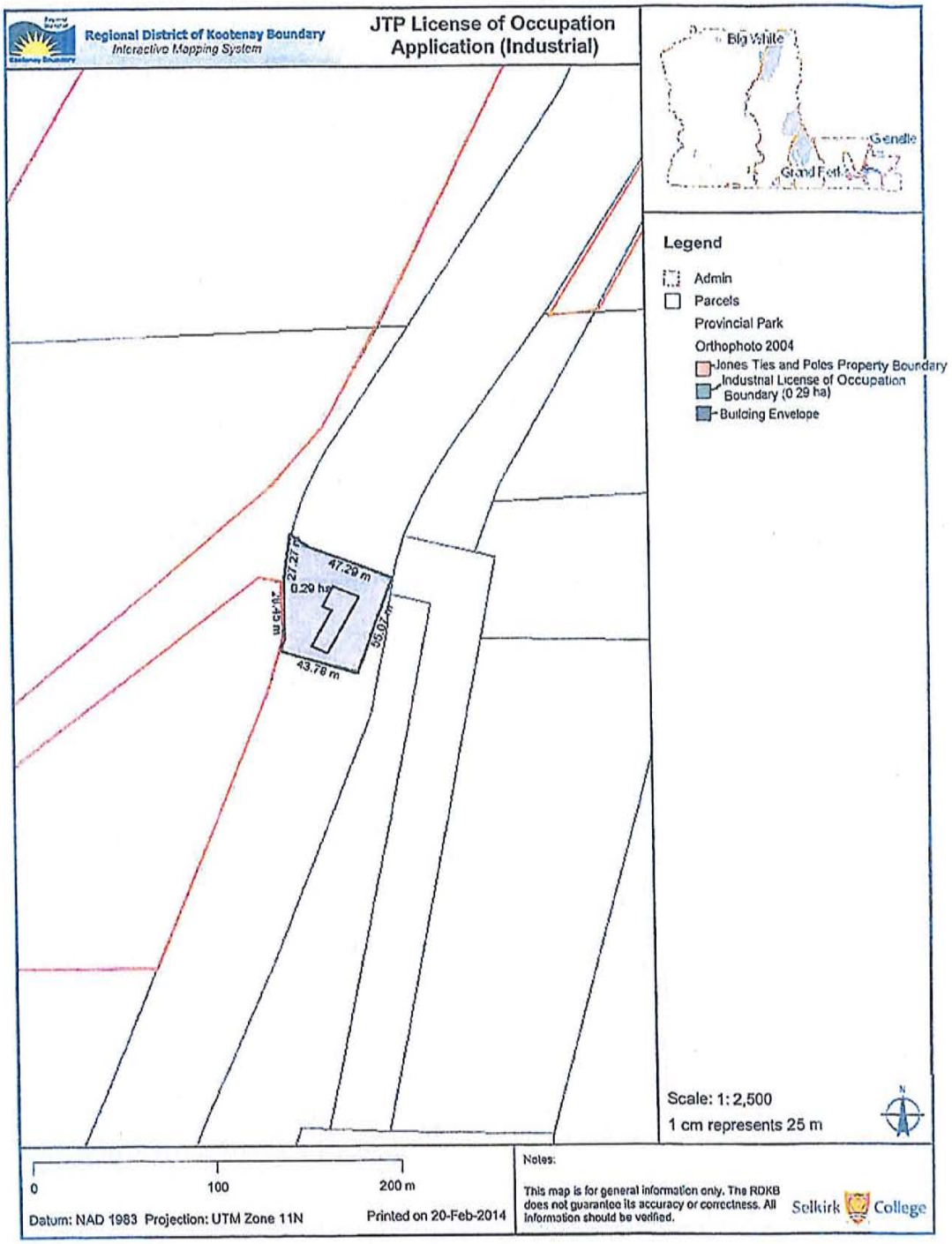
The sawmill building has an existing overhead power connection. Water supply and sewage disposal is not provided on site.

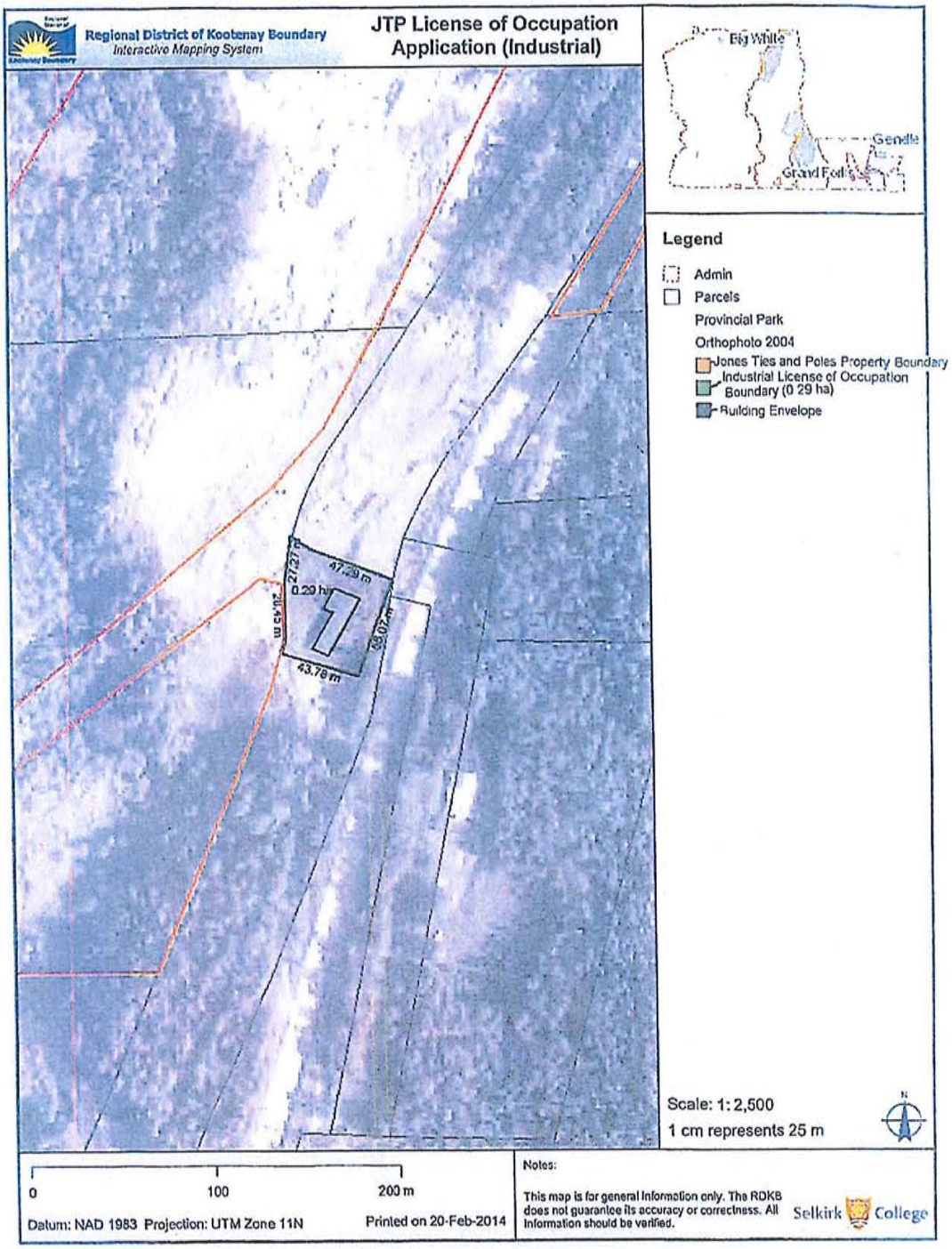
Jones Ties & Poles has obtained a copy of a Phase 1 Environmental Site Assessment (ESA) and does not foresee any impacts to the environment or the surrounding community.

March 4, 2014


Regional District of Kootenay Boundary
Regional District of Kootenay Boundary
Legend
Admin
Parcels
Provincial Park
Lakes
Rivers
Streets
Location of Road
Scale: 1: 101,705
1 cm represents 1.02 km
0
2.5
5 km
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 12-Nov-2013
Notes:
This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.
Selkirk College


Regional District of Kootenay Boundary
Jones Ties and Poles Property Boundary
Big White
Genelle
Grand Fork
Legend
Admin
Parcels
Provincial Park
Lakes
Rivers
Streels
HIGHWAY 22
ROSSLAND-CASCADE RD
Scale: 1: 12,345
1 cm represents 123.45 m
0
250
500 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 29-Aug-2013
Notes:
This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.
Selkirk College


Regional District of Kootenay Boundary
Interactive Mapping System
JTP License of Occupation Application (Industrial)
Big White
Sendle
Grand Forks
Legend
Admin
Parcels
Provincial Park
Orthophoto 2004
Jones Ties and Poles Property Boundary
Industrial License of Occupation Boundary (0.29 ha)
Building Envelope
47.29 m
27.27 m
0.29 ha
55.07 m
43.78 m
Scale: 1: 2,500
1 cm represents 25 m
N
0
100
200 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 20-Feb-2014
Notes:
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Selkirk College


Regional District of Kootenay Boundary
Interactive Mapping System
JTP License of Occupation Application (Industrial)
Big White
Gerdle
Grand Forks
Legend
Admin
Parcels
Provincial Park
Orthophoto 2004
Jones Ties and Poles Property Boundary
Industrial License of Occupation Boundary (0.29 ha)
Building Envelope
47.29 m
27.27 m
0.29 ha
26.42 m
43.78 m
Scale: 1: 2,500
1 cm represents 25 m
0
100
200 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 20-Feb-2014
Notes:
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Selkirk College

Jones Ties & Poles Management Plan (Roadway)

Jones Ties & Poles has leased their industrial land to forest manufacturing company and in the process, discovered they do not have legal access to their property. Jones Ties & Poles is requesting a License of Occupation to use a portion of the Red Mountain Railway right-of-way, owned by the Crown, for a road to access their site. The existing land use is designated Industrial 7 Zone and allows for the manufacturing of wood and forest products, storage of softwood and forest products, and accessory uses/buildings.

The Red Mountain Railway right-of- way lies between Highway 22 and the property owned by Jones Ties & Poles (Parcel 168, Township 9A, Kootenay District, Plan X63, approximately 5 km south of Rossland), leaving the property owned by Jones Ties & Poles land-locked. Jones Ties & Poles is requesting a private industrial road to cross the Red Mountain Railway right-of-way. The road would be approximately 10 m wide and 460 m long, for a total area of 4600 m^2 (0.46 ha). The road is gravel with a grade less than 10 %.

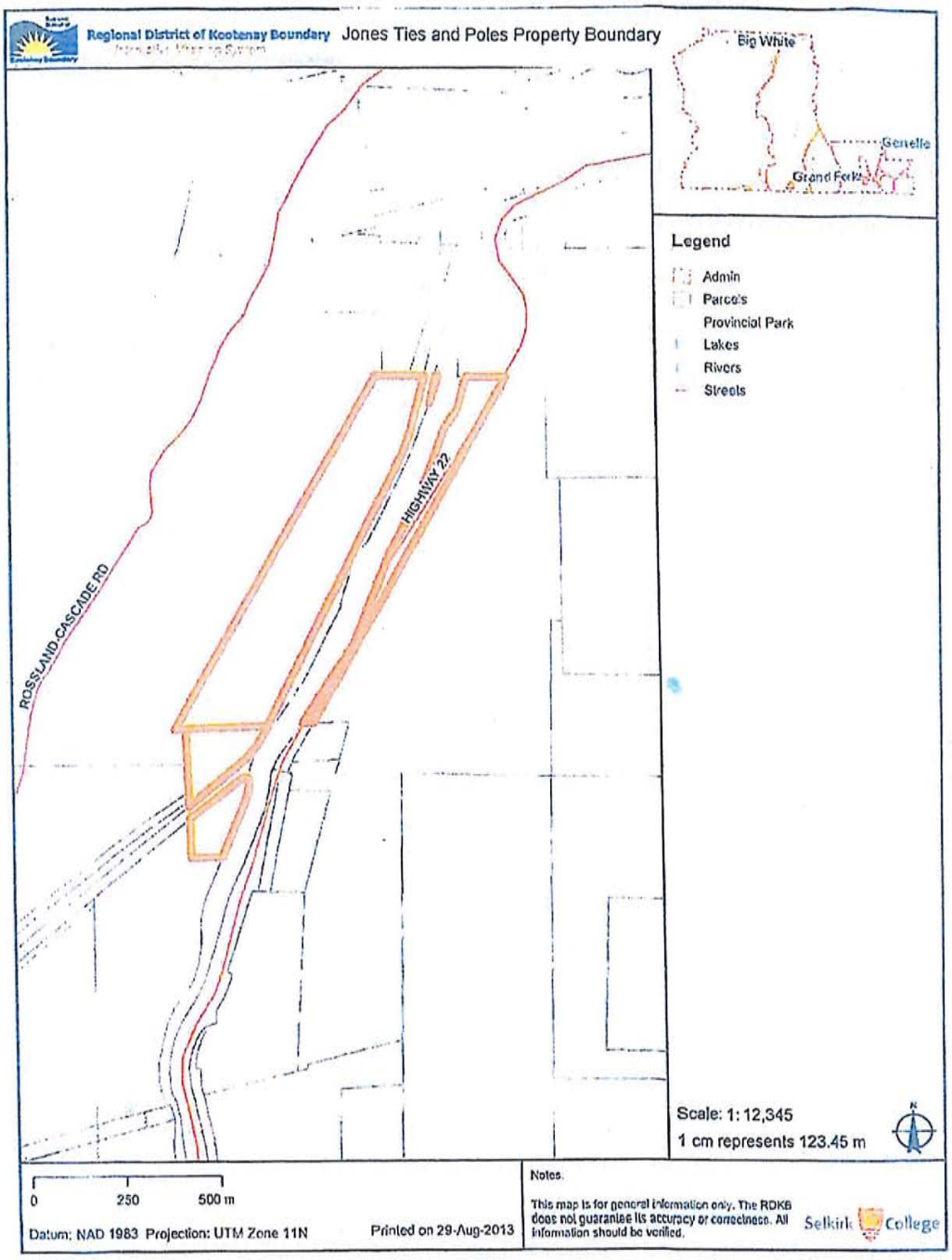
The configuration of the access road allows for the safe movement of approximately 60-70 logging trucks and haul trucks per month through the site and back onto the Highway. Due to the industrial nature of the business, Jones Ties & Poles is requesting the road be for private use only. The road is currently gated to prevent the public from accessing the site for safety reasons and to protect from theft. As well as truck traffic, the road will also be used by the employee 5-10 employees working on site.

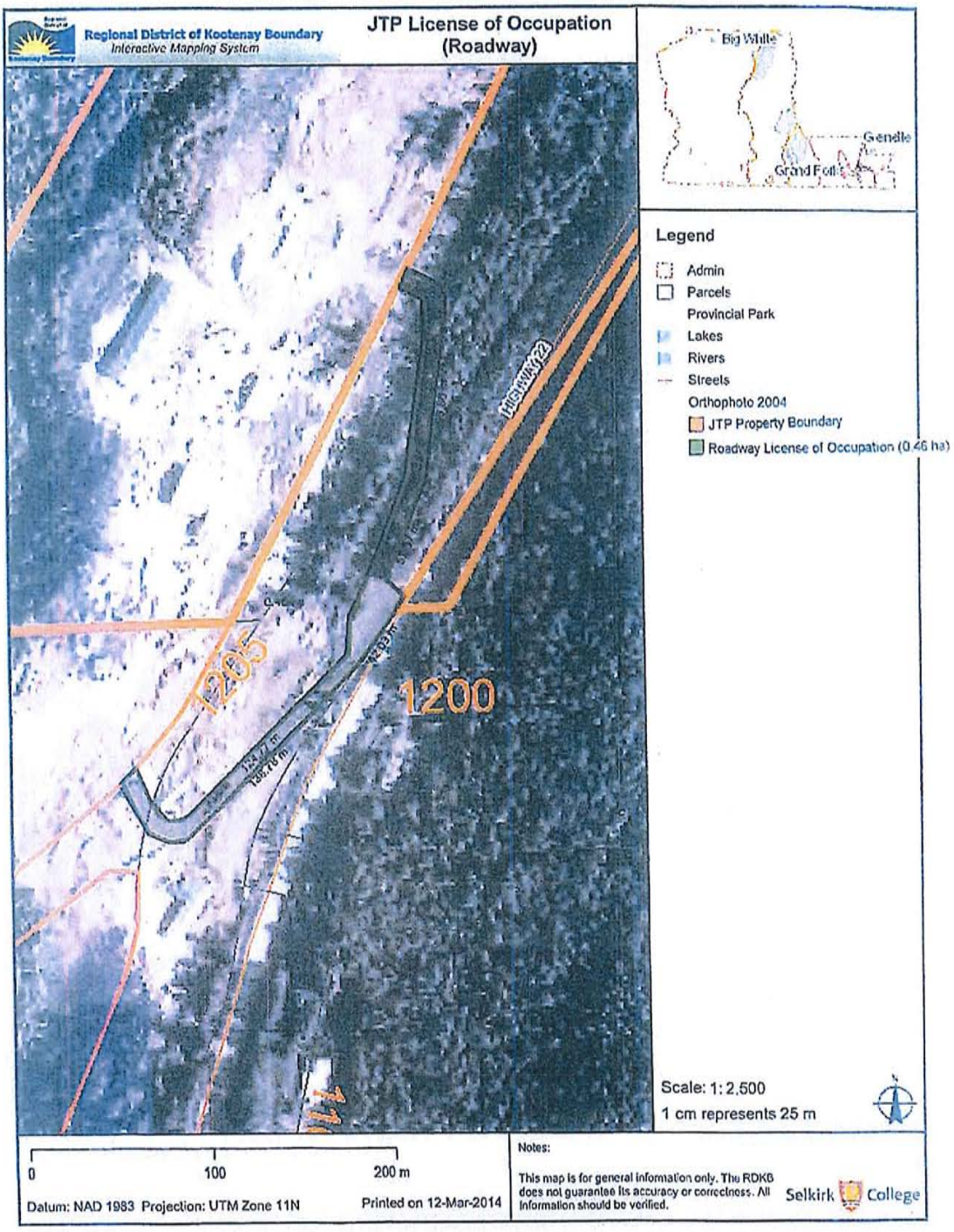
Jones Ties & Poles is requesting a term of 30 years, with the option to renew. They do not plan on upgrading the road as it has been in existence for many years and is not intended for use by the public. If the Crown is unable to grant access, Jones Ties & Poles will not be able to access their land. This will have an economic impact on both Jones Ties & Poles and their tenants.

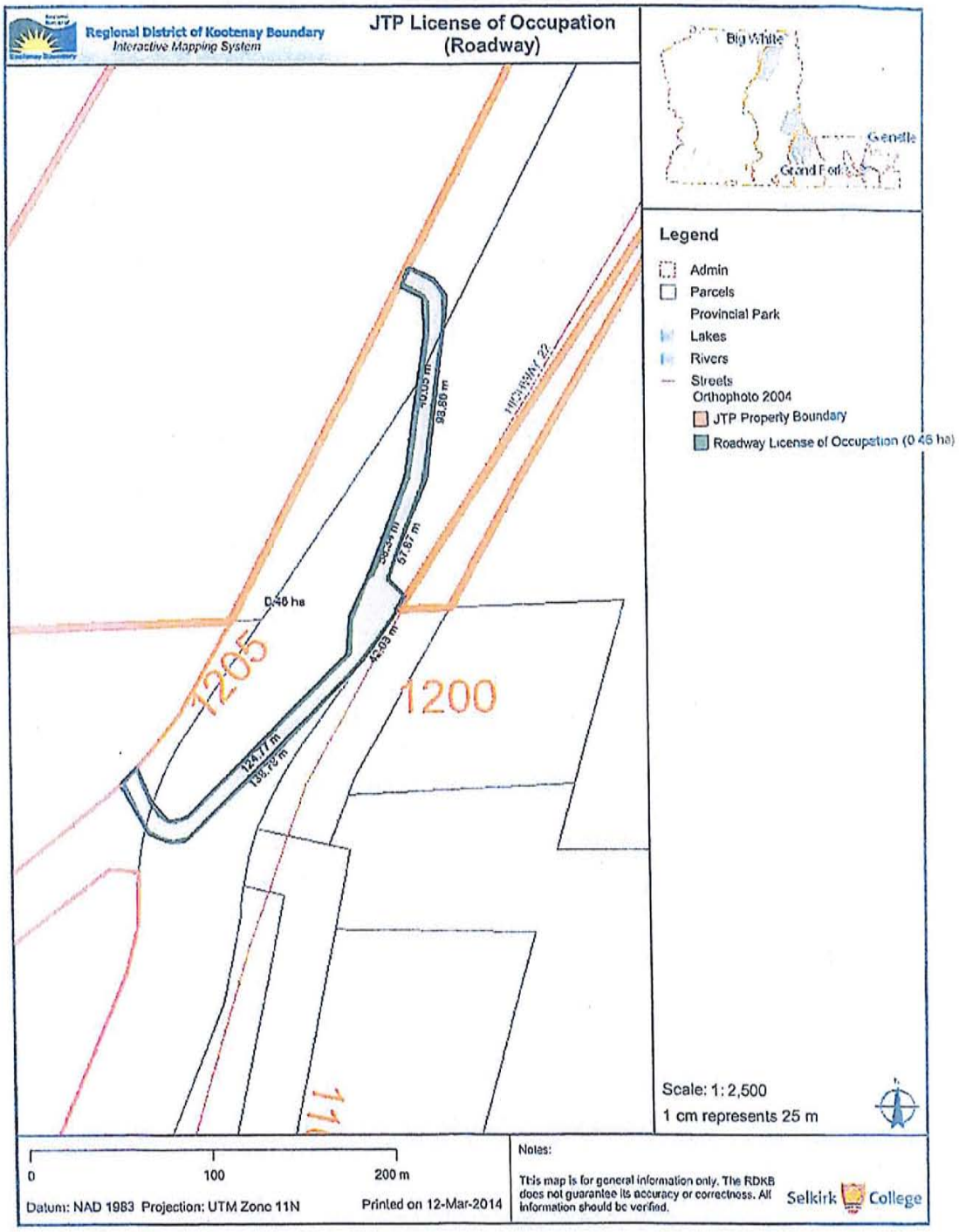
Further, Jones Ties & Poles has submitted a second application for an existing building located on the Red Mountain Railway right-of-way that used to house a sawmill. The sawmill has been located on the land for over 35 years but has not been operational for the past three years. Jones Ties & Poles is required to remove the building within two years of signing the lease with the current tenant, that being November 12, 2015.

Jones Ties & Poles does not foresee any impacts to the environment or the surrounding community.

March 31, 2014


Regional District of Kootenay Boundary
Jones Ties and Poles Property Boundary
Big White
Genelle
Grand Forks
Legend
Admin
Parcels
Provincial Park
Lakes
Rivers
Streets
HIGHWAY 22
ROSSLAND-CASCADE RD
Scale: 1: 12,345
1 cm represents 123.45 m
N
0
250
500 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 29-Aug-2013
Notes
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Selkirk College


Regional District of Kootenay Boundary
Interactive Mapping System
JTP License of Occupation
(Roadway)
Big White
Grand Forks
Legend
Admin
Parcels
Provincial Park
Lakes
Rivers
Streets
Orthophoto 2004
JTP Property Boundary
Roadway License of Occupation (0.46 ha)
HIGHWAY 22
1205
1200
Scale: 1: 2,500
1 cm represents 25 m
0
100
200 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 12-Mar-2014
Notes:
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Regional District of Kootenay Boundary
Interactive Mapping System
JTP License of Occupation
(Roadway)
Big White
Gerdle
Grand Forks
Legend
Admin
Parcels
Provincial Park
Lakes
Rivers
Streets
Orthophoto 2004
JTP Property Boundary
Roadway License of Occupation (0.46 ha)
0.46 ha
1205
1200
1170
40.05 m
93.56 m
38.24 m
57.67 m
43.03 m
124.77 m
138.76 m
Scale: 1:2,500
1 cm represents 25 m
0
100
200 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 12-Mar-2014
Notes:
This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.
Selkirk College

Regional District of Kootenay Boundary

STAFF REPORT

Prepared for meeting of June 2014

FrontCounter BC Referral – MEM Mines Act Permit Amendment			
Applicant: West K Concrete Ltd.			***File No:*** B-7163-08839.025
Location: Near Genelle, Area 'B'			
Legal Description: Lot 1, DL 7163 and 7187, KD, Plan NEP91135			***Area:*** 4.25 ha: for development 11.5 ha: total parcel
OCP Designation: Rural Resource 1	***Zoning:*** Rural Resource 1 (RUR 1)	***ALR status:*** No	***DP Area:*** Parcel is partially w/in Drinking Water DP Area; development is not
Contact Information: Lloyd Bell Inspector of Mines Ministry of Energy and Mines 2nd Floor, 42 – 8th Ave. S Cranbrook, BC V1C 2K3 Phone: 250-426-1709 MEM Mine No. 0500489			
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

West K Concrete Ltd has applied to the Province for a Mines Permit Amendment to expand their sand and gravel operation an additional 4.25 ha, for this parcel near Genelle *(see Site Location Map)*.

PROPOSAL

The applicant proposes an expansion of their sand and gravel excavation area. The expansion is to provide aggregate for West K Concrete operations. The expansion area is in the RDKB. The shop and batch plant are across the boundary in the RDCK.

The expansion area is adjacent to West K's current crushing, screening and wash plant. The operation would be seasonal, typically extending from April to December. Peak hours of operation would be Monday to Saturday, 7:00 am to 5:00 pm. The length of the term is proposed for 25 years, commencing this spring or summer, through 2039 *(see Applicant's Submission).*

The parcel was excluded from the ALR in 2013.

The northwest portion of the parcel is in the Drinking Water Resource Development Permit Area. The area under application for expansion does not extend to this area.

IMPLICATIONS

The area under application is designated 'Rural Resource 1' in the Area 'B' OCP and zoned 'Rural Resource 1' (RUR 1) in the Area 'B' Zoning Bylaw. While mining is not listed as a permitted use in the RUR 1 Zone, mineral or mining activity is subject to provincial oversight and regulation and cannot be restricted by OCP, zoning, or other local government bylaws or policies. The Province has a review and permitting process to address public interest issues which arise in these applications.

Nonetheless, the RDKB has enacted some policies in the OCP intended to address concerns over potential conflict with mineral operations in the area.

Section 12 of the OCP addresses objectives and policies on sand and gravel deposits.

12 Sand and Gravel Deposits

Sand and gravel deposits are an important resource for road construction and maintenance; and for manufacturing concrete. The location of known sand and gravel deposits are shown on Map 6. The suitability of these areas for future sand and gravel extraction is unknown. The majority of deposits are located adjacent to the Columbia River and on benches above the river between Rivervale and Genelle. The deposits are located within various resource land use designations depending on the location of the deposit.

The objectives of the Board with respect to Sand and Gravel Deposits are as follows:

- To support the conservative use of sand and gravel deposits;
- To discourage development that would irreversibly prohibit future extraction of a sand and gravel deposit;
- To encourage the Province to require the appropriate rehabilitation of sand and gravel pits;
- To discourage sand and gravel excavation activities that could impact a drinking water source; and
- To encourage sand and gravel operations to be considerate of adjacent land uses.

POLICIES

The policy of the Board with respect to Sand and Gravel Deposits is as follows:

12.1 Consider adopting regulations to manage the deposit and removal of soil in order to manage the impacts of aggregate operations.

The OCP also establishes objectives and policies for land use in areas designated 'Rural Resource' and' Rural Resources 1'. They include:

Rural Resource 1, 2, and 3

This Plan strives to balance the resource extraction activities of forestry and mining, with recreational values and possible future needs for residential expansion, each of which adds value to the community.

Rural Resource lands have been divided into three sub-categories of: 'Rural Resource 1', 'Rural Resource 2', and 'Rural Resource 3'. Those designations apply to lands that are:

- Not serviced with community water or community sewer;
- Not in a Community Watershed;
- Not designated 'Residential';
- Not in the ALR;
- Not designated 'Rail/Trail' Corridor; 'Park and Recreation'; 'Forest Resource'; 'Institutional'; 'Conservation'; or 'Agricultural Resource'.

The 'Rural Resource 1' lands are located within approximately two kilometers of built up areas in adjacent municipalities and rural residential areas. The 'Rural Resource 1' lands, particularly the private lands in close proximity to the City of Rossland, are under the most pressure for expansion of higher density residential and rural residential subdivisions, particularly when the demand for recreational property is high.

OBJECTIVES

The objectives of the Board with respect to areas designated 'Rural Resource' are as follows:

- To discourage the intrusion of incompatible land uses into Rural Resource areas;
- To focus settlement within two kilometers of existing built up areas in the Plan Area;
- To discourage the intrusion of settlement into areas that are suited to resource extraction activities, except in support of a resource extraction or utilization operation; and
- To reinforce existing and potential primary resource utilization opportunities by discouraging the intrusion of incompatible land use and development activities into the rural resource areas.

POLICIES

The policies of the Board with respect to areas designated 'Rural Resource 1' are as follows:

19.9.1.2 In addition to uses otherwise permitted in all designations, permitted uses in the 'Rural Resource 1' land use designation may include but not necessarily be limited to resource extraction, forestry, agriculture, equestrian facilities; one single family dwelling including single wide mobile homes; one secondary suite,

campground, passive recreation, bed and breakfast, home-based business, and accessory buildings and structures.

19.9.1.3 The processing or off-site storage of resources extracted from the area shall be discouraged. Such activities should be undertaken in designated industrial areas.

As noted above, the OCP designates a Genelle Aquifer Development Permit Area, which establishes development guidelines to protect the aquifer. While the northwest corner of this parcel is in the Development Permit area, the proposed development area is to the southeast and beyond the DP Area *(see DP Area Map)*.

ALR Exclusion Process and APC Comments

When the APC reviewed the ALR exclusion application in 2012, the comments focused on potential problems typically associated with gravel pit operations, notably noise, dust, pollution, sloughing, erosion and water quality, and consultation with local governments and residents. They are legitimate concerns which are addressed through the mining permitting process. However, specific local concerns should be raised so that the applicant and the Ministry are aware of them.

ADVISORY PLANNING COMMISSION COMMENTS

The Area 'B' APC provided the following comments:

-Previous concerns regarding this property were again reviewed: noise and dust pollution.

-As the site expands, the concern of disturbing the adjacent uranium deposit grows.

-Sloughing toward the creek is a concern because it is an auxiliary water source for China Creek.

-It is not clear how much of the hillside will be removed, whether there will be a buffer between the pit and the highway, and whether the bottom of the pit will be level with the highway.

BACKGROUND INFORMATION PROVIDED

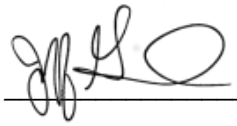
Site Location Map
Applicant's Submission
DP Area Map

RECOMMENDATION

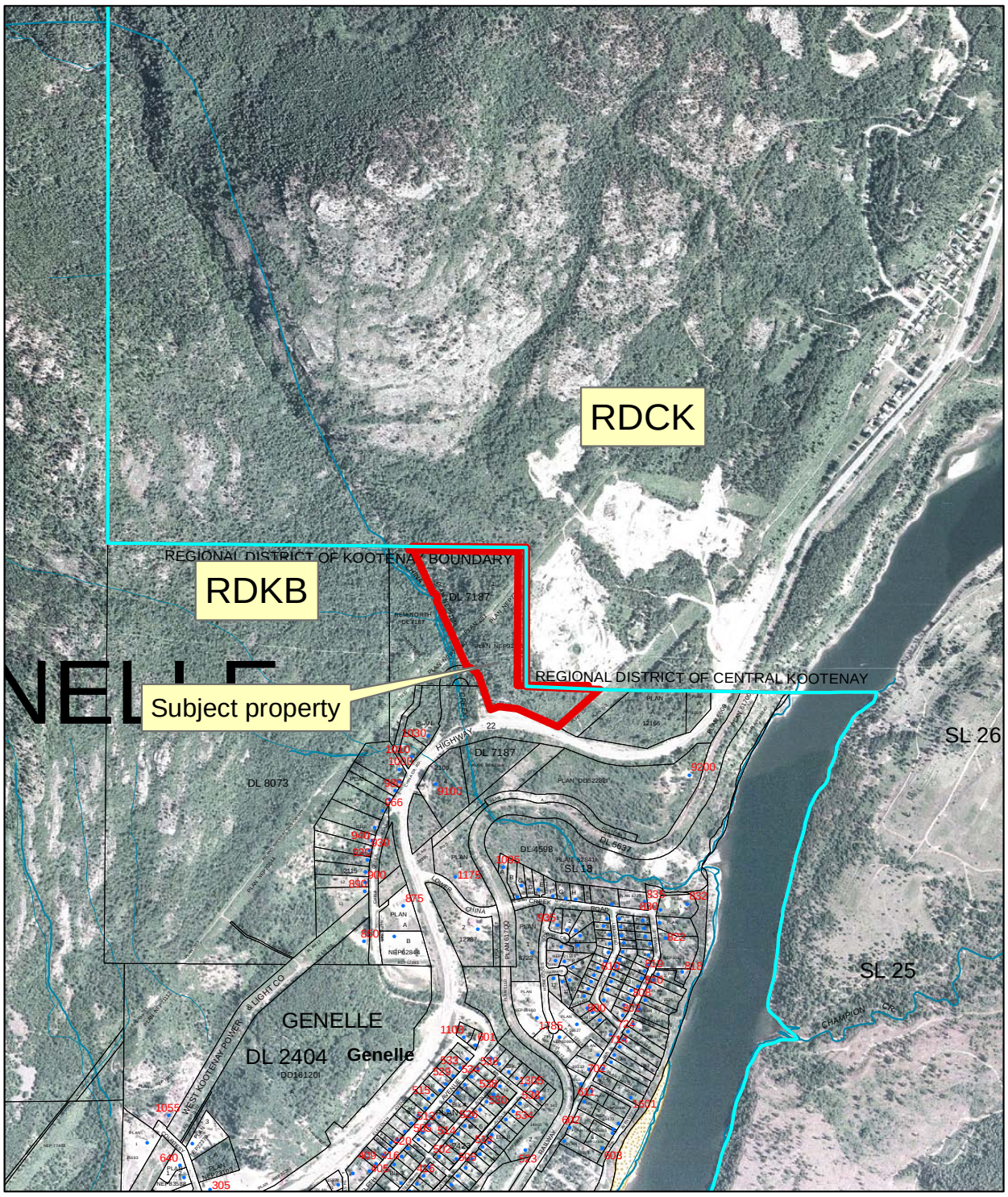
That the staff report regarding a referral from FrontCounter BC for the application submitted by West K Concrete Ltd. for a Mines Permit Amendment to expand their sand and gravel operation an additional 4.25 ha, for the property legally described as Lot 1, DL 7163 and 7187, KD, Plan NEP91135, be received.

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by West K Concrete Ltd. for a Mines Permit Amendment to expand their sand and gravel operation an additional 4.25 ha, for the

property legally described as Lot 1, DL 7163 and 7187, KD, Plan NEP91135, is supported, that the APC comments be provided to FrontCounter BC for consideration.

Respectfully Submitted:	*Concurrence: (Department Head)*	*Concurrence: (CAO)*
	_____	_____

Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicant's Submission

Maria Ciardullo

From: FrontCounterBC@gov.bc.ca
Sent: April-30-14 1:22 PM
To: Donna Dean; Jeff Ginalias
Cc: Maria Ciardullo
Subject: Province of BC Referral Request on an Aggregate/Quarry Materials application for a Mines Act Permit amendment.

Regional District of Kootenay Boundary - Planning & Development
Donna Dean, Jeff Ginalias

Aggregate/Quarry Materials
Referral Number: 69946068 - 007
Reference Number: 136624
Request Sent: April 30, 2014
Response Due: May 30, 2014

You are requested to comment on the attached Notice of Work and Reclamation Program within 30 days. If no response is received within the 30-day time period, we will consider that to be a positive response.
Unless you are informed by us to the contrary, the application will be adjudicated in a manner consistent with your response. Also, be advised that we may forward your comments directly to the applicant for action or implementation.
Your comments may be disclosed to the public to justify decisions made.
If you require more information, please do not hesitate to contact our office.

This is a Private Land application for Aggregate and Quarry Materials - Sand and Gravel purposes.

Proponent: West K Concrete Ltd.

Tenure Type: Mines Act Permit

Intended Land Use/background context: Private Land

BCGS Mapsheet:

Legal Description: Lot 1 District Lots 7163 & 7187 Kootenay District Plan NEP91135

Size (Area) in ha. (approx.): 4.25 ha amendment

Schedule/Term Of Proposal: 25 years

Please Click Here to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit http://www.frontcounterbc.gov.bc.ca/ereferrals.html for instructional videos. To obtain a BCeID, please visit https://www.bceid.ca/

For technical assistance with e-Referrals, please contact FrontCounter BC at 1-877-855-3222.

Applicant's Submission

Notice of Work

Tracking Number: 100079336

APPLICANT INFORMATION

Name:	WEST K CONCRETE LTD.
Doing Business As:	
Phone:	250-693-2430
Fax:	
Email:	westkconcrete@xplornet.com
Incorporation Number:	
BC Business Registration Number:	0
Business Registration Number:	
Society Number:	
GST Registration Number:	
Contact Name:	Pat William Adrain
Mailing Address:	PO BOX 3068 Castlegar BC V1N 3H4

SETUP QUESTIONS

Please enter some preliminary information for your application.

Are you an individual or an organization?	Organization
Are you applying on behalf of the applicant?	No

TECHNICAL INFORMATION

APPLICATION INFORMATION

Type of Notice of Work:	Sand & Gravel
Is this a New Permit or an Amendment?	Amendment

MINE INFORMATION

Do you have an existing mine number?	Yes **Mine Number:** 0500489
Name of the property:	West K Sand & Gravel Ltd.
Tenure Numbers:	
Crown Grant / District Lot Numbers:	
Directions to site from nearest municipality:	Directions from Castlegar, BC: Follow Highway 22 south for approximately 6 km to Pipeline Pit Road. Turn west and follow Pipeline Pit Road to the West K Office. The gravel pit (existing and proposed) is located adjacent to the office.
Geographic Coordinates of Mine:	**Latitude:** 49.2243940 **Longitude:** -117.6877060

INFORMATION ABOUT PROPOSED ACTIVITIES

Activities to be undertaken:	Access roads, trails, heli pads, air strips and boat ramps Sand & Gravel / Quarry Operations

FIRST AID

Proposed First Aid equipment on site:	First Aid equipment is located in the existing crusher shack and the main

office and consists of a standard first aid kit and eye wash station at each location.

Level of First Aid Certificate held by attendant: Occupational First Aid Level 1

DESCRIPTION OF EXPLORATION PROGRAM

If you prefer to upload a document, please enter "see attached document" and attach the document in the "Document Upload" step later in the application under "Other".

Sufficient details of your work program to enable a good understanding of the types and scope of the activities that will be conducted:

The primary objectives of West K's mining operations are to supply aggregate for West K Concrete's redi-mix concrete operation. As a secondary objective, West K also produces custom aggregate for construction, residential, industrial and municipal clients.

Annual aggregate production takes place from April to December, and productivity is approximately 50,000 m3 of processed material per year. The annual raw material requirement is approximately 65,000 m3.

Pending the permit amendment, mining activities will start with removing shrub and other vegetation, and stockpiling along the perimeter of the work area. organic matter will be utilized during final restoration activities on the site. Most of the topsoil will be stripped using a dozer, and pushed downslope to create berms at the south and east boundaries of the property. Where required, benches will be constructed so that the vertical face of the actively mined slope does not exceed 2 m beyond the reach of the excavator used during mining. The vertical face will not exceed a 65 degree slope during mining. See Elevation Profile of Transects A and B for proposed mining configurations. Overburden will be stockpiled in an area accessible for use during final reclamation. Final land surface elevations are also noted on the Elevation Profile Transect drawings.

Limited construction of new haulage roads is expected. To access the subject area, approximately 280 m of new access road is required for dump trucks hauling from the pit to the processing site. The pit run will be processed at the plant that is currently located adjacent to the subject property. Temporary roads will be constructed mainly for loader and dump truck access and will not be surfaced. Grading will be done regularly with loaders during travel along the road. Traffic in and out of the pit, to the highway, is not expected to increase due to the expansion of this pit. Traffic levels are expected to stay the same, as this expansion is to supplement the supply of sand and gravel that will be decreasing from the Main Pit.

TIME OF PROPOSED ACTIVITIES

Proposed start and end date: May 1, 2014 to Dec 31, 2019 JB

Is the work year round or only seasonal? Intermittent

Please remember that you need to give 10 days notice to the Inspector of Mines of your intention to start work, and 7 days notice of your intention to stop work.

ACCESS

Access presently gated: Yes

Key provided to the Inspector: No

Be sure to provide the inspector with a key to the gate.

PRESENT STATE OF LAND

Please identify what the present state of the land is where you would like to undertake your activities. If some of the questions do not apply to you please enter n/a in the space provided.

Present condition of the land: The subject property is predominantly covered in grass and shrub vegetation. There are no buildings or activities that occur in the area where the amendment to the permit is proposed. Historical disturbance on the property resulted for borrow activities during construction of the highway over China Creek (prior to current ownership).

Type of vegetation: Classified in the drywarm Interior Cedar – Hemlock biogeoclimatic zone (ICHdw), the dominant vegetation that occurs on site is Oregon grape (Mahonia aquifolium), Saskatoon (Amelanchier alnifolia), lady fern (Athyrium filix-femina), trembling aspen (Populus tremuloides), and wild rose (Rosa acicularis). Few paper birch (Betula papyrifera), douglas fir (Pseudotsuga menziesii) and western whitepine (Pinus monticola) are present on the

property but hold no merchantable timber value.

Physiography: The northeast portion of the property is relatively flat, with slopes ranging from 0 to 5 degrees. The remainder of the property is benched. The elevation ranges from 505 m in the southeast corner to 580 m in the north part of the property.

Current means of access: West K has a system of roads consisting of temporary pit access roads and a permanent, paved road that currently provides access from Highway 22 to the main concrete plant.

Old equipment: There is no equipment on-site, nor existing buildings/structures.

Recreational trails / use: There are no recreational trails on the property. As it is private property owned by West K, no public access or activities are permitted.

ACCESS TO TENURE

Do you need to build a road, create stream crossings or other surface disturbance that will not be on your tenure? No

LAND OWNERSHIP

Application area in a community watershed: No

Proposed activities on private land: Yes

Please note that under Section 19 of the Mineral Tenure Act and Section 2.1 of the Mineral Tenure Act Regulation you must not begin any mining activities until 8 days after giving notice to every owner of the surface area on which the recorded holder intends to carry out that activity.

Please attach a copy of the letter of authorization signed by the landowner The document can be uploaded at the "Document Upload" step later in the application process.

Legal description of land: Lot 1 District Lots7163 & 7187, Kootenay District Plan NEP91135

Proposed activities on Crown land: No

Activities in a park: No

CULTURAL HERITAGE RESOURCES

Cultural Heritage applies to a large spectrum of heritage resources that is defined as "an object, a site or the location of a traditional societal practice that is of historical, cultural or archaeological significance to British Columbia, a community or an aboriginal people."

The Archaeology Branch of the Ministry of Forests, Land and Natural Resource Operations is responsible for the administration of the Heritage Conservation Act as it applies to archaeological sites. The Archaeology Branch has developed guidelines for companies engaged in natural resource extraction to aid in planning for and avoiding or managing impacts to protected archaeological sites.

Are you aware of any protected archaeological sites that may be affected by the proposed project? No

FIRST NATIONS ENGAGEMENT

In making decisions on authorizations, the government will be fulfilling its responsibility to consult, and where appropriate, accommodate First Nations. The government takes this responsibility seriously and encourages the applicant to engage First Nations early and often as part of any planned development.

Establishing good relations with First Nations who might be affected by a proposed development is a key part of any successful mining operation. The Ministry of Energy and Mines encourages applicants to engage and information share with First Nations that might be affected by a proposed development prior to submitting an application. The earlier in the life of a proposed activity that the avenues of communication are established the greater the likelihood that the relationships formed will be constructive and beneficial to all parties. A lack of information sharing and engagement by the applicant may result in extended timeframes for decision.

Applicants should keep a detailed record of information sharing and engagement with First Nations on their project in the event the government needs to review it. Information on First Nations information sharing and engagement should include the following: a list of First Nations contacted, whether the activity was modified based on feedback from First Nations, and whether the applicant has entered into any informal or formal agreements with First Nations in connection with the project.

The Consultative Areas Database Public Map Service is an online, interactive mapping tool that allows you to identify First Nations who have treaty rights or asserted or proven rights or title on the land base. More information can be found at http://www.empr.gov.bc.ca/TITLES/MINERALTITLES/FIRSTNATION/Pages/CAD.aspx.

Have you shared information and engaged with First Nations in the area of the proposed activity? No

ACCESS ROADS, TRAILS, HELI PADS, AIR STRIPS AND BOAT RAMPS

MAPS

Mark the locations of the proposed access roads and trails on the map. The maps will be uploaded at the document upload step later in the application.

EXISTING DISTURBANCE FOR EXPLORATION ACCESS

Please provide us with the total area of any existing disturbance by exploration access.

Total existing disturbance: 0.00 ha

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the length in km, the total disturbed area and total merchantable timber volume.

Activity	Length (km)	Disturbed Area (ha)	Merchantable timber volume (m^3)
Temporary Road - New	0.37	0.37	0.00
Total:	**0.37**	**0.37**	**0.00**

EQUIPMENT

Click on the Add Equipment button to add one type of equipment at a time. All equipment must comply with the requirements of the Health, Safety and Reclamation Code.

Type	Quantity	Size / Capacity
Excavator	1	300 series
Bulldozer/Crawler Tractors	1	D9

BRIDGES, CULVERTS AND CROSSINGS

Are you proposing any bridges, culverts and/or other river / stream crossings? No

RECLAMATION PROGRAM

Description of the proposed reclamation and timing of reclamation work:	The reclamation of the temporary haul roads will coincide with the reclamation activities of the mined area. As roads will not be surfaced or gravelled, they will be recontoured to meet the contour of the surrounding landscape. Once recontoured, road areas will be subject to the reclamation activities as outlined in the plan for reclamation of the mined area.
Estimated cost of reclamation activities described above:	$2,000.00

ADDITIONAL INFORMATION

Please note that you may require a Special Use Permit under the Forest Practices Code of British Columbia Act or a Land Act tenure or other authorization under the legislation to use roads to access your tenure.

For further information please contact FrontCounter BC.

SAND & GRAVEL / QUARRY OPERATIONS

MAPS

All plans and sections must indicate the scale and orientation of the drawing and must include:

1) Plan View of Proposed Development illustrating:

- Property boundaries and set back of excavation from property boundary
- Watercourses and drainage (wet, dry or intermittent) on the property and within 150 metres of its boundaries
- All previous surface workings, the final boundaries of proposed excavation, and boundaries of excavation at the end of development described in the Notice of Work
- Access roads, including development roads within the pit and access to the public roads
- All proposed and existing stockpiles (topsoil, overburden, product etc.)
- All settling ponds (for both surface run off and process water) and source of process water
- Buildings and other facilities (fuel/lubricant storage, sanitary facilities, weigh scale, etc.)
- Sediment control structures and the location of any point discharges from the property
- Fencing, berms and/or vegetative buffers.

2) Cross and longitudinal sections of Proposed Development illustrating:

- The orginial land surface and, if applicable, the groundwater table elevation
- Typical configuration during mining, indicating angle of slope and, where applicable, bench locations
- Proposed configuration on completion of reclamation

3) A copy of the land title/crown land tenure map must be provided.

EXISTING DISTURBANCE FOR SURFACE SAND SAMPLE

Please provide us with the total area of any existing disturbances.

Total existing disturbance: 8.00 ha

SOIL CONSERVATION

Average depth of overburden:	0.60 m
Average depth of topsoil:	0.30 m
Measures to stabilize soil overburden stockpiles and control noxious weeds:	The topsoil and overburden will be stockpiled separately and promptly seeded to protect against topsoil loss and to help prevent weed establishment.

LAND USE

Is the site within the Agricultural Land Reserve? No

Does the local government have a Soil Removal Bylaw?	Yes
Official Community Plan for the site:	Regional District Kootenay Boundary, OCP Bylaw No. 1470
Current land use zoning for the site:	Rural Resource 1
Proposed end land use is:	Natural area
Estimate total minable reserves over the life of the mine:	500,000 m3
Estimate annual extraction from site:	30,000 m3/year

Application must be made to the Environmental Assessment Office if estimated extraction for sand/gravel production is 500,000 tonnes/year or 1,000,000 tonnes over 4 years; or if estimated extraction is 250,000 tonnes/year for quarried product.

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the tonnes, the total disturbed area and the total merchantable timber volume.

Please note that you must notify the Inspector at least two weeks before if you are planning to bring a crusher on site.

Activity	Total Disturbed Area (ha)	Merchantable timber volume (m^3)
Excavation of Pit Run	4.25	0.00
Total:	**4.25**	**0.00**

Brief description of operation, including proposed work schedule:

The amendment to the existing permit will allow extraction of pit run from the area immediately adjacent to West K's current crushing, screening and wash plant. The excavated pit run will augment that already being processed from other source locations. The processing plant consists of a hopper and grizzly feeder, jaw and cone crushers, a screen deck, wash plant and control tower. The average plant output is approximately 100 tonnes per hour. A variety of products are produced to supply West K's own concrete plant as well as aggregate sales to industry and the public. The operation is seasonal, typically extending from April to December. During the peak operating period the work schedule is Monday to Saturday, 7:00 am to 5:00 pm.

EQUIPMENT

Click on the "Add Equipment" button to add one or more equipment.

Type	Quantity	Size / Capacity
Excavator	2	300 / 3 cubic yard
Truck	2	15 cubic yard
Loader	1	824 / 6.5 cubic yard
Bulldozer/Crawler Tractors	1	D8

Will progressive reclamation be carried out? No

RECLAMATION PROGRAM

Description of the proposed reclamation and timing of reclamation work:

Final reclamation will take place upon completion of the pit. Activities will include contouring the land and revegetation to ensure that it meets applicable land standards. Post reclamation management will involve monitoring the seeded area and reseeding if necessary, watching for noxious weed establishment, and taking appropriate actions for control. Upon commencement of activity at the gravel pit, the topsoil and coarse woody debris will be stripped off and stockpiled for reclamation.

If backfilling of pits or pit slopes is proposed in the final configuration for reclamation, details of materials to be used and placement procedures:

Reclamation activities are continually taking place within the pit, as previously mined areas are used as receiving areas for overburden. By depositing overburden gradually in these areas, less intensive contouring will be required at the end of the life of the pit.

Estimated cost of reclamation activities described above:

$50,000.00

GROUNDWATER PROTECTION

Average depth to the high groundwater table at the proposed excavation:

Elevation of the groundwater table was determined from:

- ☑ Existing area wells
- ☐ Test pits
- ☐ Test wells drilled for this purpose
- ☐ Other:

Measures proposed to protect groundwater from potential impacts of the proposed mining activity:

West K's fuel management program includes the presence of spill kits in equipment working in the gravel pit and operators knowledgeable in their use. All fuel storage areas, and fueling stations have secondary containment. There will be no fuel stored on the area subject to this application.

During test pit advancements, and all historical excavations on the mine property, saturated soils indicative of the water table have not been encountered. The proposed excavations will not exceed the depths previously explored, so the potential to encounter the water table is very low. The information obtained from well reports drilled on adjacent lands provide guidelines for water table depth; a well drilled downslope of the subject area has static water at 50 feet, and a well on the upper bench has a static level of 200 feet.

IMPACT MINIMIZATION

Shortest distance between proposed excavation to nearest residence: 210 m

Shortest distance between proposed excavation to nearest residential water source: 30 m

Measures proposed to prevent inadvertent access of unauthorized persons to the mine site:

The topsoil and overburden will be stockpiled along the south edge of the excavation area, providing a vegetated berm along the perimeter. In addition, fences will be constructed where necessary to keep unauthorized persons from entering the mine site.

Measures proposed to minimize noise impacts of the operation:

Equipment used in the mine site is constantly being upgraded, and newer machines are generally less noisy. The hours of crusher operation are limited to 7:00 am to 5:00 pm and activities do not occur on Sundays.

Measures proposed to minimize the dust impacts of the operation:

Water is applied to roads regularly during periods when dust can be generated. Stockpiled topsoil and subsoil piles will be vegetated to reduce soil loss and decrease the potential for dust generation.

Measures proposed to minimize visual impacts of the operation:

The primary area where visibility is a concern is the south portion of the property, where the activities have potential to be viewed from travelers on Highway 22. The topsoil and overburden berms will be located along the south mine area boundary and will provide a visual barrier to most mine activities. Additionally, a vegetated buffer will remain inside the property boundaries.

TIMBER CUTTING

Total merchantable timber volume: 0.00 m3

No TimberYou have indicated that there is no merchantable timber that will be cut. Therefore a Free Use Permit or a Licence to Cut is not required. If this is not accurate, please correct your entries.

SUMMARY OF RECLAMATION

Based on the information you have provided on the previous screens the Summary of Reclamation is:

Activity	Total Affected area (ha)	Estimated cost of reclamation ($)
Access roads, trails, etc.	0.37	2,000.00
Sand & Gravel / Quarry	4.25	50,000.00
Subtotal:	4.62	52,000.00
Unreclaimed disturbance from previous year:	8.00	
Disturbance planned for reclamation this year:	2.00	
Total:	**10.62**	**52,000.00**

OTHER CONTACTS

Please enter the contacts that are applicable to your application.

Contact Info		Type of Contact
Name:	Patrick Adrain	Permittee
Phone:		
Daytime Phone:	250-365-2430	
Fax:		
Email:	westkconcrete@xplornet.com	
Mailing Address:	PO BOX 3068 Castlegar BC V1N3H4	

Name:	Paul Adrain	Site operator
Phone:	250-304-4882	
Daytime Phone:	250-304-4882	
Fax:	250-693-5468	
Email:	westkconcrete@xplornet.com	
Mailing Address:	PO BOX 3068 Castlegar, BC V1N 3H4	

Name:	Paul Adrain	Mine manager
Phone:		
Daytime Phone:	250-365-2430	
Fax:		
Email:	westkconcrete@xplornet.com	
Mailing Address:	PO BOX 3068 Castlegar BC V1N3H4	

OTHER INFORMATION

Is there any other information you would like us to know?

West K is a famlly owned and operated business that has grown with the local community for the past 25 years. Today West K continues to provide quality ready-mix and aggregate products to the West Kootenay area, and take pride in being an honest and reliable company.

LOCATION INFORMATION

LAND IDENTIFICATION

Do you have the legal description of the land or the civic address then click on 'Add Land Information'.

Description

Parcel ID: 028-281-195
Legal Description: Lot 1 District Lots7163 & 7187, Kootenay District Plan NEP91135
Civic Address: 300 Pipeline Pit Road, Castlegar BC V1N3H4
Property Status: Registered Owner
Certificate Of Title No: LB398258
Metes and Bounds: N/A

You are required to complete at least one of the following options for spatial information.

☑ I have one or more files (PDF, JPG, PNG etc.) with my maps

MAP FILES

Do you have a PDF or image file of a drawn map? You can upload it here.

Description	Filename
Map 1 - Plan View (revised)	Map 1 - Plan View (revised)...
Map 2 - Profile Locations (revised)	profile locations (revised)...
Map 3 - Location Map	Location Map.pdf
Transect A Profile	TransectA.pdf
Transect B Profile	TransectB.pdf

ATTACHED DOCUMENTS

Document Type	Description	Filename
Archaeological Chance Find Procedure	Archaeological Chance Find Procedure	Chance Find Procedure.pdf
Mine Emergency Response Plan	Emergency Response Plan	EmergencyResponsePlan.pdf
Tenure Map / Property Map	Property Map	Map_Legal_Survey.pdf

PRIVACY DECLARATION

PRIVACY NOTE FOR THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

Personal information is collected by FrontCounter BC under the legal authority of section 26 (c) and 27 (1) of the Freedom of Information and Protection of Privacy Act (the Act).

The collection, use, and disclosure of personal information is subject to the provisions of the Act. The personal information collected by FrontCounter BC will be used to process your inquiry or application(s). It may also be shared when strictly necessary with partner agencies that are also subject to the provisions of the Act. The personal information supplied in the application package may be used for referrals or notifications as required. Personal information may be used by FrontCounter BC for survey purposes.For more information regarding the collection, use, and/or disclosure of your personal information by FrontCounter BC, please contact FrontCounter BC at 1-877-855-3222 or at:

FrontCounter BC Program Director
FrontCounter BC, Provincial Operation
441 Columbia Street
Kamloops, BC V2C 2T3

☑ Check here to indicate that you have read and agree to the privacy declaration stated above.

REFERRAL INFORMATION

Some applications may also be passed on to other agencies, ministries or other affected parties for referral or consultation purposes. A referral or notification is necessary when the approval of your application might affect someone else's rights or resources or those of the citizens of BC. An example of someone who could receive your application for referral purposes is a habitat officer who looks after the fish and wildlife in the area of your application. This does not apply to all applications and is done only when required.

We have prepopulated some of the fields for your convenience but you can change in the information at any time. Please note that the information might become available to the public if required.

Company / Organization:	WEST K CONCRETE LTD.
Contact Name:	Pat William Adrain
Contact Address:	PO BOX 3068 Castlegar BC V1N 3H4
Contact Phone:	250-693-2430
Contact Email:	westkconcrete@xplornet.com

☑ **I hereby grant permission for the public release of the information provided above. This information will be used to fulfill, if required, the referral and advertising requirements of my application.**

IMPORTANT NOTICES

DECLARATION

☑ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

OFFICE

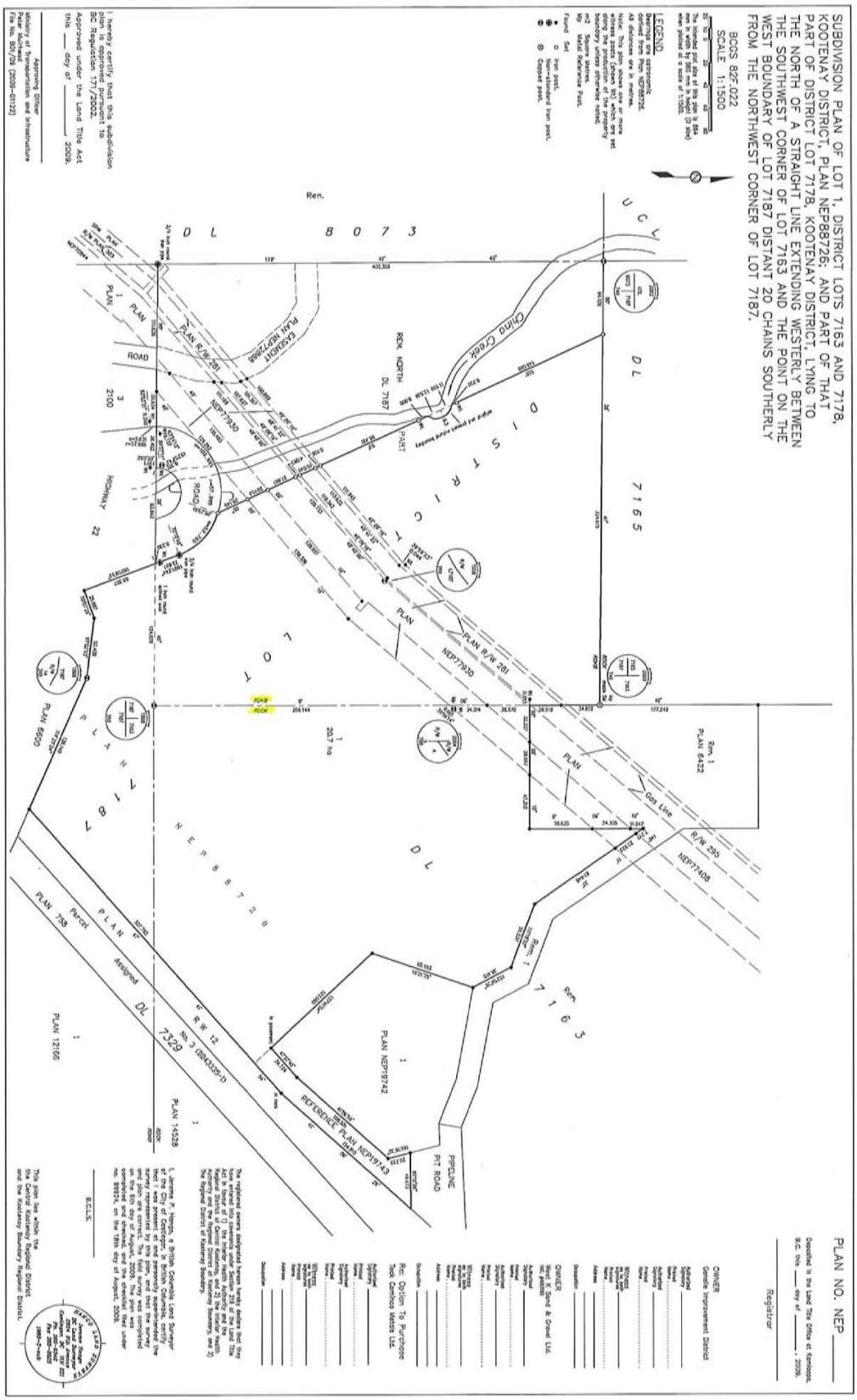
Office to submit application to: Cranbrook

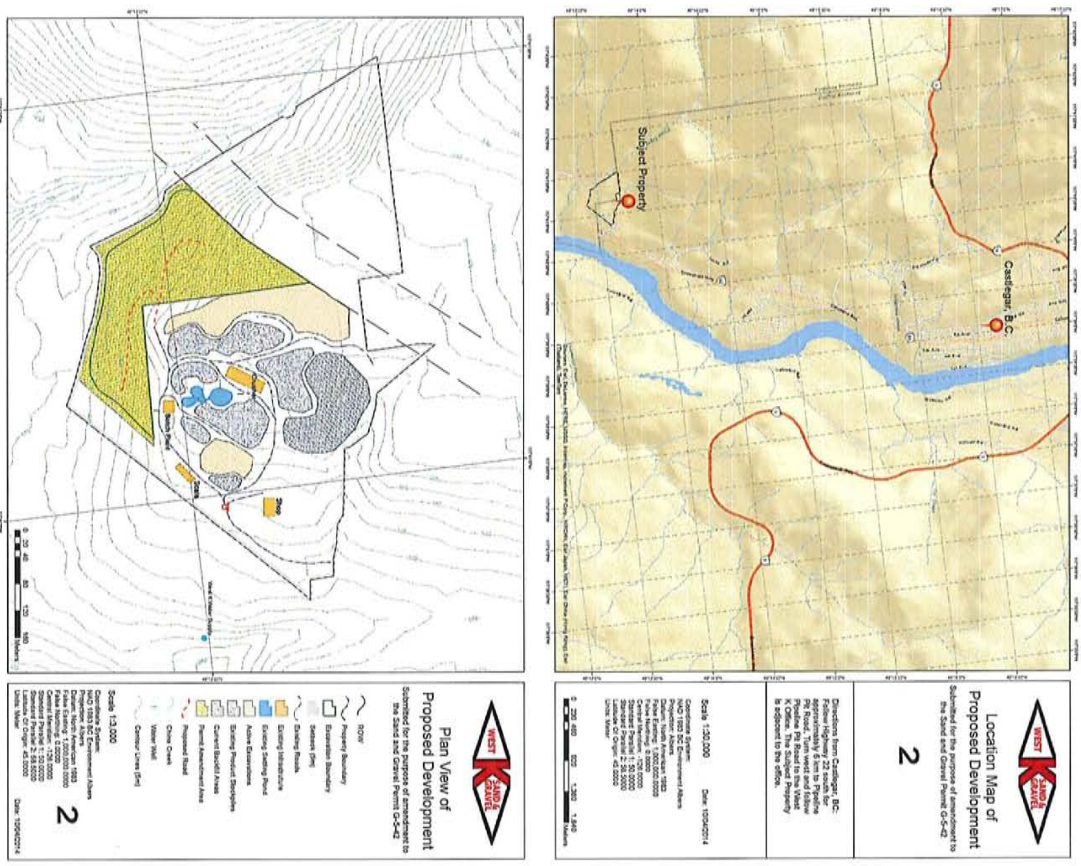
PROJECT INFORMATION

Is this application related to another application(s) or authorization(s) you have previously submitted? No

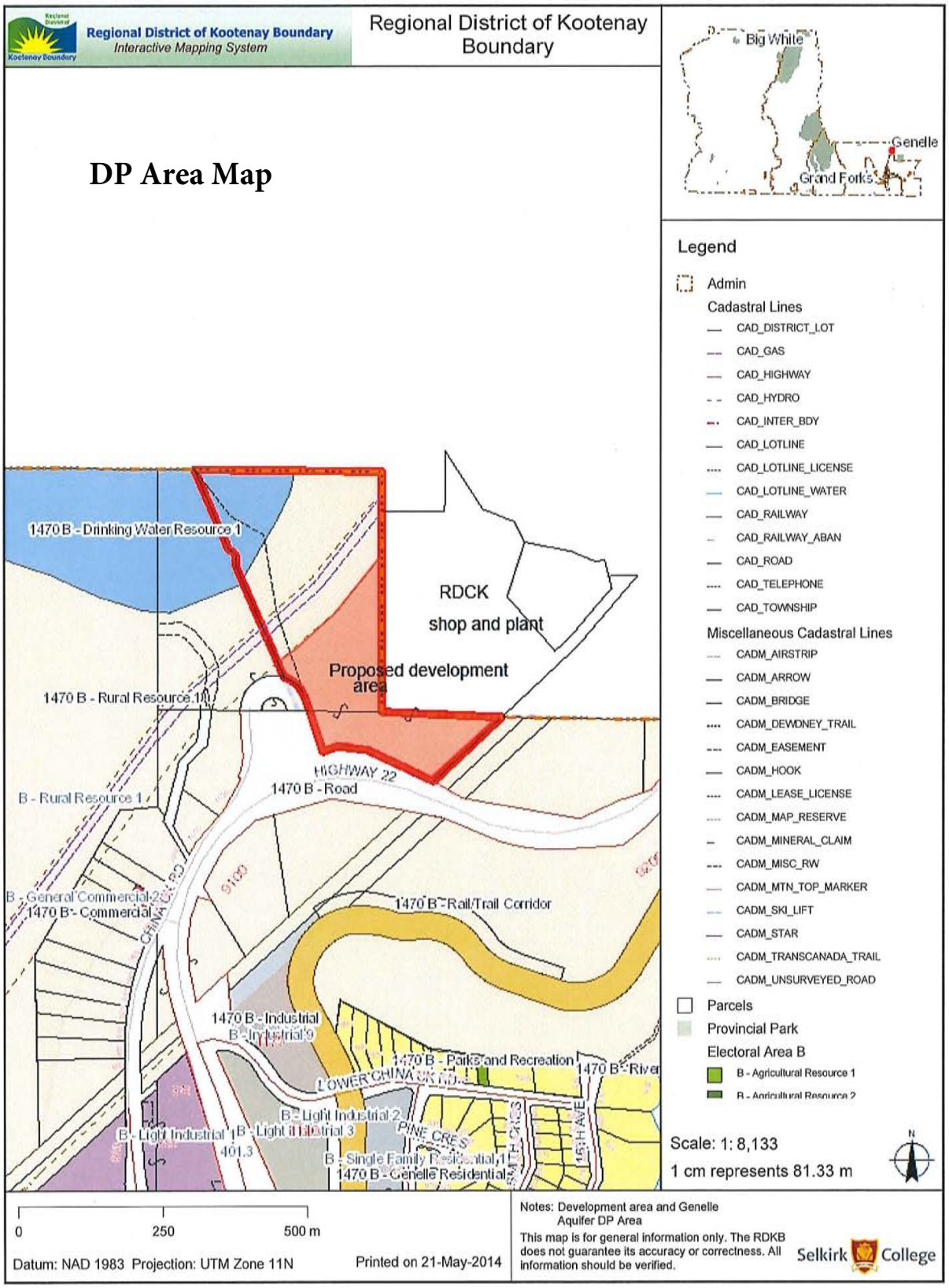
OFFICE USE ONLY		
Office Cranbrook	**File Number**	**Project Number**
	Disposition ID	**Client Number**

Applicant's Submission





Applicant's Submission


Regional District of Kootenay Boundary
Interactive Mapping System
Regional District of Kootenay Boundary
DP Area Map
Big White
Genelle
Grand Forks
Legend
Admin
Cadastral Lines
CAD_DISTRICT_LOT
CAD_GAS
CAD_HIGHWAY
CAD_HYDRO
CAD_INTER_BDY
CAD_LOTLINE
CAD_LOTLINE_LICENSE
CAD_LOTLINE_WATER
CAD_RAILWAY
CAD_RAILWAY_ABAN
CAD_ROAD
CAD_TELEPHONE
CAD_TOWNSHIP
Miscellaneous Cadastral Lines
CADM_AIRSTRIP
CADM_ARROW
CADM_BRIDGE
CADM_DEWDNEY_TRAIL
CADM_EASEMENT
CADM_HOOK
CADM_LEASE_LICENSE
CADM_MAP_RESERVE
CADM_MINERAL_CLAIM
CADM_MISC_RW
CADM_MTN_TOP_MARKER
CADM_SKI_LIFT
CADM_STAR
CADM_TRANSCANADA_TRAIL
CADM_UNSURVEYED_ROAD
Parcels
Provincial Park
Electoral Area B
B - Agricultural Resource 1
B - Agricultural Resource 2
1470 B - Drinking Water Resource 1
RDCK
shop and plant
Proposed development area
1470 B - Rural Resource 1
HIGHWAY 22
1470 B - Road
B - Rural Resource 1
B - General Commercial 2
1470 B - Commercial
1470 B - Rail/Trail Corridor
1470 B - Industrial
B - Industrial 9
1470 B - Parks and Recreation
LOWER CHINA CK RD
B - Light Industrial 2
B - Light Industrial 1
B - Light Industrial 3
PINE CRES
16TH AVE
B - Single Family Residential 1
1470 B - Genelle Residential
Scale: 1: 8,133
1 cm represents 81.33 m
N
0
250
500 m
Datum: NAD 1983 Projection: UTM Zone 11N
Printed on 21-May-2014
Notes: Development area and Genelle Aquifer DP Area
This map is for general information only. The RDKB does not guarantee its accuracy or correctness. All information should be verified.
Selkirk College

Regional District of Kootenay Boundary

STAFF REPORT

Prepared for meeting of June 2014

FrontCounter BC Referral – License of Occupation Community – Institutional Use Trail Pedestrian Bridge			
To: Chair McGregor and Members of the RDKB Board of Directors			
Applicant: City of Trail		***File No:*** T-8	
Location: Crown land on the foreshore banks of the Columbia River. Application for a new license (North Bank) and amendment to existing license (South Bank)			
Legal Description: Crown land below high water mark		***Application Area:*** Existing area: 2.3 ha New area on North Bank + bridge .62 ha Total: ±3.1 ha length: 28m x 2.2m wide	
OCP Designation:	***Zoning:***	***ALR status:*** No	***DP Area:*** No
Contact Information: Christine Lohr MFLNRO (250) 365-8668 Christine.lohr@gov.bc.ca *FrontCounterBC #68411570 - 007*		***Proponent:*** City of Trail c/o Julie Gibbons, P. Eng. Buckland and Taylor 101-788 Harbourside Drive North Vancouver, BC V7P 3R7 (604) 986-1222 jugn@b-t.com	
Report Prepared by: Jeff Ginalias, Assistant Planner			

ISSUE INTRODUCTION

FrontCounterBC has invited the Regional District of Kootenay Boundary to comment on an application submitted by the City of Trail for an amendment to a License of Occupation to encompass a proposed pedestrian/utility bridge across the Columbia River near downtown Trail.

PROPOSAL

The applicant seeks Crown land tenure to construct a new pedestrian/utility suspension bridge across the River. The structure would be multi-purpose (pedestrian, water, sewer

and potential future gas line). The new bridge would replace the old crossing (Old Trail Bridge), which is closed to pedestrians.

The proposed location is just upstream of the Old Trail Bridge. The North abutment would be located at the edge of Columbia Avenue between Thom Street and McQuarrie Street, and the South Approach would tie into Rotary Park.

IMPLICATIONS

On the North Bank, the land above the high water mark is part of the Columbia Avenue right-of-way.

On the South Bank, land ownership above the high water mark is the City of Trail (Rotary Park). On the South bank, the City has an existing license of occupation for the "Esplanade Park". The license includes the foreshore and part of the bed of the Columbia River. This license would be amended to provide for the south abutment. The RDKB holds a statutory R/W (plan 641) for a sewage/effluent line located beneath Esplanade Park. The RDKB would continue to have prior rights.

If constructed, the bridge could serve as a corridor for utility lines crossing the river.

ADVISORY PLANNING COMMISSION COMMENTS

The referral was not provided to an RDKB Advisory Planning Commission

BACKGROUND INFORMATION PROVIDED

FrontCounter BC Referral

RECOMMENDATION

That the staff report regarding a referral from FrontCounter BC for the application submitted by the City of Trail to amend a License of Occupation to encompass a proposed pedestrian/utility bridge across the Columbia River near downtown Trail, be received.

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by the City of Trail to amend a License of Occupation to encompass a proposed pedestrian/utility bridge across the Columbia River near downtown Trail, is supported.

Respectfully Submitted:	*Concurrence:* *(Department Head)*	*Concurrence:* *(CAO)*
_____	_____	_____

T-8

Maria Ciardullo

From: FrontCounterBC@gov.bc.ca
Sent: May-08-14 2:40 PM
To: Donna Dean; Jeff Ginalias
Cc: Maria Ciardullo
Subject: Province of BC Referral Request on a Community/Institutional Use Application

Regional District of Kootenay Boundary - Planning & Development
Donna Dean, Jeff Ginalias

Community/Institutional Use
Referral Number: 68411570 - 007
Reference Number: 131161
Request Sent: May 8, 2014
Response Due: July 7, 2014

You are invited to comment on the following Crown land application. A response is required in order for the application and adjudication process to move ahead.

This is a Crown land application for Community / Institutional - Community Facility Use

Proponent: The City of Trail represented by Buckland and Taylor (Julie Gubbins, P Eng) of 101-788 Harbourside Drive North Vancouver BC V7P 3R7 phone: (604)986-1222 or Email jugn@b-t.com

Tenure Type: Licence of Occupation Amendment

Intended Land Use/background context: Amendment to an existing licence (local/regional park) under the Community-Institution policy, increasing its area to encompass a proposed pedestrian bridge and additional area on the north shore for access and construction.

BCGS Mapsheet: 82F 002

Legal Description: Within the City of Trail, along Columbia River, near the end of McQuarrie St.
Note: The following geomark link is a representation of the proposed tenure area produced in Google Earth in absence of a geo-referenced shapefile. Please see the attached management plan, mapping or client provided shapefile(s) for specific details.
http://apps.gov.bc.ca/pub/geomark/geomarks/gm-735833AD4D0A46E58FF41FD71B54DA8F

Size (Area) ha (approx): Existing area (2.3 hectares) + additional area on North Bank: ~0.7ha, + bridge area: 0.062 ha (280m long x ~ 2.2m wide) = total new amended area of 3.1 ha +/-

Schedule/Term Of Proposal: up to 30 year term

Please Click Here to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit
http://www.frontcounterbc.gov.bc.ca/ereferrals.html for instructional videos. To obtain a BCeID, please visit

MEMORANDUM

BUCKLAND & TAYLOR | COWI

101-788 Harbourside Drive, North Vancouver, BC, Canada V7P 3R7
E-mail: mainoffice@b-t.com Tel: (604) 986-1222
Web: www.b-t.com Fax: (604) 986-1302

Our Reference: management plan.docx

Date: 2014 February 26 **Our File:** 2059

To: FrontCounter BC

Total Pages: 4

Attn: FrontCounter BC

Re: Crown Land Tenure Application – Roadways Application – Management Plan - City of Trail New Pedestrian / Utility Suspension Bridge

The following Management Plan is prepared as part of the Crown Land Tenure Application / Roadways Application for the construction of a new Pedestrian / Utility Suspension Bridge downtown Trail, BC, over the Columbia River.

At the proposed bridge location, at the South Bank, the land ownership above the high water level is the City of Trail (Rotary Park) and below the high water level is Crown land (for which this application applies). At the North Bank, the land above the high water level is a right-of-way for Columbia Ave, and below the high water level is Crown land.

Application for Crown Land Tenure is for the following:

- access during construction,
  - including re-establishing an access road on the north bank that was originally used 25 years ago to install a sewer main and lift station;
  - potential of the temporary excavation of a portion of the South bank to build a ramp down to the tower foundation (material will be replaced on completion);
- construction of permanent tower foundations, wind cable anchors, all located on Crown land (below the Natural Boundary) on both the North and South banks; and,
- construction of the permanent bridge crossing over the Columbia River.

For the purposes of this application, the boundary between City and Crown land is taken as the Natural Boundary as indicated in the attached figures.

South Bank

An existing 'Licence of Occupation' is held by the City of Trail for the property on the South Bank (Licence No. 404544, copy is attached); however this application is to request for amendment to allow the construction of the proposed permanent suspension bridge.

North Bank

A new 'Licence of Occupation' is requested for the access road and works on the North Bank (area of approximately 275 m x 25 m).

BUCKLAND & TAYLOR | COWI

Section A – Project Overview

Project and Purpose

The proposed new facility is a new pedestrian / utility suspension bridge with wind cables in the City of Trail, BC. The structure is multi-purpose (pedestrian, water, sewer, and potential future gas line). The purpose of the new structure is to replace the old crossing at the Old Trail Bridge, which has been closed to pedestrians (and vehicles) as it is no longer deemed fit for service.

Location, Size and Main Features of the Project

The proposed location is just upstream of the existing Old Trail Bridge. The North Abutment will be located at the edge of Columbia Ave. between Thom St. and McQuarrie St. The bridge crossing is approximately perpendicular to the river banks, and the South Approach ties into Rotary Park.

The length of the bridge is 280 m, with a typical deck width of 2.6 m (clear width between curbs of 2.2 m). The proposed structure type is a suspension bridge with wind cables, and two main towers located at the edge of the Columbia River (below the high water level). This area is dry for part of the year. The main tower height above deck level is 26 m.

Access plans

South Tower / Foundation: Access for construction of the South tower / foundation will be from Rotary Park (City owned land) on the South Bank. Potentially a portion of the bank, which is crown land, will be removed to provide an access ramp for construction equipment down to the bank of the river (part of this application for use). This disturbed material will be replaced upon completion of construction.

North Tower / Foundation: Access for construction of the North tower / foundation will be from the road (Columbia River, temporary closure), and by an access road cut in the bank on the North Side of the Columbia River. This road is an existing road bed (since deactivated) which will be reactivated to allow access to the river bank for construction equipment (part of this application for use).

No midstream in-stream work with equipment (other than potentially motor boats) is planned.

Construction Schedule

The construction is planned to start in late summer / early fall 2014, and be completed in summer 2015.

Section B – Project Description

a. Outline of the proposed development

Application for Crown Land Tenure is for access during construction (including re-establishing an old existing road cut into the North Bank), and for construction of permanent tower foundations below the high water level (on crown land) and for the bridge crossing across the river. This crossing will replace the existing Old Trail Bridge, which has been closed to pedestrian and vehicle traffic.

It is intended that the crossing will be used frequently by the residents and will provide social benefits to the City. The bridge is being designed as a permanent structure (design life of 75 years, as per applicable Canadian codes).

b. Construction

A proposed construction method is as follows:

- Construct temporary sheet piles (5 x 10 m enclosure) at each tower location;
- Drive the piles, and cast the pile cap and lower tower portion (concrete); (note that although the concept drawing shows 6-610 mm diameter steel pipe piles, micro piles are also being considered. The footprint of the pile cap for a micro piled foundation would be similar);
- Erect the upper tower (steel) with crane likely to be located on river banks;
- Build temporary platforms at deck level (supported on the pile caps) at each tower (if required), or using other type of temporary work platform (such temporary bridge spanning from top of bank to tower location);
- Using a leader rope and a boat, pull the main cables and wind cables across the river (keeping the cable above the river bed if required);
- Using a winch system on the tower (or with cranes located at the river bed or up the banks), hoist the main cable into place;
- Anchor the main cables and wind cables into the banks using soil anchors or dead man anchors; and,
- Using a simple highline, 'stick build' the deck. Alternatively, work from one end of the deck to the other using a launcher (inching along the deck span as the work proceeds).

Aside from construction of the sheet pile coffer dams, no in-stream work is envisioned.

The permanent pile caps and wind cable anchors will be on crown land (below high water level defined as the natural boundary on the attached figures).

c. Materials

No significant permanent removal or addition of materials (gravel / fill) is envisioned, with exception of the following:

- A gravel base may be provided at the underside of each pile cap for leveling;
- Potential of the temporary excavation of the South bank to build a ramp down to the tower foundation (material will be replaced upon completion); and,
- Local excavation of the bank to construct each wind cable anchor will be required, and the locally excavated area will be stabilized with reinforced and soil anchored shotcrete and/or concrete. Temporary stock piling will be in the staging area on each bank.

d. Environment

The portion of the banks that are disturbed during the construction, will be restored to their natural condition when the construction is completed (i.e. material excavated will be replaced).

BUCKLAND & TAYLOR | COWI

Section C – Additional Information

I. Environmental

Applications for approval / request for approval are being sent under Section 9 (to FrontCounterBC) and to the Department of Fisheries.

II. Socio-Community

No negative impact expected.

BUCKLAND & TAYLOR

cc:

Per: Julie Gubbins, P. Eng.

Application for Crown Land Tenure – Supporting Documents (Figures)

Project: Construction of a new Pedestrian / Utility Suspension Bridge to be located in downtown Trail, BC, crossing the Columbia River. Application for new licence (North Bank) and amendment to existing licence (South Bank).

- Figure 1 - Key Plan
- Figure 2 - Legal Description
- Figure 3 - Tower Locations with respect to Lot Boundaries – 1 of 2
- Figure 4 - Tower Locations with respect to Lot Boundaries – 2 of 2
- Figure 5 - Aerial Photo
- Figure 6 - Site Plan
- Figure 7 - Bridge General Arrangement – 1 of 2
- Figure 8 - Bridge General Arrangement – 2 of 2

In addition to the above figures (contained in this file), included with this application as separate documents are the following:

- Management Plan - Description of planned project
- Letter of Agency
- Title KN56327.pdf - Certificate of Title (South Bank) – Refer to Part 3 of the application

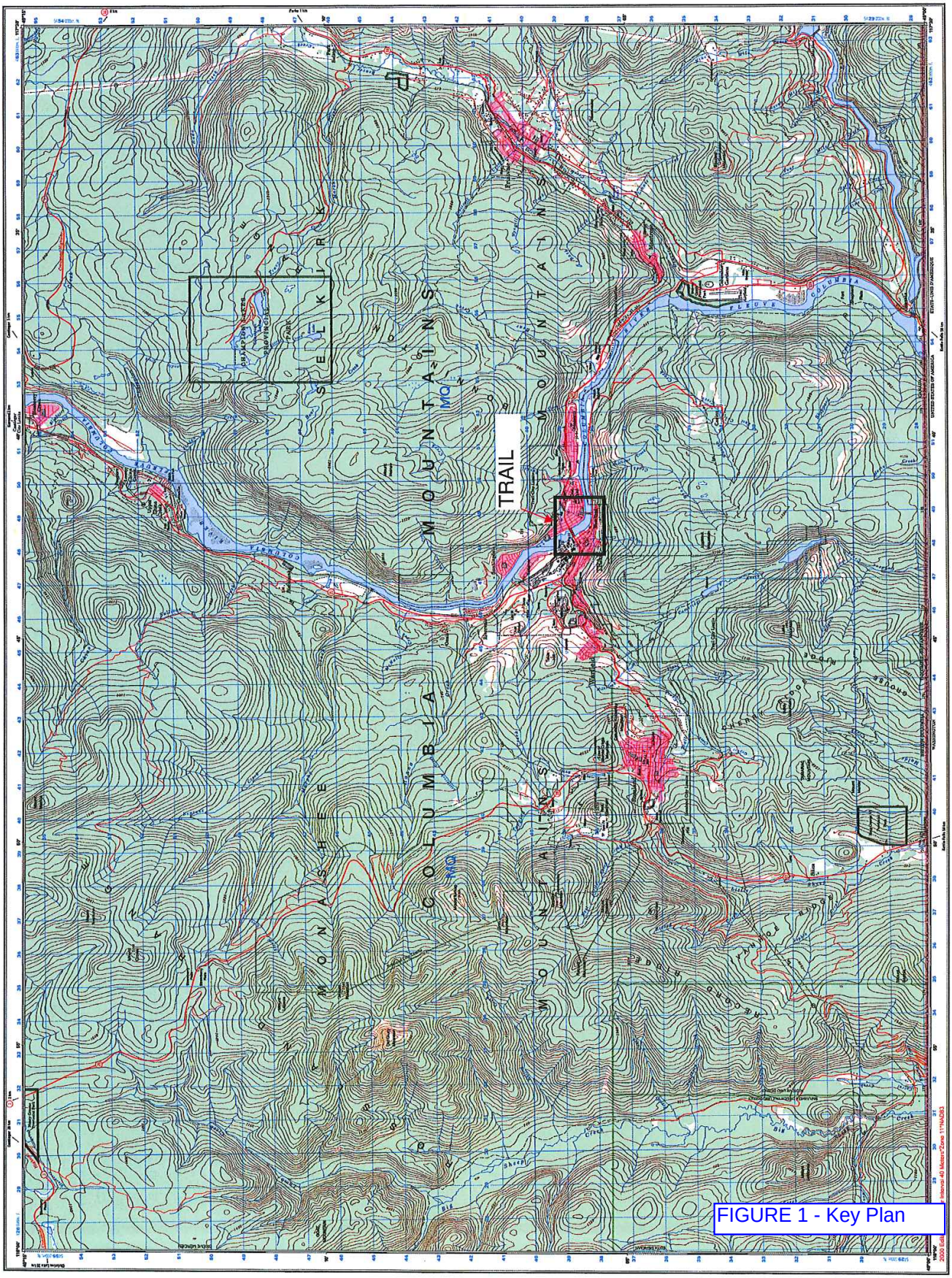


FIGURE 1 - Key Plan

License of Occupation

Legal Description Schedule

File No: 4401950
Disposition: 9887907

All that unsurveyed Crown foreshore being part of the bed of the Columbia River fronting District Lots 230 and 4598, and containing 2.3 hectares more or less.

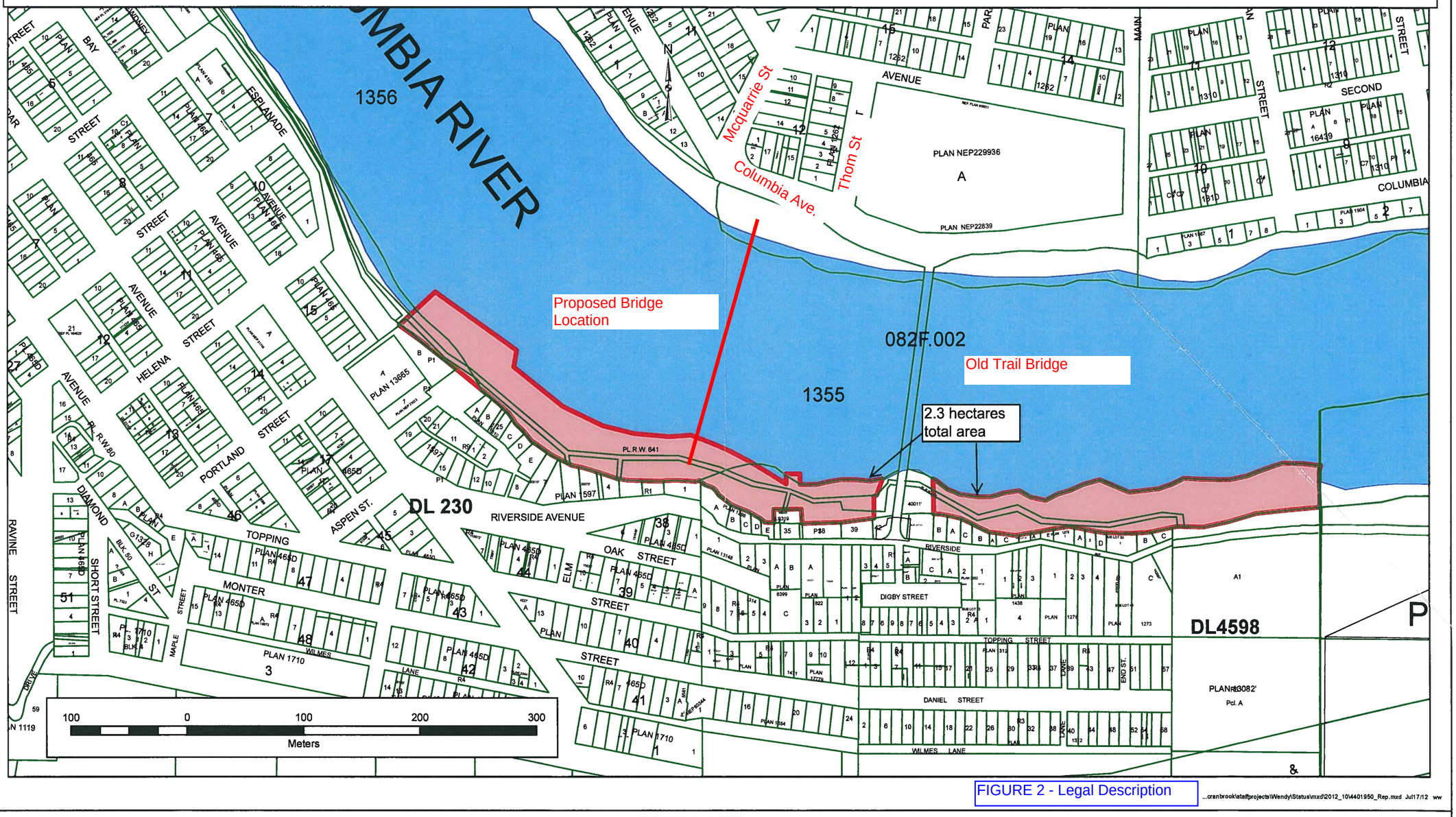


FIGURE 2 - Legal Description

...cranbrook\staff\projects\Wendy\Status\mxd\2012_10\4401950_Rep.mxd Jul17/12 ww

Scale 1:3,000

BCGS Mapsheet(s): 82F.002

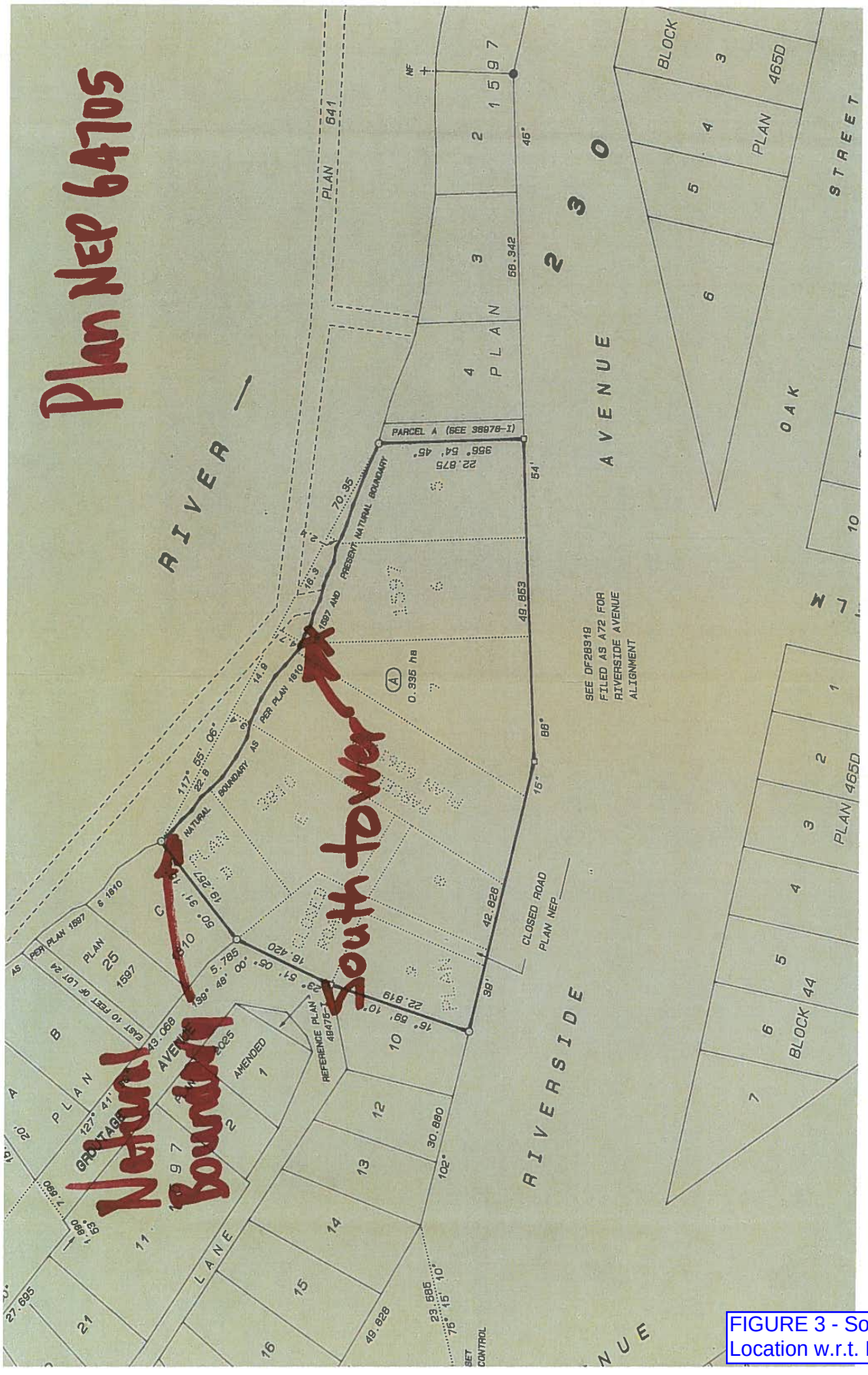


FIGURE 3 - South Tower Location w.r.t. Lot Boundaries

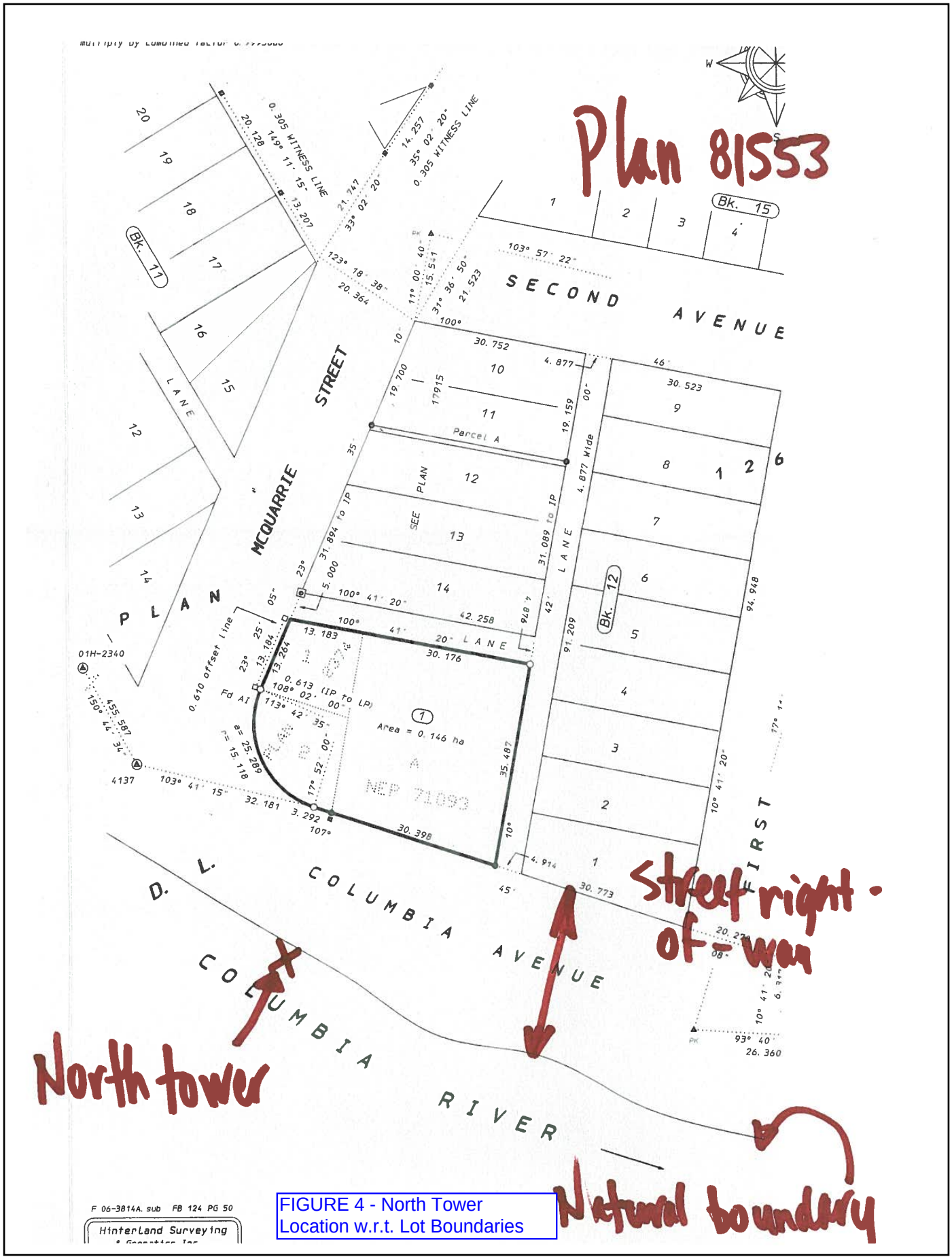


FIGURE 4 - North Tower Location w.r.t. Lot Boundaries



FIGURE 5 - Aerial Photo

CONCEPTUAL 2013 OCT 25

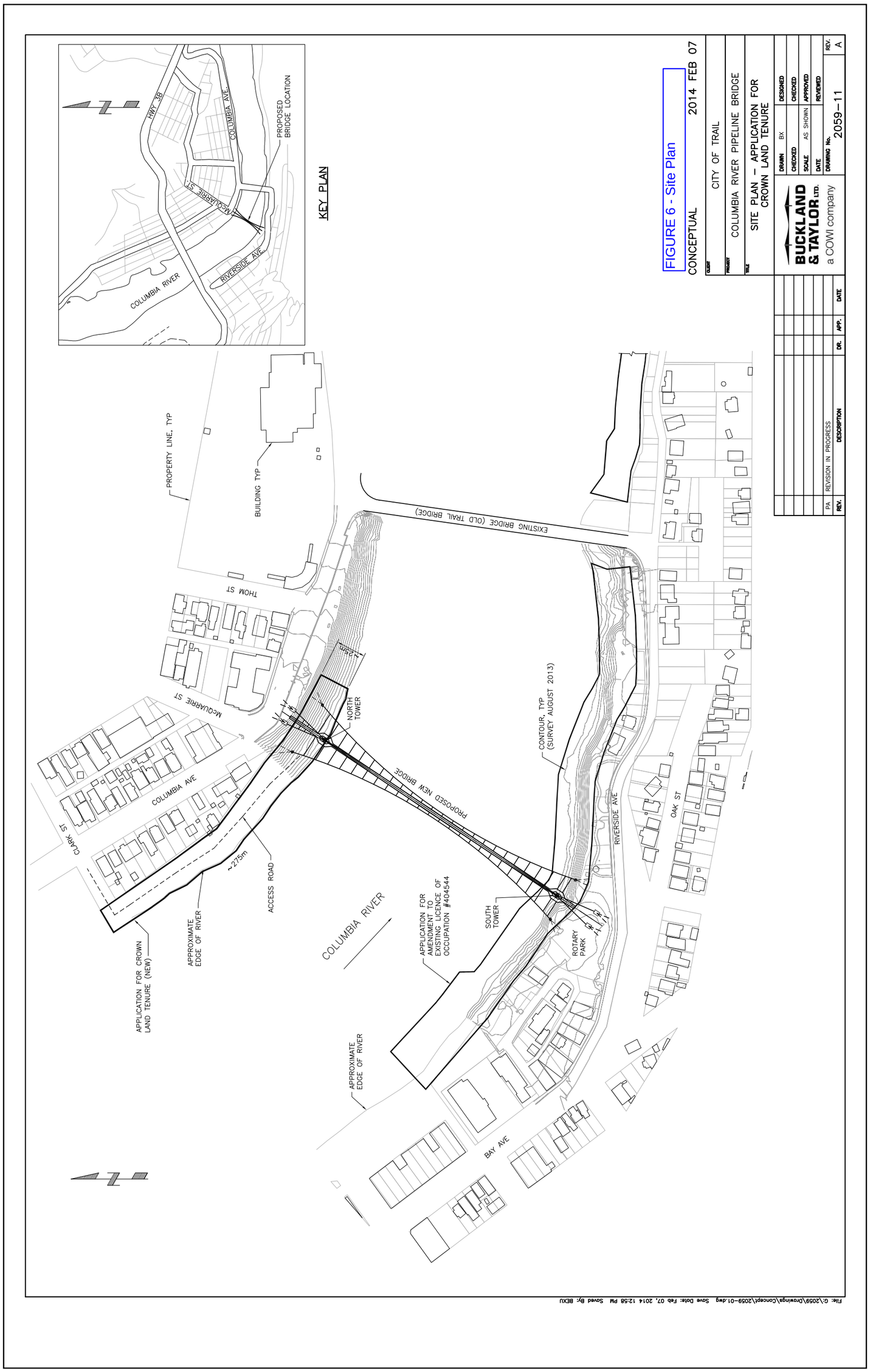
CLIENT	CITY OF TRAIL
PROJECT	COLUMBIA RIVER PIPELINE BRIDGE
TITLE	GENERAL ARRANGEMENT CONCEPT 1

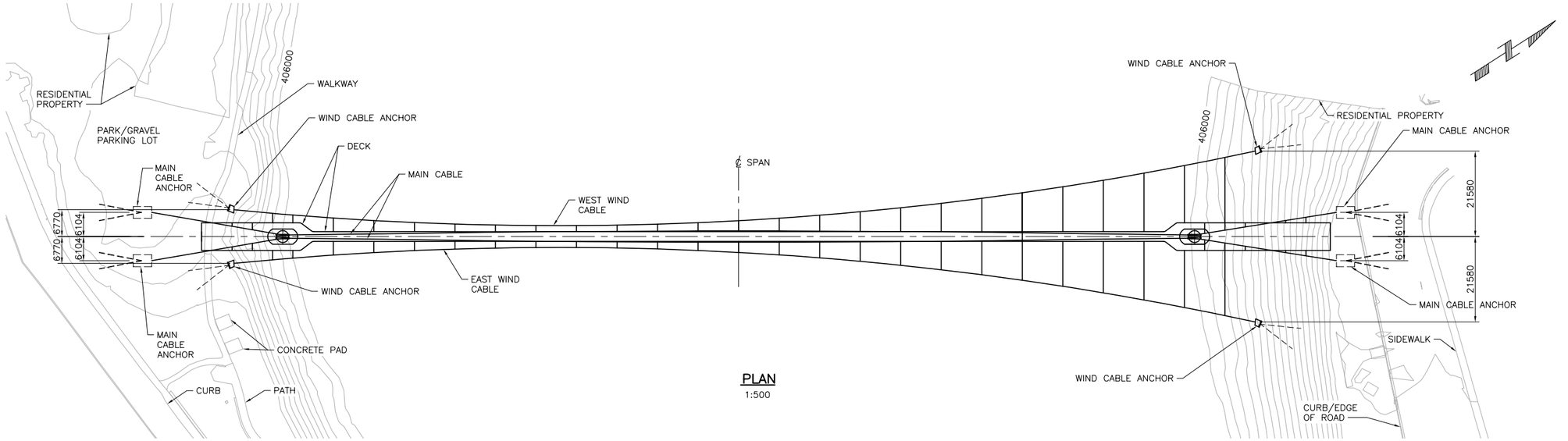
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PA	REVISION IN PROGRESS			

BUCKLAND & TAYLOR LTD.
a COWI company

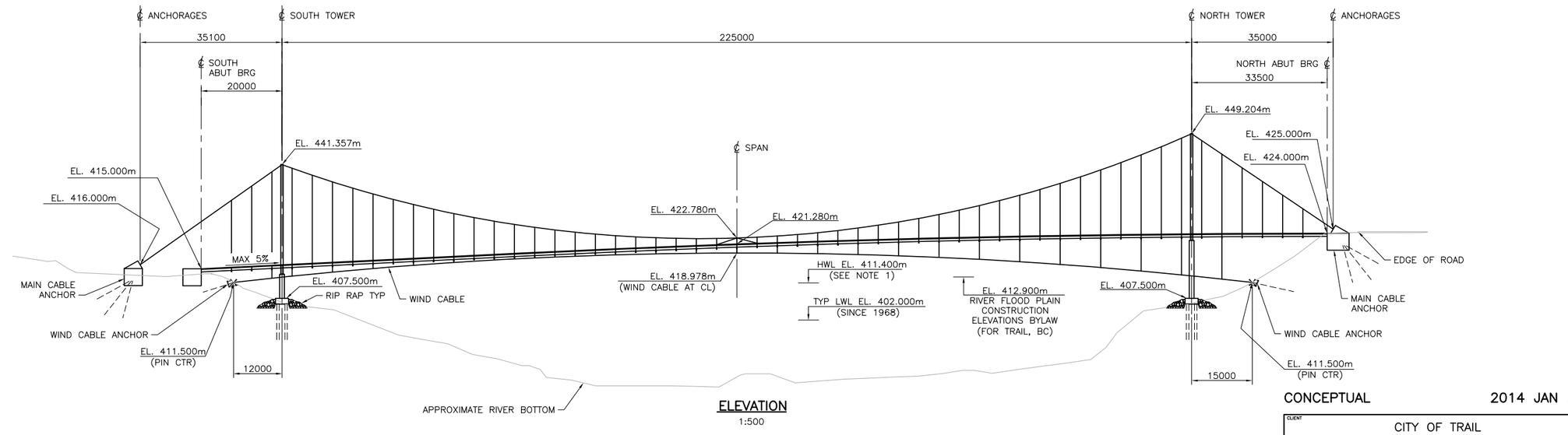
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FIGURE 6 - Site Plan
CONCEPTUAL
2014 FEB 07
CLIENT
CITY OF TRAIL
PROJECT
COLUMBIA RIVER PIPELINE BRIDGE
TITLE
SITE PLAN – APPLICATION FOR CROWN LAND TENURE
BUCKLAND & TAYLOR LTD.
a COWI company
DRAWN BX
DESIGNED
CHECKED
CHECKED
SCALE AS SHOWN
APPROVED
DATE
REVIEWED
DRAWING No. 2059–11
REV. A
REV. DESCRIPTION DR. APP. DATE
PA REVISION IN PROGRESS
KEY PLAN
HWY 3B
COLUMBIA AVE.
McQUARRIE ST.
PROPOSED BRIDGE LOCATION
RIVERSIDE AVE.
COLUMBIA RIVER
PROPERTY LINE, TYP
BUILDING TYP
EXISTING BRIDGE (OLD TRAIL BRIDGE)
THOM ST
McQUARRIE ST
NORTH TOWER
PROPOSED NEW BRIDGE
CONTOUR, TYP (SURVEY AUGUST 2013)
COLUMBIA AVE
CLARK ST
~275m
ACCESS ROAD
APPROXIMATE EDGE OF RIVER
APPLICATION FOR CROWN LAND TENURE (NEW)
COLUMBIA RIVER
APPLICATION FOR AMENDMENT TO EXISTING LICENCE OF OCCUPATION #404544
SOUTH TOWER
ROTARY PARK
RIVERSIDE AVE
OAK ST
APPROXIMATE EDGE OF RIVER
BAY AVE
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PLAN
1:500



ELEVATION
1:500

CONCEPTUAL 2014 JAN 29

CLIENT: CITY OF TRAIL

PROJECT: COLUMBIA RIVER PIPELINE BRIDGE

TITLE: GENERAL ARRANGEMENT – CONCEPT 2

FIGURE 7 - General Arrangement - 1 of 2

NOTES:

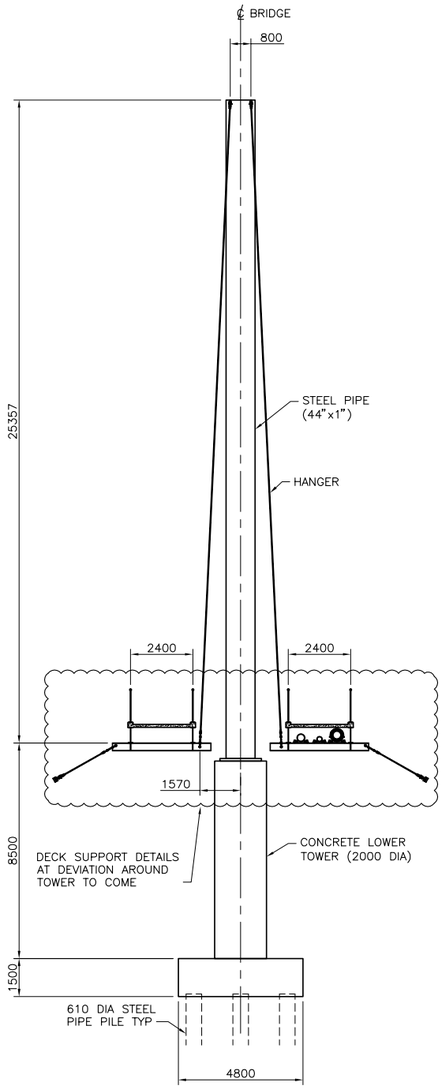
1. MAX HWL AT BRIDGE SITE (BASED ON ADJUSTED ENVIRONMENT CANADA RECORDS AT BIRCHBANK) SINCE CONSTRUCTION OF HUGH L. KEENLEYSIDE DAM IN 1968.

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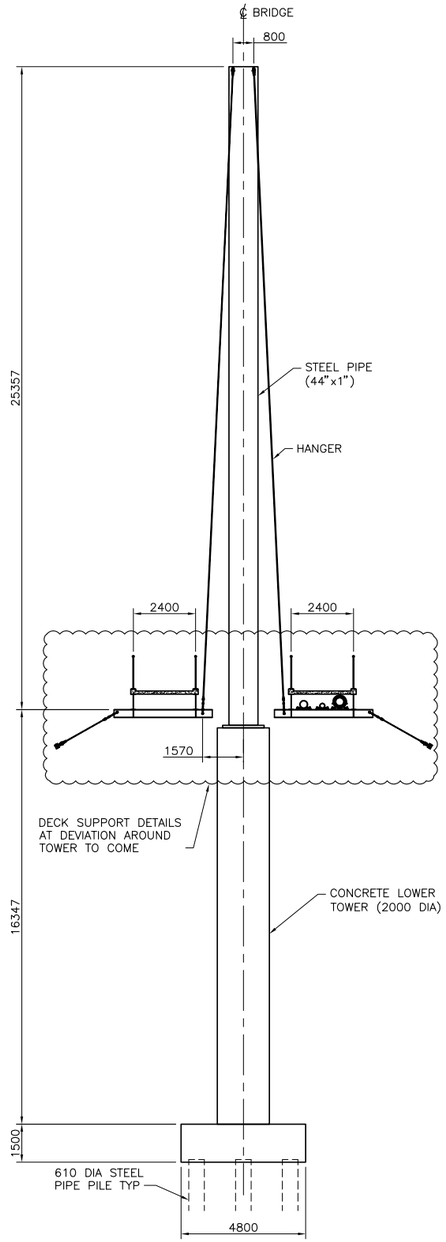
BUCKLAND & TAYLOR LTD. a COWI company

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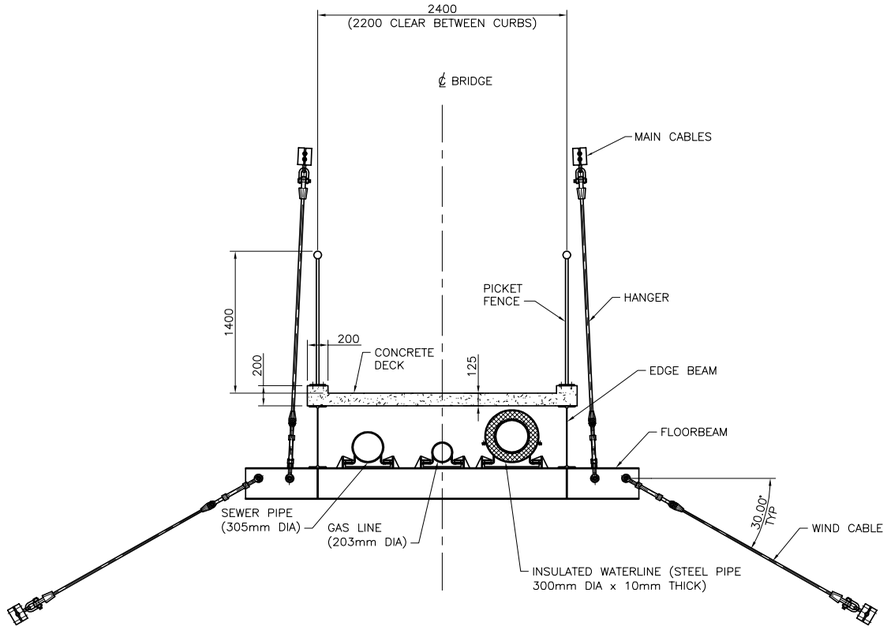
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SECTION AT SOUTH TOWER
1:100



SECTION AT NORTH TOWER
1:100



SECTION AT MIDSPAN
1:25

CONCEPTUAL 2014 JAN 29

CLIENT: CITY OF TRAIL

PROJECT: COLUMBIA RIVER PIPELINE BRIDGE

TITLE: GENERAL ARRANGEMENT – CONCEPT 2 SECTIONS

FIGURE 8 - General Arrangement - 2 of 2

REV.	DESCRIPTION	DR.	APP.	DATE
PC				
PB				
PA				

BUCKLAND & TAYLOR LTD.
a COWI company

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SCALE	AS SHOWN	APPROVED	
DATE		REVIEWED	
DRAWING No.	2059–04	REV.	C

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Regional District of Kootenay Boundary

STAFF REPORT

Date: June 18th, 2014 **File:**

To: John MacLean, CAO

From: John Mackey, CD, MA Director of Recreation & Facilities

Re: Grand Forks & District Recreation Commission – Request for Project Approval

Issue Introduction

A staff report from John Mackey, Director of Recreation & Facilities regarding the following projects:

Budget Exhibit 040 – Grand Forks Aquatic Centre – Upgrade Pool Deck Surface

Background

When the facility was originally built it had a ceramic tile deck. This deck lasted less than a year and was subsequently removed and replaced with StonHard surfacing. For whatever reason, this product never lived up to its claims and the deck was under repair within a couple of years of application. In 2009, after our lengthy shutdown, we once again upgraded the decking with StonHard, having being assured the extended five month shutdown would have sufficiently dried out the building and the application would be exceptional. We were patching the deck within the year.

We have no desire to continue working with the StonHard product. The alternative is Rubber aggregate.

Project Parameters

To resurface the deck area inside the pool proper with the suitable aggressive and safe deck product as per the drawings and our measurements.

There is 4308 sq ft of flat surface area, 283 feet of border, 267 feet of vertical baseboard and 600 feet of edging along the grates as well as the grate risers to keep grates flush. The vertical work and borders are time consuming and add a substantial amount to the bill but will be well worth the extra.

Project Estimates

Staff has received three (3) firm quotes on the project as follows:

- Rubber Deck Ont $53,887
- Rubaroc BC $79,385
- StonCor Group $42,111

All bids are subject to applicable taxes.

Notes

Although StonCor is the low bid, we have had very little success with this product over the past 20 years. It is constantly under repair and the quality of the workmanship is definitely lacking. The repair patching is quite unsightly.

The rubber surfaces are finding their way into BC and carry excellent 10 year warranties on product and workmanship.

Recommendation

That the quote from Rubber Deck Ont is accepted at a price of $53,887 plus taxes for the upgrade of the pool deck surface at the Grand Forks Aquatic Centre.

Respectfully submitted:

John MacKey, CD, MA

Concurrence:
(CAO)

Rubber Deck Ont

Phone 1-855-415-1535
email info@rubber-deck.com

QUOTE/WORK ORDER

Name:_ John Mackey

Address:__2020 Central Avenue

City: __Grand_ Forks_ BC_____

Cell :_____

Phone:_____

Email gfrec@rdkb.com

Contact:_ John Mackey

Date :_June 18/14

Staff:_ _Rod Alcorn

Age _____

Perimeter _____

Quantity	DESCRIPTION			AMOUNT
4300	Total square footage - single colour -	$9		$38700.
	Type of substrate - Concrete with epoxy overlay			
	Colour—single/blend -- Sand, Brown and Black			
283	Border – colour – Same as above but reverse mixture	$9		$2547
	Options			
267	Vertical surfaces	$20 lin ft		$5340
2	Vertical around column bases [unknown quantity]	$750		$1500
600	Taper edges to meet grates	$3		$1800
16	Cut in depth markings – label, size and location to be provided	$250		$4000
	50 % Deposit 50 % upon completion SUBTOTAL			$53887
	HST			
	Signature TOTAL			

John Mackey

From: Karen Dennison [k.dennison@hotmail.com]
Sent: May-08-14 10:12 AM
To: John Mackey
Subject: Rubaroc Quote Aquatic Centre

Hi John

Sorry for the delay getting this to you.

To rubber surface the area inside the pool room with the rubaroc product as per the drawings and our measurements from on site visit.

There is 4308 sq ft of flat surface area, 283 feet of border, 267 feet of vertical baseboard and 600 feet of edging along the grates as well as the grate risers to keep grates flush.
The vertical work and borders are time consuming and add a substantial amount to the bill but will be well worth the extra.

The total for the rubber surfacing and labour to install as well as travel and living out expenses for our crew included is 79,365.00 plus Gst

Breakdown as follows:

Flat lay portion of project	$52,800.00
Vertical	$ 4665.00
Steps	$ 1248.00
Border	$ 6102.00
Edge	$ 1500.00
Grinding & Prep	$ 3000.00
Posts	$ 1250.00
Travel & Living out Exp	$ 8800.00
	$79,365.00

We are waiting for approval before we go ahead and make up final samples for the flat lay and the border. We will be able to complete this project on your summer shut down. We require a 1/3 deposit of 26,722.00 to book the time, once on site we require another 1/3 payment, then on completion we require the final 1/3 payment.

Please call me any time to discuss further, 250-981-3447

Regards,
Karen Dennison
Rubaroc BC

STONHARD

StonCor Group, RPM Canada • 95 Sunray Street • Whitby, Ontario • L1N 9C9 • Phone (905) 430-3333 • Fax (905) 430-3056

800-263-3112 Vancouver • Calgary • Edmonton • Regina • Saskatoon • Winnipeg • Toronto • Ottawa • Halifax • Saint John • St. John's
800-263-7524 Montréal • Hull • Québec • Sherbrooke • Trois-Rivières • Chicoutimi

April 30, 2014

Grand Forks & District Recreation Commission
2020 Central Avenue
Grand Forks, BC
V0H 1H0

Attention: Mr. John Mackey

Reference #: 2015795

Dear Mr. Mackey:

Thank you for the opportunity to provide a proposal to resurface the floors of the Pool Deck.

The solution we recommend is a system comprising of Stonshield SLT. The scope of the work is as follows:

Stonhard's responsibilities:

- The area will be cleaned and prepared by prepmaster method to Stonhard's specifications.
- One coat of Standard Primer will be applied.
- Stonshield Cove Base will be installed to form a 6" cove base.
- Stonshield HRI base, a 100% solids epoxy mortar, will be installed at a nominal thickness of 1/8" to follow the present contour of the floor.
- Stonshield undercoat will be applied over the Stonshield HRI base.
- Stonshield aggregate will be broadcast into the undercoat.
- Stonkote CE4 will be applied to seal the floor, bringing the overall system to a 3/16" thickness.
- The joints will be sawcut and filled with Stonflex MP7, a flexible polyurethane.

This installation will assure you of a dense, hard, abrasion resistant surface, which will resist heavy traffic and a wide range of chemicals. It is a safe floor to work upon and one that will give you years of good service.

The area involved is approximately 3,700 square feet of flooring and 850 linear feet of coving. We shall be pleased to supply labour, material and freight at a cost of $42,111.00, GST extra.

Grand Forks & District Recreation Commission's responsibilities:

- Fully cured (28 days) concrete.
- Drains mounted flush with concrete.
- Supply a garbage container, utilities - including electricity, proper ventilation, water, heat with a floor temperature between 60 - 85 F and finished lighting.
- Provide unloading facilities and movement of materials as well as dry warm storage.
- The job area is to be free of other trades during, and for a period of 24 hours after the installation.
- Protection of completed surfaces from construction related damage.
- Power hook-up and supply for the Shotblast Equipment, 208V (3 phase, 60A), 220V (single phase, 30A), or 120V (single phase, 30A).

STONHARD

Please note:

- *Credit subject to approval.*
- *Substrates to receive Stonhard systems must meet industry and Stonhard's minimum standard of materials and construction.*
- *The quoted price is based on one mobilization to site and does not include grouting or sloping unless specifically indicated above.*

We guarantee all labour and material for a full year from the date of installation. We will co-ordinate installation dates with you.

We look forward to the opportunity of working with you and Grand Forks & District Recreation Commission on this project. If you should require any additional information or assistance then please do not hesitate to contact me at 250-469-0297.

Cordially yours,

Stonhard division, RPM Canada

Debra Lewis

for Dan Coombs
Territory Manager

DC/dl

Please note:
This price is valid for 60 days
Payment terms – net 30 days

Accepted By: _____ Date: _____

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**May 12, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **4234 CASINO ROAD, TRAIL, B.C.** **ELECTORAL AREA 'B'** **PARCEL IDENTIFIER: 026-653-290** **LOT A, SECTION 23, TOWNSHIP 8A, KD, PLAN NEP80857** **OWNER: BRIAN THOMAS**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owner has constructed an addition to a single family dwelling at the above referenced property without first obtaining a valid building permit.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The filing of a Notice on Title against the above mentioned property pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Staff Report dated March 14, 2014 submitted to the Board regarding the building bylaw contravention;
- Letter dated May 1, 2014 inviting the Owner to the May 28, 2014 Board Meeting.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;

2. That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, Section 23, Township 8A, KD, Plan NEP80857.

Respectfully submitted:



Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**March 14, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**BUILDING BYLAW CONTRAVENTION** **4234 CASINO ROAD, TRAIL, B.C.** **ELECTORAL AREA 'B'** **PARCEL IDENTIFIER: 026-653-290** **LOT A, SECTION 23, TOWNSHIP 8A, KD, PLAN NEP80857** **OWNER: BRIAN THOMAS**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owner, Brian Thomas has constructed an **addition to a single family dwelling** at the above referenced property without first obtaining a valid building permit.

Dec. 5, 2013	Upon performing a scheduled inspection in Casino, it was noted that an addition was being constructed at the above noted property. A site inspection was conducted at 1200 hrs and it was noted that a 28 ft X 24 ft (approx.) addition had been constructed (framed only) attached to the side of the dwelling with a height being 24 ft (approx.) from grade. A Stop Work Order posted at the above referenced property;
Dec. 13, 2013	**First registered letter** sent to owner confirming Stop Work Order posted and requesting a response by December 20, 2013;
Dec. 20, 2013	Canada Post confirmation that the first letter was successfully received by Brian Thomas;
Dec. 16, 2013	A telephone call from Brian Thomas at 1500 hrs to the Building Department stating that he would be submitting an application and required documentation soon;
Jan. 13, 2014	A telephone call from Brian Thomas at 1330 hrs left on voicemail. A telephone message was left on the owners' voicemail at 1420 hrs questioning compliance;
Jan. 20, 2014	A telephone call to owners' voicemail at 1343 hrs asking for all required documentation to be submitted and to call the Building Department;

Jan. 24, 2014	A telephone call to the owners' voicemail at 1558 hrs asking for a call to confirm compliance by the end of January or legal action may result;
Feb. 7, 2014	**Second registered letter** sent to owner requesting a response by February 21, 2014;
Feb. 26, 2014	**Third registered letter** sent to owner requesting a response by March 12, 2014;
March 7, 2014	Canada Post confirmation that the second registered letter was not successfully delivered, returned to sender;
March 10, 2014	Canada Post confirmation that the third registered letter was successfully received by Brian Thomas;

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner:

12.1 obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Third Registered letter dated February 26, 2014;
- Second Registered letter dated February 7, 2014;
- First Registered letter dated December 13, 2013.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;

2. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Brian Thomas to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, Section 23, Township 8A, KD, Plan NEP80857.

Respectfully submitted:



Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

February 26, 2014

REGISTERED MAIL

Brian Thomas
4234 Casino Road
Trail, B.C. V1R 4X3

Re: Addition to a SFD without a Building Permit
4234 Casino Road, Trail, B.C.
Lot A, Section 23, Plan NEP80857

Further to our site inspection on December 5, 2013, registered letters dated December 13, 2013, February 7, 2014 and phone calls, we have not received an application or any documentation for the construction of an addition to a single family dwelling without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449;

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

If we do not receive this documentation by **March 12, 2014**, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 57 of the Community Charter (copy attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Brian Zanussi
Building and Plumbing Official

cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachment
/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

February 7, 2014

REGISTERED MAIL

Brian Thomas
4234 Casino Road
Trail, B.C. V1R 4X3

Re: STOP WORK ORDER
4234 Casino Road, Trail, B.C.
Addition to SFD

Further to our letter dated December 5, 2013 and phone calls, we have not received any documentation for the construction of an addition to a single family dwelling without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449;

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

To apply for a permit, please fill out the enclosed application form and submit a drawing showing all construction details to our office by **February 21, 2014.** Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Brian Zanussi
Building and Plumbing Official

cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

December 13, 2013

REGISTERED MAIL

Brian Thomas
4234 Casino Road
Trail, B.C. V1R 4X3

Re: STOP WORK ORDER
4234 Casino Road, Trail, B.C.
Addition to SFD

This letter confirms a posting of a **Stop Work Order** on December 5, 2013 for construction of an addition to a single family dwelling without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449;

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved and all other permits required in connection with the proposed work prior to the commencement of such work.

To apply for a permit, please fill out the enclosed application form and submit a drawing showing all construction details to our office by **December 20, 2013**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Brian Zanussi
Building and Plumbing Official

cc: Mark Andison, General Manager of Operations / Deputy CAO
Michelle McIsaac, Corporate Administrator, City of Trail

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

May 1, 2014

Brian Thomas
4234 Casino Road
Trail, B.C. V1R 4X3

Re: Lot A, Section 23, Township 8A, KD, Plan NEP80857
4234 Casino Road, Trail, B.C., Electoral Area 'B'
Constructed an Addition to a Single Family Dwelling without a Valid Building Permit

On February 27, 2014 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 695 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filled. The Board has therefore, adopted the following resolution.

"That Brian Thomas be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, Section 23, Township 8A, Plan NEP80857".

This hearing before the Board of Directors is scheduled for Wednesday, May 28, 2014 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 202-843 Rossland Avenue, Trail, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by May 21, 2014. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 695 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

E. Kumar

Elaine Kumar
Director of Corporate Administration

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**June 13, 2014**	**File:**	
To:	**Chair McGregor and Board of Directors**		
From:	**Mark Andison, General Manager of Operations / Deputy CAO**		
RE:	**CANCELLATION OF BUILDING BYLAW CONTRAVENTION NOTICE LB392921** **394 COLUMBIA GARDENS ROAD, ELECTORAL AREA 'A'** **PARCEL IDENTIFIER: 016-017-099** **PARCEL B (EXPLANATORY PLAN 34811I), LOT 57, SECTION 20, TOWNSHIP 7A, DL 205A, KD, PLAN 800, EXCEPT PART INCLUDED IN PLANS 13814, NEP20797 AND NEP74145** **OWNERS: RODNEY HAINES, SANDRA HAINES AND RICK HAINES**		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding the cancellation of a Building Bylaw Contravention Notice.

History/Background Factors

A Notice on Title was registered against the above referenced property for locating a mobile home at the above referenced property without first obtaining a building permit and without inspections by the Regional District of Kootenay Boundary Building Department. All circumstances that required the registering of the Notice on Title have been rectified to the satisfaction of the Regional District of Kootenay Boundary. A written request to have the Notice removed from the property and a cheque in the amount of $200.00 for Administration fees has been received from the owner.

Implications (Financial, Policy/Practice, Interdepartmental or intergovernmental)

The owner has met all requirements of the Regional District of Kootenay Boundary to have the Notice on Title removed from the property.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Memo dated June 13, 2014 from Brian Zanussi, Building Official;

- Letter from Rick Haines dated June 11, 2014, requesting removal of Notice on Title;
- Title Search;
- Bylaw Contravention Notice LB392921;
- Staff Report dated March 12, 2010 from Sig Dreher, Chief Building and Plumbing Official.

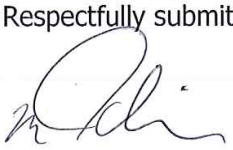
Alternatives

1. None.

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors **cancel the notice** registered in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 58 of the Community Charter against the property legally described as Parcel B (Explanatory Plan 34811I), Lot 57, Section 20, Township 7A, DL 205A, KD, Plan 800, Except part included in Plans 13814, NEP20797 and NEP74145.

Respectfully submitted:



Concurrence:

(C.A.O.)

Regional District of Kootenay Boundary

MEMORANDUM

TO: MARK ANDISON, GENERAL MANAGER OF OPERATIONS / DEPUTY CAO

FROM: BRIAN ZANUSSI, BUILDING AND PLUMBING OFFICIAL

DATE: JUNE 13, 2014

RE: CANCELLATION OF NOTICE ON TITLE LB392921
394 COLUMBIA GARDENS ROAD, ELECTORAL AREA 'A'
PID: 016-017-099
PARCEL B (EXPLANATORY PLAN 34811I), LOT 57, SECTION 20, TOWNSHIP 7A, DL 205A, KD, PLAN 800, EXCEPT PART INCLUDED IN PLANS 13814, NEP20797 AND NEP74145
OWNER: RODNEY HAINES, SANDRA HAINES AND RICK HAINES

Please be advised that the owners, Rodney Haines, Sandra Haines and Rick Haines have requested that the Board of the Regional District of Kootenay Boundary remove the Bylaw Contravention Notice LB392921 filed against the above noted property.

This office has determined that the circumstances that required the registering of a Notice on Title are no longer present. A building permit has been issued and inspections completed to the satisfaction of the Regional District of Kootenay Boundary.

Find attached:

- Letter from the owner received June 13, 2014 requesting removal of Notice on Title
- $200.00 administration fee
- Building permit #12-0196A
- Site inspection report dated June 13, 2014
- Title Search and Land Title Notice
- Staff Report to the Board on March 25, 2010 recommending a Notice on Title for the location of a mobile home without first obtaining a building permit

I recommend to the Board of the Regional District of Kootenay Boundary to consider the owner's request to remove the Notice on Title. The owner submitted the administrative fee of $200.00 on June 13, 2013 as required.

Attachments

June 11, 2014

TO The Regional District of Kootenay Boundary

This letter is to address the Matter of requesting That The Regional District of Kootenay Boundary please remove The Bylaw Contravention Notice on The title against The property of 394 Columbia Gardens Road, legal title Parcel B, Lot 57. Plan NEP800, District Lot 205A, Section 20, Township 7A. Kootenay Land District, (EXPL PL 34811) EXC PL 13814 NEP20797 NEP74145 PID: 016-017-099.

The Bylaw Notice was given due to a Mobile Home that was on The property that has Now been removed and a new home built in its place with a building permit in 2013/2012

Thank you,

Rick Haines
394 Columbia Gardens Rd.
Trail, B.C.
V1R 4W6.
(250)-231-0410

RECEIVED
JUN 13. 2014
REGIONAL DISTRICT OF KOOTENAY BOUNDARY

TITLE SEARCH PRINT 2014-06-11, 14:39:22

Requestor: RDKBTrail-FeeExempt

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District NELSON
Land Title Office NELSON

Title Number CA2539488
From Title Number LA50981

Application Received 2012-05-14

Application Entered 2012-05-22

Registered Owner in Fee Simple
Registered Owner/Mailing Address: RODNEY RAYMOND HAINES, RETIRED
SANDRA MARTHA LYNNE HAINES, RETIRED
PO BOX 2
FRUITVALE, BC
V0G 1L0
AS TO AN UNDIVIDED 99/100 INTEREST AS JOINT TENANTS

Registered Owner/Mailing Address: RICK RAYMOND HAINES, CARPENTER
394 COLUMBIA GARDENS ROAD
TRAIL, BC
V1R 4W6
AS TO AN UNDIVIDED 1/100 INTEREST

Taxation Authority NELSON TRAIL ASSESSMENT AREA

Description of Land
Parcel Identifier: 016-017-099
Legal Description:
PARCEL B (EXPLANATORY PLAN 34811I) LOT 57 SECTION 20 TOWNSHIP 7A DISTRICT LOT 205A KOOTENAY DISTRICT PLAN 800, EXCEPT PART INCLUDED IN PLANS 13814, NEP20797 AND NEP74145

Legal Notations
BYLAW CONTRAVENTION NOTICE, COMMUNITY CHARTER, SECTION 57
SEE LB392921

TITLE SEARCH PRINT 2014-06-11, 14:39:22

Requestor: RDKBTrail-FeeExempt

Charges, Liens and Interests

Nature:	RESERVATION
Registration Number:	V18721
Registered Owner:	THE NELSON & FORT SHEPPARD RAILWAY COMPANY
Remarks:	SEE DD 2976 INTER ALIA

Nature:	RESERVATION
Registration Number:	12263D
Registration Date and Time:	1924-04-07 10:00
Registered Owner:	COMINCO LTD.
Remarks:	INTER ALIA

Nature:	UNDERSURFACE RIGHTS
Registration Number:	Q12708
Registration Date and Time:	1981-05-15 11:13
Remarks:	INTER ALIA FORFEITED TO CROWN

Nature:	COVENANT
Registration Number:	KV119405
Registration Date and Time:	2003-09-30 14:41
Registered Owner:	THE INTERIOR HEALTH AUTHORITY AS TO AN UNDIVIDED 1/2 INTEREST
Registered Owner:	REGIONAL DISTRICT OF KOOTENAY BOUNDARY AS TO AN UNDIVIDED 1/2 INTEREST

Nature:	EASEMENT
Registration Number:	KV119407
Registration Date and Time:	2003-09-30 14:42
Remarks:	APPURTENANT TO SUBLOT 20 PLAN X66 EXCEPT PCL A (2597I) AND PLAN 1305

Nature:	EASEMENT
Registration Number:	KV119408
Registration Date and Time:	2003-09-30 14:52
Remarks:	APPURTENANT TO LOT A PLAN NEP74145

Nature:	MORTGAGE
Registration Number:	LA50982
Registration Date and Time:	2006-04-21 11:56
Registered Owner:	KOOTENAY SAVINGS CREDIT UNION

Duplicate Indefeasible Title NONE OUTSTANDING

TITLE SEARCH PRINT 2014-06-11, 14:39:22

Requestor: RDKBTrail-FeeExempt

Transfers	NONE
Pending Applications	NONE

Regional District of Kootenay Boundary

22 JUN 2010 13 03 CA392921

LAND TITLE OFFICE

Pursuant to Section 695 of the Local Government Act
And Section 57 of the Community Charter

TAKE NOTICE THAT the Regional District of Kootenay Boundary Board at it's meeting on April 29, 2010 adopted a resolution pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter relating to a Contravention of Building Bylaw No. 449. This Notice pertains to land described as:

PARCEL IDENTIFIER: 016-017-099
PARCEL B (EXPLANATORY PLAN 34811I) LOT 57 SECTION 20 TOWNSHIP 7A DISTRICT LOT 205A KOOTENAY DISTRICT PLAN 800 EXCEPT PART INCLUDED IN PLANS 13814, NEP20797 AND NEP74145

FURTHER information respecting the resolution may be inspected at the offices of the Regional District of Kootenay Boundary located at 202 – 843 Rossland Avenue, Trail, B.C. during regular scheduled hours.

DATED at the City of Trail, Province of British Columbia this 9th day of June, 2010.

E. Kumar

Elaine Kumar, Director of Corporate Administration
Regional District of Kootenay Boundary

202 – 843 Rossland Ave Trail, British Columbia Canada V1R 4S8
toll-free: 1-800-355-7352 • tel: 250.368-9148 • fax: 250.368-3990
email: admin@rdkb.com • web: www.rdkb.com

Regional District of Kootenay Boundary

STAFF REPORT

Date:	**March 12, 2010**	**File:**	
To:	**Chair Rotvold and Board of Directors**		
From:	**Sig Dreher, Chief Building and Plumbing Official**		
RE:	**BUILDING BYLAW CONTRAVENTION** **394 COLUMBIA GARDENS ROAD, ELECTORAL AREA 'A'** **PID: 016-017-099** **PARCEL B (EXPLANATORY PLAN 34811I), LOT 57, SECTION 20, TOWNSHIP 7A, DISTRICT LOT 205A, K.D., PLAN 800, EXCEPT PART INCLUDED IN PLANS 13814, NEP20797 AND NEP74145** **OWNERS: RODNEY AND SANDRA HAINES**		

Issue Introduction

A staff report from Sig Dreher, Chief Building and Plumbing Official regarding a Building Bylaw Contravention.

History/Background Factors

The owners, Rodney and Sandra Haines **located a mobile home** at the above referenced property without first obtaining a building permit.

June, 2006	Building permit application received to locate a mobile home;
July 18, 2006	**Letter** sent to owners requesting a site plan and specifications for the mobile home;
July 27, 2006	Telephone conversation with the owner. If the specification sheet cannot be located, engineering may be required to confirm ground snow load and support system requirements;
Jan. 12, 2009	**Letter** sent to owner requesting a response by February 16, 2009;
Feb. 18, 2009	**Registered letter** sent to owner requesting a response by March 18, 2009;
Feb. 24, 2009	Canada Post confirmation that the letter was successfully delivered;
Mar. 20, 2009	**Second registered letter** sent to owner requesting a response by April 10, 2009;
Mar. 27, 2009	Canada Post confirmation that the letter was successfully delivered;
April 14, 2009	**Third registered letter** sent to owner requesting a response by May 12, 2009;
May 20, 2009	**Fourth registered letter** sent to owner requesting a response by June 22, 2009 (March 20th and April 14th, 2009 registered letters referred to 398 Columbia Gardens Road rather than 394 Columbia Gardens Road);
May 22, 2009	Canada Post confirmation that the letter was successfully delivered;

Oct. 29, 2009	Telephone conversation with owner, Rod Haines. He confirmed that the mobile home was for his son and there was one dwelling on the property. We confirmed that we would send another letter outlining the documents required prior to issuing a building permit.
Oct. 30, 2009	**Fifth registered letter** sent to owner requesting a response by November 30, 2009;
Nov. 3, 2009	Canada Post confirmation that the letter was successfully delivered;
Jan. 15, 2010	**Sixth registered letter** sent to owner requesting a response by February 15, 2010;
Jan. 19, 2010	Canada Post confirmation that the letter was successfully delivered;
March 12, 2010	To date, no building permit has been issued for the mobile home;

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Prohibition

7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction;

Duties of the owner

12.1 Every owner shall:

b) obtain where applicable from the authority having jurisdiction, **permits** relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, **buildings to be moved**, and all other permits required in connection with the proposed work **prior to the commencement of such work**;

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Registered letter dated January 15, 2010;
- Registered letter dated October 30, 2009;
- Registered letter dated May 20, 2009;
- Registered letter dated April 14, 2009;
- Registered letter dated March 20, 2009;

- Registered letter dated February 18, 2009;
- Letter dated January 12, 2009;
- Letter dated July 18, 2006.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of $200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Sig Dreher, Chief Building and Plumbing Official be received AND FURTHER that the Regional District of Kootenay Boundary Board of Directors invite Rodney and Sandra Haines to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Parcel B (Explanatory Plan 34811I), Lot 57, Section 20, Township 7A, District Lot 205A, K.D., Plan 800, except part included in Plans 13814, NEP20797 and NEP74145.

Respectfully submitted:	Concurrence: (Dept. Head)	Concurrence: (C.A.O.)
_____	_____	_____

Regional District of Kootenay Boundary

January 15, 2010

REGISTERED MAIL

Mr. Rod Haines
Box 2
Fruitvale, B.C. V0G 1L0

Re: Locate Mobile Home
394 Columbia Gardens Road, Electoral Area 'A'

Further to our previous letters and telephone conversation, the required documentation has not been received. A building permit is required to locate a mobile home on the above referenced property and this mobile home has been placed on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door);
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacture;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home – length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

If specifications from the manufacturer are not available, provide photos of any labels/plates on the mobile home containing specification information. A roof structure over the mobile home or a sealed report from a Registered Professional Engineer to confirm the structural adequacy of the mobile home for the required ground snow load may be required.

If we do not receive this documentation by **February 15, 2010**, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

The above noted items do not limit further information being required prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

Mickey Repin
Building and Plumbing Official

Attachment

cc: Sig Dreher, Chief Building and Plumbing Official

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Regional District of Kootenay Boundary

October 30, 2009

REGISTERED LETTER

Mr. Rod Haines
Box 2
Fruitvale, B.C. V0G 1L0

Re: Locate Mobile Home
394 Columbia Gardens Road, Electoral Area 'A'

Further to our previous letters and telephone conversation, the required documentation has not been received. A building permit is required to locate a mobile home on the above referenced property and this mobile home has been placed on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door);
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacture;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home – length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

If specifications from the manufacturer are not available, provide photos of any labels/plates on the mobile home containing specification information. A roof structure over the mobile home or a sealed report from a Registered Professional Engineer to confirm the structural adequacy of the mobile home for the required ground snow load may be required.

If we do not receive the required documentation by **November 30, 2009**, we may proceed with legal action.

The above noted items do not limit further information being required prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

Mickey Repin
Building and Plumbing Official

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Regional District of Kootenay Boundary

May 20, 2009

REGISTERED MAIL

Mr. Rod Haines
Box 2
Fruitvale, B.C. VOG 1LO

Re: Locate Mobile Home
394 Columbia Gardens Road, Electoral Area 'A'

Further to our previous letters and telephone conversation, the required documentation has not been received. A building permit is required to locate a mobile home on the above referenced property and this mobile home been placed on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door);
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacturer;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home – length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

If specifications from the manufacturer are not available, a sealed report from a Registered Professional will be required to confirm the structural adequacy of the mobile home for the ground snow load and foundations.

If we do not receive the required documentation by **June 22, 2009**, we may proceed with legal action.

The above noted items do not limit further information being required prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

Mickey Repin
Building and Plumbing Official

- Phil Rod 367-7478 @ 1130 - Oct. 29/09. confirmed = mailing address is Box 2, Fruitvale.
- per Rod: M.H. is for Rock (Son) & only 1 bdrm/bng is on the property. not sure if previous MH is still on it
- To: - will be sending another letter (of requirements) as BP is regarded but issued yet.

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April 14, 2009

Mr. Rod Haines
Box 2
Fruitvale, B.C. VOG 1LO

REGISTERED LETTER

Re: Locate Mobile Home
398 Columbia Gardens Road, Electoral Area 'A'

Further to our letters dated July 18, 2006, January 12, 2009, February 19, 2008, March 20, 2009 and telephone conversation on January 9, 2009, the required documentation has not been received. A building permit is required to locate a mobile home on the above referenced property and this mobile home this mobile home has been placed on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door):
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacturer;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home - length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

FILE

If specifications from the manufacturer are not available, a sealed report from a Registered Professional will be required to confirm the structural adequacy of the mobile home for the ground snow load and foundations.

If we do not receive the required documentation by **May 12, 2009**, we may proceed with legal action.

The above noted items do not limit further information being required prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

Mickey Repin
Building and Plumbing Official

Regional District of
Kootenay Boundary

March 20, 2009

Mr. Rod Haines
Box 2
Fruitvale, B.C. VOG 1LO

REGISTERED LETTER

Re: Locate Mobile Home
398 Columbia Gardens Road, Electoral Area 'A'

Further to our letters dated February 18, 2009, January 12, 2009, July 18, 2006 and telephone conversation on January 9, 2009, the required documentation has not been received. A building permit is required to locate a mobile home on the above referenced property and this mobile home has been placed on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door):
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacturer;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home – length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

If specifications from the manufacturer are not available, a sealed report from a Registered Professional will be required to confirm the structural adequacy of the mobile home for the ground snow load and foundations.

If we do not receive the required documentation by **April 10, 2009**, we may proceed with legal action.

The above noted items do not limit further information being required prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

M Repin

Mickey Repin
Building and Plumbing Official

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Regional District of Kootenay Boundary

February 18, 2009

Mr. Rod Haines
Box 2
Fruitvale, B.C. VOG 1LO

REGISTERED LETTER

Re: Locate Mobile Home
394 Columbia Garden Road, Electoral Area 'A'

Further to our letters dated January 12, 2009, July 18, 2006 and telephone conversation on January 9, 2009, the required documentation has not been received. A building permit is required to locate a mobile home on the above referenced property and this mobile home has been placed on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door):
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacture;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home – length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

If specifications from the manufacturer are not available, a sealed report from a Registered Professional will be required to confirm the structural adequacy of the mobile home for the ground snow load and foundations.

If we do not receive the required documentation by **March 18, 2009**, we may proceed with legal action.

The above noted items do not limit further information being required prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

Mickey Repin
Building and Plumbing Official

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Regional District of Kootenay Boundary

January 12, 2009

Mr. Rod Haines
Box 2
Fruitvale, B.C. VOG 1LO

Re: Locate Mobile Home
394 Columbia Gardens Road, Electoral Area 'A'

Further to our letter of July 18, 2006 (copy attached) and telephone conversation on January 9, 2009, the required documentation has not been received. It is our understanding that the mobile home has been located on the property.

In order to process the building permit application, the following documentation is required:

1. A photocopy of the Manufacturer's specification sheet showing the following information (specification sheet located inside the kitchen cabinets attached to the door):
   - Manufactured to which standard: CSA-A277 or CSA-Z240;
   - Date of Manufacture;
   - Ground Snow Load;
   - Serial Number;
   - Make and Model Number;
   - Size of Mobile Home – length and width.
2. A copy of the Manufacturer's support system specification for foundation system;
3. A drawing of the mobile home floor plan.

Note: If specifications from the manufacturer are not available, a sealed report from a Registered Professional will be required to confirm the structural adequacy of the mobile home for the ground snow load and foundations.

This documentation must be received in our office by **February 16, 2009.**

The above noted items do not limit further information being requested prior to issuance of the building permit.

If you have any questions, please contact the undersigned.

Yours truly,

Mickey Repin
Building and Plumbing Official

Attachment

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Regional District of Kootenay Boundary

STAFF REPORT

Date: 19 Jun 2014 **File**
To: **Chair McGregor & Board of Directors**
From: Elaine Kumar, Manager of Corporate Administration
Re: Animal Control - Boundary

Issue Introduction
A staff report from Elaine Kumar, Manager of Corporate Administration, regarding the Animal Control Contract in the Boundary (Electoral Areas 'C' & 'D' and the Cities of Grand Forks & Greenwood).

History/Background Factors
The Regional District of Kootenay Boundary contracted with the Commissionaires B.C. in 2013 to provide animal control services for the Boundary Animal Control Service. At the time the participants agreed to enter into a contract for one year.

The contract expires at the end of August of this year. The stakeholders have agreed to renew the contract, at the same costs, for one more year. The Commissionaires B.C. are also agreeable to this proposal.

Implications
Awarding the contract for another year to the Commissionaires maintains continuity with the service through the election period. The participants can review the contract in 2015 and make a decision on how they want to maintain/continue with this service.

Advancement of Strategic Planning Goals
N/A

Background Information Provided
Proposed contract

Alternatives

Receipt.
Receipt and approve.
Receipt and call for other proposals for the service.

Recommendation(s)
That the staff report from Elaine Kumar, Manager of Corporate Administration, regarding the animal control contract for the Boundary area be received.

That the Regional District of Kootenay Boundary Board of Directors awards the Animal Control - Boundary contract to the Commissionaires B.C. for the period of September 1, 2014 to August 31, 2015 for a total yearly cost of $103,200.

ANIMAL CONTROL SERVICE AGREEMENT

THIS AGREEMENT is dated for reference the 1st day of September, 2014.

BETWEEN:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
202-843 Rossland Avenue
Trail, British Columbia V1R 4S8

And:

Commissionaires B.C.
103 – 346 Lawrence Avenue
Kelowna, B.C. V1Y 6L4

WHEREAS:

A) The Regional District is authorized to provide animal control services for the Animal Control Service Area.
B) The Regional District is empowered to appoint an Animal Control Officer and Pound Keeper to undertake animal control and the licensing of dogs within the Animal Control Service Area; and
C) The Regional District has agreed to appoint the Contractor as the Animal Control Officer and Pound Keeper for the Animal Control Service Area and the Contractor has agreed to perform the services and carry out the obligations of the Animal Control Officer and the Pound Keeper for the Animal Control Service Area, upon the terms and subject to the conditions of this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the mutual covenants and agreements herein contained, and subject to the terms and provisions hereinafter set out, the parties covenant and agree as follows:

1. INTERPRETATION

1.1 Definitions

(a) "Animal Control Officer" means the animal control officer for the Animal Control Service Area appointed by the Regional District under the authority of Bylaw No. 1550;

(b) "Animal Control Service Area" means, collectively, the lands within the boundaries of the City of Grand Forks, the City of Greenwood and Electoral Areas "C" (which includes the community of Christina Lake) and "D" (which includes the rural Grand Forks area to the Brown Creek area) in the Regional District of Kootenay Boundary;

(c) "Animal Control Services" has the meaning set out in section 2.1 below;

(d) "Bylaw No. 1550" means RDKB Bylaw No. 1550, 2014, as may be amended from time to time, a copy of which is attached hereto as Schedule B;

(e) "Commencement Date" has the meaning set out in section 4.1 below;

(f) "Lands" means those lands (together with all buildings and improvements located thereon, including the Pound) owned by the City of Grand Forks and legally described as PID: 023-560-227, Lot 1, DL 520, SMDYD, Plan KAP59893;

(g) "Pound" means the RDKB's animal control facility, together with all buildings and improvements associated therewith, located on the lands;

(h) "Pound Keeper" means the pound keeper for the Animal Control Service Area appointed by the RDKB pursuant to Bylaw No. 1550; and

(i) "Term" has the meaning set out in section 4.1 below.

1.2 Interpretation

(a) When the singular or neuter are used in this Agreement they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.

(b) All the provisions of this Agreement are to be construed as covenants and agreements as though the words importing covenants and agreements were used in each separate paragraph.

(c) The headings of the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit, or enlarge the scope or meaning of this Agreement or provision of it.

2. ANIMAL CONTROL SERVICES

2.1 Animal Control Services

The contractor will provide all necessary materials, employees, labour, training, supervisions, uniforms, vehicles and equipment required in connection with carrying out and performing the services set forth in this section 2.1 and shall perform all works and services incidental to the proper execution of the duties of the Animal Control Officer and Pound Keeper pursuant to the Bylaws, including, but not limited to:

(a) Patrolling the Animal Control Service Area regularly for the purpose of enforcing the Bylaws;

(b) Providing at least one (1) vehicle ("patrol vehicle") for use in patrolling the Animal Control Service Area, which patrol vehicle shall be marked according to the instructions of the RDKB;

(c) Receiving and investigating complaints from the public and from the municipalities and electoral areas within the Animal Control Service Area related to the Bylaws;

(d) Taking appropriate and authorized enforcement measures as stipulated in the Bylaw;

(e) Communicating with the public in a respectful manner and resolving disputes with enforcement measures being the last resort;

(f) Liaising with the municipalities and electoral areas within the Animal Control Service Area regarding the Contractor's performance of the Animal Control Services;

(g) Operating and maintaining the Pound in a manner consistent with the humane treatment of animals;

(h) Complying with all applicable local, provincial and federal regulations or guidelines relating to the proper and humane treatment of animals;

(i) Providing carious sized humane animal traps to trap problem animals that cannot be caught in any other manner;

(j) Carrying out euthanasia on animals in a humane manner and in accordance with the Bylaws;

(k) Collecting and delivering to the RDKB animal license fees for dogs, in accordance with Bylaw No. 1073; and

(l) Maintaining a record of activity & quarterly reports on the activities pursuant to this contract, which will be provided to the RDKB.

(m) Performing such other reasonable services as the RDKB may from time to time require in connection with the services set forth in this section 2.1 and the enforcement of the Bylaws or such other reasonable services as the parties may agree to pursuant to section 2.2 below,

(Collectively, the **"Animal Control Services"**).

2.2 Review of Animal Control Services

The RDKB and the Contractor agree that within thirty (30) days of the expiry of six (6) months from the Commencement Date of this Agreement, the parties will meet to review and discuss the scope

of the Animal Control Services, the Contractor's performance of the Animal Control Services and any other matters that the parties, acting reasonably, may agree to. The RDKB and the Contractor acknowledge and agree that, as a result of any discussions between the parties pursuant to this section 2.2, the RDKB may, acting reasonably, amend the scope of the Animal Control Services to be performed by the Contractor and the parties may, upon mutual agreement, amend any other term or provision of this Agreement.

3. THE POUND

3.1 The Contractor's use of the Pound

The Contractor will use the Pound for the purposes of carrying out the Animal Control Services and will not interfere with the RDKB's access to and use of the Pound for the purposes of ensuring the Contractor's compliance with this Agreement and inspecting all written records required to be kept by the Pound Keeper pursuant to this Agreement and the Bylaws.

3.2 No interest in land

The contractor acknowledges and agrees that its right to use the Pound for the purposes of carrying out the Animal Control Services will not create or be deemed to create any interest in land in the Lands or the Pound in the Contractor's favour.

3.3 Maintenance of the Pound and the Lands

As Pound Keeper, the Contractor will secure and maintain the Lands and the Pound in accordance with Bylaw No. 1550 and the terms of this Agreement. Without restricting the generality of the foregoing, the Contractor will secure and maintain the Lands and the Pound in a clean, tidy and safe condition and will provide appropriate indoor and outdoor runs, automatic waterers, quality feed and such other facilities and provisions as required to provide reasonable and humane accommodation for impounded animals.

4. TERM AND TERMINATION

4.1 Term

Subject to the terms and conditions of this Agreement, the term of this Agreement (the "**Term**") shall consist of one (1) year, commencing on September 1, 2014 (the "**Commencement Date**") and expiring on August 31, 2015.

4.2 Termination for cause

The Regional District may terminate this Agreement upon breach by the Contractor of any term or covenant of this Agreement, provided the Contractor has first been given seven (7) days notice of such breach and has failed in such time to remedy the breach to the satisfaction of the RDKB, acting reasonably.

4.3 Termination on notice

The RDKB may terminate this Agreement immediately and without prior notice upon any material breach by the Contactor of a term or covenant of this Agreement or upon any change in the members of the partnership comprising the Contractor from those set out on page 1 of this Agreement, unless such change in membership is approved by the RDKB.

4.4 Termination on notice

The Contractor may terminate this Agreement at any time, upon ninety (90) days prior written notice to the RDKB.

The RDKB may also terminate this Agreement at any time, upon ninety (90) days prior written notice to the Contractor.

5. SERVICE HOURS AND PAYMENT

5.1 Hours of Service

The Contractor will provide the Animal Control Services for a minimum of forty (40) hours per week (the **"Minimum Weekly Hours"**).

5.2 Monthly payments

In full consideration of the performance of the Animal Control Services pursuant to this Agreement and the Bylaws, the RDKB will pay the Contractor (as opposed to any individual employees of the Contractor) the total sum of $8,600.00 Dollars per month thereon. Payments will be preceded by an invoice from the Contractor (to be submitted to the RDKB monthly), which the RDKB will then pay in the ordinary course. The contractor acknowledges and agrees the monthly compensation payable by the RDKB to the Contractor pursuant to this section 5.2 includes compensation for the Contractor's performance of up to 40 additional call out hours per month, over and above the total of the Minimum Weekly Hours worked by the Contractor in any one month (the total of the Minimum Weekly Hours worked by the Contractor in any one month, plus the additional 40 call out hours per month, is hereinafter referred to as the "**Maximum Compensable Monthly Hours**").

5.3 Overtime hours

The RDKB and the Contractor acknowledge and agree that any additional call out hours worked by the Contractor over and above the Maximum Compensable Hours will be considered overtime hours for the purposes of this Agreement and the RDKB will not be required to compensate the Contractor for any overtime hours worked by the Contractor, unless:

(a) The overtime hours have been approved by the member municipalities and electoral areas within the Animal Control Service Area;

(b) The hourly rate payable by the RDKB to the Contractor for such overtime hours has been approved by the RDKB and the member municipalities and electoral areas within the Animal Control Service Area; and

(c) The Contractor has delivered to the RDKB an invoice detailing the overtime hours worked and the nature of the services performed.

5.4 Acknowledgement

The Contractor acknowledges and agrees that, except as provided in sections 5.2 and 5.3 above, the Contractor will not be entitled to, and the RDKB will not be obligated to pay, any monies other than the compensation for the Animal Control Services provided, as set out in section 5.2 and 5.3 above.

6. UTILITIES AND TELEPHONE SERVICES

6.1 Utilities

The Contractor will pay, as and when due, the authority or person to which same or owing, all charges assessed by any lawful authority during the Term in respect of utilities and services used in or supplied to the Lands and the Pound (including without limitation electricity, gas, oil, telephone (voice and date), internet, water, sewer and garbage collection). The RDKB will forward promptly to the contract any assessment notice it received in connection with such charges. Upon request by the RDKB, the Contractor will deliver promptly to the RDKB for inspection, receipts for payment of all charges payable by the Contractor pursuant to this section 6.1.

6.2 Telephone services

The contractor will, at its own expense, supply and maintain a twenty-four (24) hour local telephone service in the Animal Control Service Area, accessible without long distance tolls throughout the Animal Control Service Area, to be attended by a competent representative at all times, and to which all queries and complaints regarding animal control in the Animal Control Service Area may be

directed. Without limiting the generality of section 2.1 above, the Contractor will also supply, at its own expense, cell phones, two-way radios or pagers for immediate communication between the RDKB or complainant and the Animal Control Officer.

7. CONTRACTOR'S COVENANTS

7.1 Compliance with this Agreement and the Bylaws

The Contractor will carry out and obey every reasonable order and instruction given by the RDKB pursuant to this Agreement and the Bylaws and shall observe and enforce the terms and conditions of the Bylaws in a professional and humane manner.

7.2 Compliance with the laws

The Contractor will comply with all federal, provincial, municipal and local laws, regulations and ordinances applicable to the Animal Control Services and the humane treatment of animals.

7.3 Permits

The Contractor will, at its own expense, procure all permits, insurance, certificates and licenses required by this Agreement or required to perform the Animal Control Services.

7.4 Record keeping

The Contractor will, in accordance with the Bylaws, maintain complete logs which detail the time of calls, the addresses of calling parties, the nature of complaints and the actions taken by the Animal Control Officer and/or the Pound Keeper to rectify the complaints in question. The logs shall be made available for inspection by the RDKB upon the RDKB's request.

7.5 Workers' compensation

The Contractor will, during the Term, maintain Workers' Compensation Registration in order to fully protect its employees, as may be required by the law, and shall, on demand from the RDKB, show proof of payment of claims in good standing with the Worker's Compensation Board. The Contractor will comply fully at all times with the Workers' Compensation Boards' rules and regulations.

7.6 Public relations

The Contractor and its employees shall exercise good public relations in carrying out the Animal Control Services under this Agreement.

7.7 Patrol vehicles

The Contractor shall not park or store, or permit to be parked or stored, any patrol vehicle or equipment of the Contractor on any municipal streets or provincial highways, except as may be necessary or incidental to carrying out the Animal Control Services under this Agreement.

7.8 Protection of property and animals

The Contractor will use due care and take all reasonable precautions to ensure the protection of persons, property and the animals within the Animal Control Service Area. The Contractor will be liable for all injury or damage which may occur to persons, property or to the animals within the Animal Control Service Area due to any act, omission, neglect or default of the Contract or its employees, workers, or agents under this Agreement or the Bylaw.

8. INSURANCE

8.1 Contractor's insurance

The Contractor, at its cost, will obtain and keep in force throughout the Term:

(a) Comprehensive general liability insurance against claims for personal injury, death or property damage (including without limitation fire, legal liability and contractual liability) arising from, occurring upon or in or about the Lands and the Pound in an amount of not less than $2,000,000 per occurrence for bodily injury to any one or more persons or property damage and such greater amounts as the RDKB may reasonably require from time to time; and

(b) Standard automobile insurance, covering all licensed vehicles owned by the Contractor, registered in the name of the Contractor, or any of its employees, and used in the performance of the Animal Control Services. Such insurance shall include liability insurance for bodily injury and property in an amount of not less than $2,000,000, inclusive.

8.2 Policies

The Contractor will affect all policies with insurers reasonably satisfactory to the RDKB. The Contractor will cause its insurance policies to also cover as unnamed insured's all member municipalities and electoral areas within the Animal Control Service Area, and anyone employed directly or indirectly by the Contractor to perform a part of parts of the Animal Control Services. The Contractor will cause its insurance policies to contain waiver of the insurer's subcontractors, and the Contractor hereby waives its rights of subrogation against such parties. The Contractor will cause its liability insurance to name the RDKB as an additional insured with cross-liability and severability of interest endorsements. The Contractor will, upon request, provide to the RDKB

insurance certificates with respect to such policies. If the Contractor fails to purchase or to keep in force such insurance, the RDKB may affect such insurance, at the Contractor's cost.

9. INDEMNITY

9.1 Contractor's indemnity

The Contractor will indemnify and save harmless the RDKB, its officers, employees, contractors, subcontractors and agents, as well as the member municipalities and electoral areas within the Animal Control Service Area and their respective officers, employees, contractors, subcontractors and agents, from and against all losses and all claims, demands, payments, suites, actions, recoveries and judgments of every nature and description, which the RDKB, or any of the member municipalities or electoral areas within the Animal Control Service Area, may suffer or incur or be put to arising out of or in connection with any default by the Contractor in observing and performing its obligations under this Agreement or arising as a result of the Contractor's performance of the Animal Control Services.

10. MISCELLANEOUS

10.1 Independent contractor relationship

The Contractor agrees to perform the Animal Control Services solely as an independent contractor. The parties to this Agreement acknowledge and agree that this Agreement does not create any actual or apparent agency, partnership or relationship of employer and employee between the RDKB and the Contractor, or the RDKB and any of the individuals comprising the Contractor. Further, the RDKB and the Contractor acknowledge and agree that the RDKB will not be liable for taxes, Worker's Compensation premiums, unemployment insurance, employer's liability insurance, social security, withholding tax or any other taxes for or on behalf of the Contractor or the individuals security, withholding tax or any other taxes for or on behalf of the contractor or the individuals comprising the Contractor. All such costs and taxes shall be the responsibility of the Contractor.

10.2 Joint and several liability of the Contractor

The individuals comprising the Contractor, as set out on page 1 of this Agreement, will be personally liable as well as jointly and severally liable for the obligations and liabilities of the Contractor under this Agreement, including but without limitation the indemnity of the Contractor as set out in section 9.1 above.

10.3 Assignment

The Contractor will not assign or transfer this Agreement and will not permit or suffer any other person to occupy or use the whole or any portion of the Lands or the Pound without the prior written consent of the RDKB, which consent may be withheld by the RDKB in its sole discretion.

10.4 Severability

In the event that any provision herein or part of this Agreement shall be deemed void or invalid by a Court of competent jurisdiction, the remaining provisions, or parts thereof, shall be and remain in full force and effect.

10.5 Governing Law

The provisions of this Agreement shall be governed and interpreted in accordance with the laws of the Province of British Columbia.

10.6 Entire Agreement

Except as expressly set out herein, there are no representations, warranties, conditions or collateral agreements between the RDKB and the Contractor and this Agreement constitutes the whole of the agreement between such parties with respect to the Animal Control Services.

10.7 Notice

All notices and communications pursuant to this Agreement shall be in writing between the parties and will be deemed to have been received by the addressee if delivered to the individual, or to a member of the firm, or to any officer of the RDKB for whom they are intended, or if sent by mail or fax, addressed as follows:

To the Regional District at:

202-843 Rossland Avenue
Trail, BC, V1R 4S8

Phone: (250) 368-9148
Fax: (250) 368-3990

To the Contractor at:

Commissionaires B.C.
103 – 346 Lawrence Avenue
Kelowna, B.C. V1Y 6L4

Phone: (250) 979-4774
Fax: (250) 763-1099

10.8 Independent legal advice

Each of the parties comprising the Contractor acknowledges and agrees that they have obtained independent legal advice with respect to the contents and consequences of this Agreement. Each of the parties comprising the Contractor further acknowledge and agree that they have been advised of and understand the effects of the liabilities and obligations contained in this Agreement.

10.9 No derogation

Nothing contained or implied in this Agreement shall prejudice or affect the rights and powers of the RDKB in the exercise of its functions under any public and private statues, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands and the Pound as if this Agreement had not been executed and delivered by the RDKB.

10.10 Counterpart execution

This Agreement may be executed and delivered in any number of counterparts with the same effect as if all parties to this Agreement had signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

IN WITNESS WHEREOF the parties have signed this Agreement as of the date first above written.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Per: _____
Authorized Signatory

Per: _____
Authorized Signatory

_____

COMMISSIONAIRES B.C.

Per: _____
Authorized Signatory

Per: _____
Authorized Signatory

_____

Regional District of Kootenay Boundary

STAFF REPORT

Date: 24 Jun 2014

File ADMN - Contracts - Greater Trail Community & Arts Centre Boiler Replacement

To: **Chair McGregor and Members of the RDKB Board of Directors**

From: Theresa Lenardon, Executive Assistant

Re: Greater Trail Community & Arts Centre Boiler Replacement

Issue Introduction

A Staff Report from Theresa Lenardon, Executive Assistant regarding the Greater Trail Community and Arts Centre Boiler Replacement project is presented.

History/Background Factors

Funding for the replacement of the boiler at the Greater Trail Community and Arts Centre (GTCAC) was approved by the East End Services Committee earlier this year during 2014 Budget / Five Year Financial Plan deliberations. The original amount allocated in the Budget by the East End Services Committee was $300,000.

An Invitation to Tender (ITT) was used as the procurement process pursuant to the RDKB Purchasing Policy. In response to the tender, the Manager of Facilities and Recreation received four bids. The successful respondent for the installation of the boiler and the main contractor, Venture Mechanical Systems Ltd. submitted the lowest bid in the amount of $193,249.00 plus GST.

The Manager of Facilities and Recreation has advised that the project is also eligible for a $40,000 grant from FortisBC and Staff will follow up with this opportunity.

Implications

The successful proposal has come in under Budget.

Completion of the project will help reduce future costs that may have been incurred due to potential repairs and or complete failure of the present boiler.

Advancement of Strategic Planning Goals

Approval of this project meets the following RDKB Strategic Plan Goals:

Exceptional Cost Effective and Efficient Services
We will review and measure service performance
We will ensure we are responsible and proactive in funding our services

Continue to Focus on Organizational Excellence
We will continue to focus on good management and governance.

Background Information Provided

Contract Documents submitted by Delta-T Consultants Ltd.

Alternatives

1. Receipt
2. Receipt and approve RDKB signatories to enter into a Construction Contract with Venture Mechanical Systems Ltd. in the amount of $193,249 plus GST for the GTCAC Boiler Replacement project.
3. Receipt and not approve signatories entering into the Construction Contract for the GTCAC Boiler Replacement project.

Recommendation(s)

That the Staff Report from Theresa Lenardon, Executive Assistant regarding the Greater Trail Community and Arts Centre Boiler Replacement project be received.

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the RDKB signatories to enter into a Construction Contract with Venture Mechanical Systems Ltd. in the amount of $193,249.00 plus GST for the Greater Trail Community and Arts Centre Boiler Replacement project pursuant to the Contract Documents as submitted by Delta-T Consultants Ltd.

DELTA-T
CONSULTANTS LTD.
MECHANICAL CONSULTING ENGINEERS

DELTA-T
CONSULTANTS LTD.
MECHANICAL CONSULTING ENGINEERS

CONTRACT DOCUMENTS

GREATER TRAIL COMMUNITY CENTRE
BOILER REPLACEMENT

Trail, BC

Date:
June 20, 2014

T: 250.860.5550 F: (250) 762-3755
E: info@deltatconsultants.com
W: www.deltatconsultants.com

DELTA-T
CONSULTANTS LTD.

A: 1742 Springfield Rd.
Kelowna, BC V1Y 5V6

DELTA-T CONSULTANTS LTD.
MECHANICAL CONSULTING ENGINEERS

Delta-T Consultants Ltd.
1742 Springfield Rd.
Kelowna, BC V1Y 5V6

June 4, 2014

Venture Mechanical Systems Ltd.
4670 Minto Rd.
Castlegar, BC

Attention: Mr. Gordon Grieves

Re: Greater Trail Community Centre – Boiler Upgrade

Dear Mr. Grieves,

Please accept this Letter Of Intent in that the Regional District of Kootenay Boundary has accepted your Tender and is prepared to enter into a Construction Contract with Venture Mechanical Systems Ltd for the above titled project.

The construction award is based on Venture Mechanical Systems Ltd bid dated June 2, 2014 as follows (RDKB intends to pursue the noted cost savings):

Base Bid:	$205,249.00 + GST
Cost Savings:	$12,000.00
Total Bid Amount:	$193,249.00 + GST

Building access and scheduling must be coordinated with Mr. Mark Daines, Director of Facilities and Recreation for the Regional District of Kootenay Boundary, office telephone number 250-364-3000, mobile telephone number 250-368-1333.

The date of this letter shall constitute the date of award, which date will appear on the Contract Documents. The onsite work will commence by June 23, 2014 and be completed by September 12, 2014.

Delta-T Consultants Ltd. will compile the Construction Contract Documents for official signing by Venture Mechanical Systems Ltd. and the Regional District of Kootenay Boundary.

Sincerely,

Craig Bloom
Delta-T Consultants Ltd.

CONTRACT
DOCUMENT

T: 250.860.5550 F: (250) 762-3755
E: info@deltatconsultants.com
W: www.deltatconsultants.com

DELTA-T CONSULTANTS LTD.

A: 1742 Springfield Rd.
Kelowna, BC V1Y 5V6

GTCC
BOILER REPLACEMENT ON SITE MEETING
MAY 14, 2014 @ 11:00AM

NAME	COMPANY	SIGNATURE
George M. Trainor	Trainor Mechanical	
GRANT DAY	VENTURE MECH.	
ROY NEEDHAM	M&K PLBG & HTG	

Doug Vanhooren (dougvnkplumbing.ca).
George Trainor tramech@telus.net.
Grant Day grantd@vmsgroup.ca.

TITLE	No. Of Pages
Index	1
Invitation to Tender	1
Instructions to Bidders	4
Bid Form	2
CCDC 2 – 2008 Edition – Stipulated Price Contract	33
Supplementary General Conditions Section	13
Addendums to Mechanical Contract Documents	5
Mechanical Drawings	2

END OF INDEX

INVITATION TO TENDER

GREATER TRAIL COMMUNITY CENTRE
BOILER SYSTEM UPGRADE

Sealed Tenders from Prime Contractors will be received at the office of the Chief Administrative Officer/Director of Corporate Administration, Regional District of Kootenay Boundary, 202 – 843 Rossland Avenue, Trail, BC V1R 4S8, on or before 2:00 pm on May 27, 2014.

The work includes replacing two boilers, additional heading piping, two new injection pumps, and additional control points for the DDC system.

One set of Tender Documents are available from May 7, 2014 to May 26, 2014, to Mechanical or Prime Contractors upon receipt of deposit of $50 for each set, certified cheque or money order, refundable upon return of documents in good condition within 10 days of Tender closing.

AQ mandatory pre-bid site tour will be held on May 14, 2014 commencing at 11:00 am, starting at the building's main entrance.

Mechanical or Prime Contractor is a company capable of performing all the requirements of the proposed Construction Contract CCDC 2-2008, Supplements thereof and in compliance with the "Instructions to Bidders" issued with the Tender Documents.

Tender Documents may be viewed at Regional District of Kootenay Boundary, 202 – 843 Rossland Avenue, Trail, BC.

CONTRACT
DOCUMENT

PART 1 - GENERAL

1.1 ACCEPTANCE OF OFFER

.1 The lowest or any tender will not necessarily be accepted. The Owner reserves the right to negotiate with the bidders on unit pricing and reduction in scope of work.

1.2 TENDER DOCUMENTS

.1 The Contract Documents consist of the following documents:

CONTRACT DOCUMENT

.2 Specifications:

Section 15000 - Instructions to Mechanical Bidders

.3 Mechanical Drawings:

M1 Hydronic Piping and Boiler Upgrade Plans
M2 Details, Specifications, & Equipment Schedules

1.2 DEFINITIONS

.1 In the Contract Documents, the following definitions apply:
- .1 Owner: Means Regional District of Kootenay Boundary
- .2 Project Manager: Means Mark Daines, Director of Facilites and Recreation
- .3 Engineer: Means Delta-T Consultants
- .5 General Contractor: Means the company carrying out the general contracting work.
- .6 Mechanical Contractor: Means the Sub-Contractor whose bid is accepted by the General Contractor.
- .7 Work: Means the whole of the works, materials, matters and things that are required to be done, furnished and performed by the Contractors under the Contract Documents.

.2 The Standard Form of Construction Contract between the Owner and Contractor as published by the Canadian Construction Association shall apply to the mechanical work.

1.3 SCOPE OF WORK

.1 The bidders are to review each section and obtain further details from the General Contractor on the exact scope of work and schedules of work that are to be tendered.

1.4 PERMITS AND REGULATIONS

.1 The Mechanical Contractor and his Sub-Contractors shall obtain permits, pay all fees and comply with all Provincial, Municipal and other legal regulations and bylaws applicable to their work. Comply with the Provincial Building Code Regulations and its Supplement (including all local municipal building by-laws), the National Fire Code of Canada, NFPA and CSA Standards as applicable (all latest editions).

1.5 TAXES

.1 The Contractors shall be liable and include for all local, Provincial and Federal taxes which may be in effect at the date and time of submitting the tenders.

1.6 LABOUR CONDITIONS

.1 The Mechanical Contractor and all Sub-Contractors employed by him shall comply with all applicable rules and regulations having reference to labour conditions and shall pay all workmen, mechanics and labourers employed by them such wages and remuneration as are currently in force. Any increase in cost of the work due to wage or material price increases or adjustments shall be borne by the Contractors and the Sub-Contractors as the case may be.

1.7 LIABILITY AND INDEMNITY

.1 The successful bidder convenants and agrees that he shall be liable to the Owner for all damage of any kind whatsoever done to any property owned by or in possession of the Owner, resulting from work undertaken by the said bidder in connection with this offer and for any and all expenses incurred by the Owner as a result of a breach of any of the agreements, terms or conditions contained in this offer.

.2 The successful bidder convenants and agrees to indemnify and save harmless the Owner against all claims, demands or actions of every kind whatsoever made against the Owner as a result of anything done in connection with the work undertaken by the successful bidder.

1.8 INSURANCE

.1 The Contractors shall provide, maintain and pay for the insurance which shall be placed with such insurance company, or companies and in such form as acceptable to the Owner.

.2 The Contractors shall carry Comprehensive General Liability Insurance, Automobile Insurance and Fire Insurance as applicable; confirm limits of coverage with the General Contractor.

1.9 DETAIL DRAWINGS AND INSTRUCTIONS

.1 The Engineer shall furnish, as necessary for the execution of the work, additional instructions by means of drawings or otherwise. All such addenda shall be consistent with the Contract Documents.

1.10 CHANGES IN THE WORK

.1 The Owner reserves the right, without invalidating the Contract, to make changes by altering, addition to or deducting from the work with the contract sum adjusted accordingly. All such work shall be executed under the conditions of the Contract except that any claim be adjusted at the time of ordering such change. Any change in work must be authorized by the Owner.

1.11 USE OF PREMISES AND CLEANING

.1 The Contractors shall, during the progress of the work, keep the premises safe from hazardous materials and free from unnecessary accumulation of tools, equipment, surplus materials and debris. At the conclusion of the work, the Contractors shall leave the premises neat and clean to the satisfaction of both the Owner and the Engineer.

CONTRACT
DOCUMENT

*.2 Select and complete the following Clauses as applicable to this project.

1.12 PRE-TENDERED EQUIPMENT

.1 To expedite the construction schedule the Owner has pretendered the equipment as outlined in Addendum M-1 to this specification.

.2 The full responsibility of the equipment shall be turned over to the respective successful mechanical contractor(s) upon award of contract. The contractors shall review and retain all the information (including copies of shop drawings) submitted by the suppliers. The contractors shall notify the General Contractor and Engineer immediately of any discrepancies or conflicts that may effect the completion of this work.

.3 The suppliers name and tender amounts for the pre-purchased equipment shall be listed in Mechanical Addendum and the respective Contractors shall allow in their tender amount for all costs related to mark-up, delivery, storage and warranty for a complete installation. The contractors shall confirm that all applicable provincial and federal sales taxes are included.

.4 Upon the contractor's detailed review of the documentation relating to the purchased equipment, and the acceptance of the successful contractor's tender, the completion of the work shall be carried out in the traditional manner with the contractor assuming full responsibility for the correct performance of the equipment to the intent of the Contract Documents.

1.13 TENDER

Tender shall be made on unaltered tender from furnished by Consultant. Fill in all blank spaces. If the information provided by the bidder in the tender form is corrected, it must be initialled by the person signing the tender. Tender shall be signed with name typed below signature. Signature of tenderer shall be under seal and in his hand writing, or if tenderer is a corporation, tender shall be executed under its corporate seal. Legal or corporate name of Bidder must be fully stated and each signature placed in the appropriate blank space.

Amendments to the tender must be in writing. No telephone messages will be accepted. A revised price is not to be given, only addition to or deduction from the tender price and changes in date and names of sub-contractors are to be stated.

Submit completed tender form and Schedule "A" in an opaque, sealed envelope and clearly marked:

TENDER FOR GREATER TRAIL COMMUNITY CENTRE
BOILER SYSTEM UPGRADE

CONTRACT DOCUMENT

Delivered to: Mark Daines
Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
Trail, BC V1R 4S8

No later than: 2:00 pm Local Time on May 27, 2014

1.14 AWARD

.1 The Owner reserves the right to reject any or all tenders received. The contract will be awarded after full consideration of all tenders. Lowest bid will not necessarily be accepted.

.2 Tenders which contain qualifying conditions or otherwise fail to conform to the Instructions to Bidders may be disqualified or rejected. The Owner, however, may at its sole discretion elect to retain for consideration tenders which are non-conforming because they do not contain the content or form required by the Instructions to Bidders or because they have not complied with the process for submission set out herein.

.3 The Owner reserves the right, at its discretion, to negotiate with any Tenderer it believes has the most advantageous tender, or with any other Tenderer or Tenderers concurrently. In no event will the Owner be required to offer any modified terms to any other Tenderer prior to entering into a contract with the successful Tenderer and the Owner shall incur no liability to any other Tenderer as a result of such negotiations or modifications.

END OF SECTION

CONTRACT
DOCUMENT

May 5, 2014
Greater Trail Community Centre
Boiler System Upgrade
#14037

BID FORM

0.0 The Regional District of Kootenay Boundary

Venture Mechanical Systems Ltd.
(Name of Tenderer)

4670 Minto Road, Castlegar, B.C. V1N 4C1
(Full Address of Tenderer)

Hereinafter called the "Tenderer", hereby declares that the Tenderer is a company duly incorporated under the laws of British Columbia.

The Tenderer declares that this tender is made without any connection, knowledge, comparison of figures, or arrangement with any other person or persons making a tender for the same work and is in all respects fair and without collusion or fraud.

Having examined site, access to the site, contract documents for the above named work, the Tenderer hereby agrees, if the tender be accepted, to execute the whole of the work specified in the contract in conformity with the conditions and provisions set forth herein, for the contract price of:

Two Hundred Five Thousand Two Hundred Forty Nine ($ 205,249.00)
Dollars in lawful money of Canada which includes all prime costs, allowances and government sales or excise taxes in force at this date, EXCLUDING Goods and Services taxes.

The Federal Goods and Services Tax is calculated at an additional:

Ten Thousand Two Hundred Sixty Two Dollars & Forty Five Cents ($ 10,262.45)

1.0 Enclosed herewith: Attached schedule marked with the letter "A" which shall form part of this tender.

The Tenderer has received the following addenda:

Addendum No. M-1 Dated May 13, 2014

Addendum No. M-2 Dated May 23, 2014

Addendum No. M-3 Dated May 27, 2014

Addendum No. _____ Dated _____

CONTRACT DOCUMENT

_____

_____

_____
Signature of Tenderer

May 5, 2014
Greater Trail Community Centre
Boiler System Upgrade
#14037

BID FORM

2.0 In submitting this tender, it is understood this tender is irrevocable and is open for acceptance until thirty (30) days have expired from the Bid Closing Date. The Owner reserves the right to reject any and all Tenders.

3.0 The tenderer, if notified in writing by the Owner of the acceptance of this tender, hereby agrees:

To execute the standard form of construction contract, CCDC 2, 2008, with modifications stated in Supplementary General Conditions.

DATED at Castlegar, B.C. the 2nd day of June, 2014

SIGNED, SEALED, AND DELIVERED BY:

In the presence of:

Grant Day, Nelson, B.C.

Witness to individual Tenderer OR
Witness signing officers of
Corporate Tenderer

Venture Mechanical Systems Ltd.
Name of Tenderer (Company Seal affixed before signature)

Signature and Seal of Individual Tenderer

4670 Minto Road, Castlegar, B.C. V1N 4C1
Address of Tenderer

(250) 365-4999
Telephone Number of Tenderer

CONTRACT DOCUMENT

VENTURE
MECHANICAL SYSTEMS LTD.

Main Office:
4670 Minto Road
Castlegar BC V1N 4C1
Cranbrook Location:
1600 Industrial F2 Rd
Cranbrook, BC V1C 6P6

June 2, 2014

RDKB
202 – 843 Rossland Avenue
Trail, B.C. V1R 4S8

In regards to our submitted tender for the Greater Trail Community Centre Boiler Replacement, we propose the following cost saving:

Provide Viessmann Vitocrossal 200 CM2 boilers in lieu of specified Cleaver Brooks boilers: **Cost Saving of $12,000.00 + GST**

Regards,

Gordon Grieves
Venture Mechanical Systems Ltd.

CONTRACT DOCUMENT

Venture Mechanical Systems Ltd. Ph#: (250) 365-4999 • Fax#: (250) 365-2131 • Toll Free (888) 844-4999 • e-mail: office@vmsgroup.ca

Wilson M. Beck Insurance Services (Kelowna) Inc.

General Insurance & Contract Bond Brokers

Surety Bonds

Construction Insurance

Business Insurance

Aviation

Marine

Homeowners

Autoplan & Fleets

Taxicab & Limo Insurance

Southern Interior
InVue Tower
107–2040 Springfield Rd.
Kelowna, BC V1Y 9N7
Phone (250) 763-3840
Toll Free 1-888-292-6202
Fax (250) 762-9633

Lower Mainland
303–8678 Greenall Ave.
Burnaby, B.C. V5J 3M6
Phone (604) 437-6200
Toll Free 1-888-437-1100
Fax (604) 437-5347

Info@wmbeck.com
www.wmbeck.com

June 2, 2014

Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
Trail, BC V1R 4S8

RE: VENTURE MECHANICAL SYSTEMS LTD.
GREATER TRAIL COMMUNITY CENTRE

Dear Sirs:

As contract surety broker for our client, we are pleased to advise that Venture Mechanical Systems Ltd. has a bond facility in excellent standing with Intact Insurance Company.

Venture Mechanical Systems Ltd. has been valued client of both our firm and Intact Insurance Company for many years during which time they have completed all bonded and non-bonded projects in a most professional fashion and without Surety involvement.

During our relationship with Venture Mechanical Systems Ltd., our client has successfully completed many complex projects throughout British Columbia. As a result they enjoy a single contract bond limit of $4,000,000.00 and have an aggregate bond capacity in the amount of $8,000,000.00.

We consider Venture Mechanical Systems Ltd. to be a leader within the construction industry and as such would recommend them unconditionally for any work within their field. Should you require any additional information on our client, please do not hesitate to contact our office.

Yours truly,

WILSON M. BECK INSURANCE SERVICES (KELOWNA) INC.

Jeanette Lawrence
Account Executive

/jl

CONTRACT DOCUMENT

WILSON M. BECK
INSURANCE SERVICES (KELOWNA) INC.

CERTIFICATE OF INSURANCE

CERTIFICATE HOLDER: To whom it may concern

DESCRIPTION: Mechanical Contractor including HVAC, plumbing, sheet metal & sprinklers

NAME OF INSURED: Venture Mechanical Systems Ltd

This is to certify that insurances as described herein, have been arranged through this office for the insured named above on whose behalf this Certificate is executed and we hereby certify that such insurances are in full force as of this date, but only with respect to the type(s) of insurance for which a policy number, policy period, and limits of liability or amount is shown.

SCHEDULE OF INSURANCE

TYPE OF INSURANCE	COMPANY AND POLICY NUMBER	POLICY TERM	LIMITS OF LIABILITY AMOUNT OF INSURANCE
☒ Commercial General Liability including Non-owned Automobile (per occurrence)	Certain Underwriters as arranged by Can-Sure Underwriting Ltd. Policy No. CL000461	Effective Date 08/28/13 Expiry Date 08/28/14	Bodily Injury & Property Damage $5,000,000.00 Each Occurrence $5,000,000.00 Products / Completed Operations Aggregate
	PARTICULARS OF INSURANCE ☒ Severability of Interest or Cross Liability		
☐ Excess/ Umbrella Liability	Policy #	Effective Date Expiry Date	$ excess of $ primary limit
☐ Installation Floater/ Builders Risk	Policy #	Effective Date Expiry Date	$ at the Site $ Whilst In Transit $ Any other Location
☐ Specific / Wrap-up	PARTICULARS OF INSURANCE All Risk Form including Flood, Earthquake ☐ as an Additional Insured (s) ☐ Days Notice of Cancellation or Material Change to ☐ Waiver of Subrogation against Loss Payable:		CONTRACT DOCUMENT
☐ Contractors Equipment/ Miscellaneous Property	Policy #	Effective Date Expiry Date	$
	PARTICULARS OF INSURANCE ☐ Waiver of Subrogation against ☐ Days Notice of Cancellation or Material Change to		
☐ Other	☒ Indicates that the Coverage/Endorsement Indicated Is Included		

TERMS AND CONDITIONS

This document is furnished as evidence to the Certificate holder named herein that the policy(ies) described herein have been effected to provide coverage as shown. This Certificate is subject to all limitations, exclusions and conditions of the above policy or policies as they now exist, or may hereafter be endorsed. This document is furnished to you as a matter of information only. The issuance of this document does not make the person or organization to whom it is issued an additional insured, nor does it modify in any manner the contracts of insurance between the insured and the insurers. Any amendment, change or extension of such contracts can only be effected by specific endorsement. Should the contracts of insurance be cancelled, assigned or changed during the policy period in such manner as to affect this document, the insurers will endeavor to give notice to the holder of this document, but failure to give such notice shall impose no obligation of any kind upon us or upon the insurers.

Dated: August 28, 2013;

E. & O.E.

Wilson M. Beck Insurance Services (Kelowna) Inc.

Authorized to sign on behalf of Insurers

☐ Lower Mainland
#303-8678 Greenall Avenue
Burnaby, BC V5J 3M6
Phone: (604) 437-6200
Fax: (604) 437-5347

☒ Southern Interior
InVue Tower, #107 – 2040 Springfield Rd.
Kelowna, BC V1Y 9N7
Phone: (250) 763-3840
Fax: (250) 762-9633

☐ Alberta
Suite 640 – 1414 8th Street SW
Calgary, AB T2R 1J6
Phone: (403) 229-2060
Fax: (403) 229-2021

GAS CONTRACTOR LICENCE
This is to certify that:
Venture Mechanical Systems Ltd

is a licensed Gas Contractor
Expiry Date: 12/31/2014 License No.: LGA0005231
Safety Authority
Issued by the Provincial Safety Manager
Signature of Designate

BOILER & PRESSURE VESSEL CONTRACTOR LICENCE
This is to certify that:
Venture Mechanical Systems Ltd

is a licensed Boiler and Pressure Vessels Contractor
Expiry Date: 06/30/2015 License No.: LBP0002147
Class B
Safety Authority
Signature of Designate
Issued by the Provincial Safety Manager

CONTRACT DOCUMENT

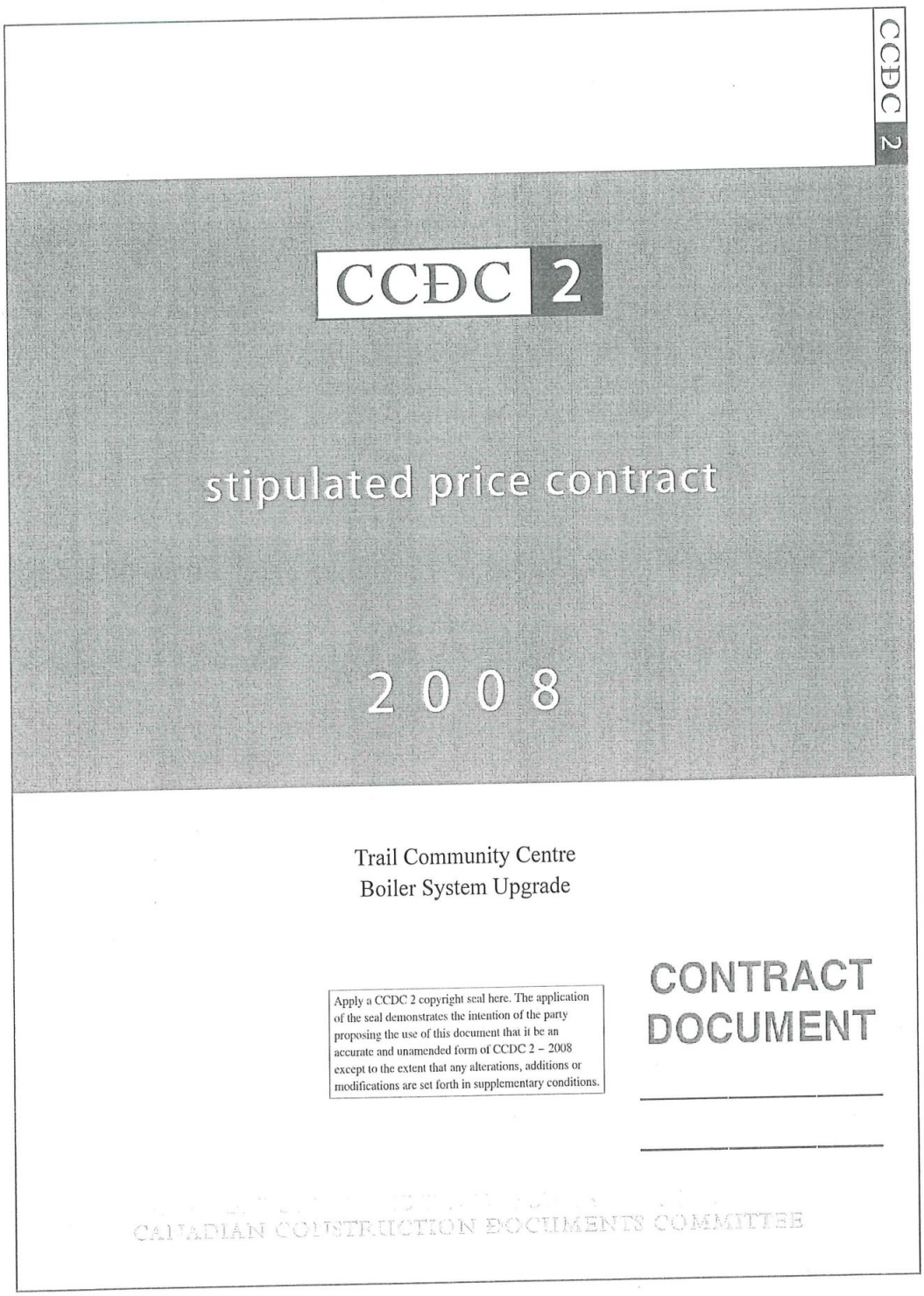

CCDC 2
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2008
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CONTRACT DOCUMENT
CANADIAN CONSTRUCTION DOCUMENTS COMMITTEE

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CONTRACT DOCUMENT

The Canadian Construction Documents Committee (CCDC) is a national joint committee responsible for the development, production and review of standard Canadian construction contracts, forms and guides. Formed in 1974 the CCDC is made up of volunteer representatives from:

Public Sector Owners
Private Sector Owners
Canadian Bar Association (Ex-Officio)
* The Association of Canadian Engineering Companies
* The Canadian Construction Association
* Construction Specifications Canada
* The Royal Architectural Institute of Canada

*Committee policy and procedures are directed and approved by the four constituent national organizations.

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Standard Construction Document CCDC 2 – 2008

AGREEMENT BETWEEN OWNER AND CONTRACTOR
For use when a stipulated price is the basis of payment.

This Agreement made on the 12 day of June in the year 2014 .

by and between the parties

Regional District of Kootenay Boundary
hereinafter called the "*Owner*"
and

Venture Mechanical Systems Ltd.
hereinafter called the *"Contractor"*

The *Owner* and the *Contractor* agree as follows:

ARTICLE A-1 THE WORK

The *Contractor* shall:

1.1 perform the *Work* required by the *Contract Documents* for

Regional District of Kootenay Boundary - Replacement of Boilers
insert above the name of the Work

located at

1501 Cedar Avenue, Trail, BC
insert above the Place of the Work

for which the Agreement has been signed by the parties, and for which

Delta-T Consultants Ltd.
insert above the name of the Consultant

is acting as and is hereinafter called the "*Consultant*" and

1.2 do and fulfill everything indicated by the *Contract Documents*, and

1.3 commence the *Work* by the 23 day of June in the year 2014 and, subject to adjustment in *Contract Time* as provided for in the *Contract Documents*, attain *Substantial Performance of the Work*, by the 12 day of September in the year 2014 .

ARTICLE A-2 AGREEMENTS AND AMENDMENTS

CONTRACT DOCUMENT

2.1 The *Contract* supersedes all prior negotiations, representations or agreements, either written or oral, relating in any manner to the *Work*, including the bidding documents that are not expressly listed in Article A-3 of the Agreement – CONTRACT DOCUMENTS.

2.2 The *Contract* may be amended only as provided in the *Contract Documents*.

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ARTICLE A-3 CONTRACT DOCUMENTS

3.1 The following are the *Contract Documents* referred to in Article A-1 of the Agreement - THE WORK:

- Agreement between *Owner* and *Contractor*
- Definitions
- The General Conditions of the Stipulated Price Contract
- *

Specifications:

15000 - Instruction to Bidders

Drawings:

M1 - Mechanical Hydronic Piping and Boiler Upgrade Plans
M2 - Mechanical Details, Specifications, & Equipment Schedules

CONTRACT DOCUMENT

* *(Insert here, attaching additional pages if required, a list identifying all other Contract Documents e.g. supplementary conditions; information documents; specifications, giving a list of contents with section numbers and titles, number of pages and date; material finishing schedules; drawings, giving drawing number, title, date, revision date or mark; addenda, giving title, number, date)*

CCDC 2 – 2008 File 005213

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ARTICLE A-4 CONTRACT PRICE

4.1 The *Contract Price*, which excludes *Value Added Taxes*, is:

One Hundred and Ninety Three Thousand Two Hundred and Forty Nine	/100 dollars	$	193,249

4.2 *Value Added Taxes* (of 5 %) payable by the *Owner* to the *Contractor* are:

Nine Thousand Six Hundred and Sixty Two	/100 dollars	$	9662

4.3 Total amount payable by the *Owner* to the *Contractor* for the construction of the *Work* is:

Two Hundred and Two Thousand Nine Hundred and Eleven	/100 dollars	$	202911

4.4 These amounts shall be subject to adjustments as provided in the *Contract Documents*.

4.5 All amounts are in Canadian funds.

ARTICLE A-5 PAYMENT

5.1 Subject to the provisions of the *Contract Documents*, and in accordance with legislation and statutory regulations respecting holdback percentages and, where such legislation or regulations do not exist or apply, subject to a holdback of Ten percent (10 %), the *Owner* shall:

.1 make progress payments to the *Contractor* on account of the *Contract Price* when due in the amount certified by the *Consultant* together with such *Value Added Taxes* as may be applicable to such payments, and

.2 upon *Substantial Performance of the Work*, pay to the *Contractor* the unpaid balance of the holdback amount when due together with such *Value Added Taxes* as may be applicable to such payment, and

.3 upon the issuance of the final certificate for payment, pay to the *Contractor* the unpaid balance of the *Contract Price* when due together with such *Value Added Taxes* as may be applicable to such payment.

5.2 In the event of loss or damage occurring where payment becomes due under the property and boiler insurance policies, payments shall be made to the *Contractor* in accordance with the provisions of GC 11.1 – INSURANCE.

5.3 Interest

.1 Should either party fail to make payments as they become due under the terms of the *Contract* or in an award by arbitration or court, interest at the following rates on such unpaid amounts shall also become due and payable until payment:

(1) 2% per annum above the prime rate for the first 60 days.

(2) 4% per annum above the prime rate after the first 60 days.

Such interest shall be compounded on a monthly basis. The prime rate shall be the rate of interest quoted by

CIBC

(Insert name of chartered banking institution whose prime rate is to be used)

for prime business loans as it may change from time to time.

.2 Interest shall apply at the rate and in the manner prescribed by paragraph 5.3.1 of this Article A-5 on the unpaid amount of any claim in dispute that is resolved either pursuant to Part 8 of the General Conditions – DISPUTE RESOLUTION or otherwise, from the date the amount would have been due and payable under the *Contract*, had it not been in dispute, until the date it is paid.

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ARTICLE A-6 RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING

6.1 *Notices in Writing* will be addressed to the recipient at the address set out below. The delivery of a *Notice in Writing* will be by hand, by courier, by prepaid first class mail, or by facsimile or other form of electronic communication during the transmission of which no indication of failure of receipt is communicated to the sender. A *Notice in Writing* delivered by one party in accordance with this *Contract* will be deemed to have been received by the other party on the date of delivery if delivered by hand or courier, or if sent by mail it shall be deemed to have been received five calendar days after the date on which it was mailed, provided that if either such day is not a *Working Day*, then the *Notice in Writing* shall be deemed to have been received on the *Working Day* next following such day. A *Notice in Writing* sent by facsimile or other form of electronic communication shall be deemed to have been received on the date of its transmission provided that if such day is not a *Working Day* or if it is received after the end of normal business hours on the date of its transmission at the place of receipt, then it shall be deemed to have been received at the opening of business at the place of receipt on the first *Working Day* next following the transmission thereof. An address for a party may be changed by *Notice in Writing* to the other party setting out the new address in accordance with this Article.

Owner

Mark Daines, Regional District of Kootenay Boundary
*name of Owner**

#202, 843 Rossland Avenue, Trail, BC
address

250-368-3990 *facsimile number*

mdaines@rdkb.com *email address*

Contractor

Venture Mechanical Systems Ltd.
*name of Contractor**

4670 Minto Road, Castlegar, BC, V1N 4C1
address

250-365-2131 *facsimile number*

office@vmsgroup.ca *email address*

Consultant

Craig Bloom, Delta-T Consultants Ltd.
*name of Consultant**

1742 Springfield Rd., Kelowna, BC, V1Y 5V6
address

250-762-3755 *facsimile number*

craig@delta-t.ca *email address*

** If it is intended that the notice must be received by a specific individual, that individual's name shall be indicated.*

ARTICLE A-7 LANGUAGE OF THE CONTRACT

CONTRACT DOCUMENT

7.1 When the *Contract Documents* are prepared in both the English and French languages, it is agreed that in the event of any apparent discrepancy between the English and French versions, the English / French # language shall prevail.
 # Complete this statement by striking out inapplicable term.

7.2 This Agreement is drawn in English at the request of the parties hereto. La présente convention est rédigée en anglais à la demande des parties.

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ARTICLE A-8 SUCCESSION

8.1 The *Contract* shall enure to the benefit of and be binding upon the parties hereto, their respective heirs, legal representatives, successors, and assigns.

In witness whereof the parties hereto have executed this Agreement by the hands of their duly authorized representatives.

CONTRACT DOCUMENT

SIGNED AND DELIVERED
in the presence of:

WITNESS

signature

name of person signing

signature

name of person signing

OWNER

Regional District of Kootenay Boundary

name of owner

signature

Mark Daines - Manager of Facilities & Rec

name and title of person signing

signature

name and title of person signing

WITNESS

signature

name of person signing

signature

name of person signing

CONTRACTOR

Venture Mechanical Systems Ltd.

name of Contractor

signature

name and title of person signing

signature

name and title of person signing

N.B. Where legal jurisdiction, local practice or Owner or Contractor requirement calls for:
(a) proof of authority to execute this document, attach such proof of authority in the form of a certified copy of a resolution naming the representative(s) authorized to sign the Agreement for and on behalf of the corporation or partnership; or
(b) the affixing of a corporate seal, this Agreement should be properly sealed.

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DEFINITIONS

The following Definitions shall apply to all *Contract Documents*.

1. **Change Directive**
A *Change Directive* is a written instruction prepared by the *Consultant* and signed by the *Owner* directing the *Contractor* to proceed with a change in the *Work* within the general scope of the *Contract Documents* prior to the *Owner* and the *Contractor* agreeing upon adjustments in the *Contract Price* and the *Contract Time*.

2. **Change Order**
A *Change Order* is a written amendment to the *Contract* prepared by the *Consultant* and signed by the *Owner* and the *Contractor* stating their agreement upon:
   - a change in the *Work*;
   - the method of adjustment or the amount of the adjustment in the *Contract Price*, if any; and
   - the extent of the adjustment in the *Contract Time*, if any.

3. **Construction Equipment**
Construction Equipment means all machinery and equipment, either operated or not operated, that is required for preparing, fabricating, conveying, erecting, or otherwise performing the *Work* but is not incorporated into the *Work*.

4. **Consultant**
The *Consultant* is the person or entity engaged by the *Owner* and identified as such in the Agreement. The *Consultant* is the Architect, the Engineer or entity licensed to practise in the province or territory of the *Place of the Work*. The term *Consultant* means the *Consultant* or the *Consultant*'s authorized representative.

5. **Contract**
The *Contract* is the undertaking by the parties to perform their respective duties, responsibilities and obligations as prescribed in the *Contract Documents* and represents the entire agreement between the parties.

6. **Contract Documents**
The *Contract Documents* consist of those documents listed in Article A-3 of the Agreement - CONTRACT DOCUMENTS and amendments agreed upon between the parties.

7. **Contract Price**
The *Contract Price* is the amount stipulated in Article A-4 of the Agreement - CONTRACT PRICE.

8. **Contract Time**
The *Contract Time* is the time stipulated in paragraph 1.3 of Article A-1 of the Agreement - THE WORK from commencement of the *Work* to *Substantial Performance of the Work*.

9. **Contractor**
The *Contractor* is the person or entity identified as such in the Agreement. The term *Contractor* means the *Contractor* or the *Contractor*'s authorized representative as designated to the *Owner* in writing.

10. **Drawings**
The *Drawings* are the graphic and pictorial portions of the *Contract Documents*, wherever located and whenever issued, showing the design, location and dimensions of the *Work*, generally including plans, elevations, sections, details, and diagrams.

11. **Notice in Writing**
A *Notice in Writing*, where identified in the *Contract Documents*, is a written communication between the parties or between them and the *Consultant* that is transmitted in accordance with the provisions of Article A-6 of the Agreement – RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING.

12. **Owner**
The *Owner* is the person or entity identified as such in the Agreement. The term *Owner* means the *Owner* or the *Owner*'s authorized agent or representative as designated to the *Contractor* in writing, but does not include the *Consultant*.

13. **Place of the Work**
The *Place of the Work* is the designated site or location of the *Work* identified in the *Contract Documents*.

14. **Product**
Product or Products means material, machinery, equipment, and fixtures forming the *Work*, but does not include *Construction Equipment*.

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15. **Project**
The *Project* means the total construction contemplated of which the *Work* may be the whole or a part.

16. **Provide**
Provide means to supply and install.

17. **Shop Drawings**
Shop Drawings are drawings, diagrams, illustrations, schedules, performance charts, brochures, *Product* data, and other data which the *Contractor* provides to illustrate details of portions of the *Work*.

18. **Specifications**
The *Specifications* are that portion of the *Contract Documents*, wherever located and whenever issued, consisting of the written requirements and standards for *Products*, systems, workmanship, quality, and the services necessary for the performance of the *Work*.

19. **Subcontractor**
A *Subcontractor* is a person or entity having a direct contract with the *Contractor* to perform a part or parts of the *Work* at the *Place of the Work*.

20. **Substantial Performance of the Work**
Substantial Performance of the Work is as defined in the lien legislation applicable to the *Place of the Work*. If such legislation is not in force or does not contain such definition, or if the *Work* is governed by the Civil Code of Quebec, *Substantial Performance of the Work* shall have been reached when the *Work* is ready for use or is being used for the purpose intended and is so certified by the *Consultant*.

21. **Supplemental Instruction**
A *Supplemental Instruction* is an instruction, not involving adjustment in the *Contract Price* or *Contract Time*, in the form of *Specifications*, *Drawings*, schedules, samples, models or written instructions, consistent with the intent of the *Contract Documents*. It is to be issued by the *Consultant* to supplement the *Contract Documents* as required for the performance of the *Work*.

22. **Supplier**
A *Supplier* is a person or entity having a direct contract with the *Contractor* to supply *Products*.

23. **Temporary Work**
Temporary Work means temporary supports, structures, facilities, services, and other temporary items, excluding *Construction Equipment*, required for the execution of the *Work* but not incorporated into the *Work*.

24. **Value Added Taxes**
Value Added Taxes means such sum as shall be levied upon the *Contract Price* by the Federal or any Provincial or Territorial Government and is computed as a percentage of the *Contract Price* and includes the Goods and Services Tax, the Quebec Sales Tax, the Harmonized Sales Tax, and any similar tax, the collection and payment of which have been imposed on the *Contractor* by the tax legislation.

25. **Work**
The *Work* means the total construction and related services required by the *Contract Documents*.

26. **Working Day**
Working Day means a day other than a Saturday, Sunday, statutory holiday, or statutory vacation day that is observed by the construction industry in the area of the *Place of the Work*.

CONTRACT
DOCUMENT

_____

_____

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GENERAL CONDITIONS OF THE STIPULATED PRICE CONTRACT

PART 1 GENERAL PROVISIONS

GC 1.1 CONTRACT DOCUMENTS

1.1.1 The intent of the *Contract Documents* is to include the labour, *Products* and services necessary for the performance of the *Work* by the *Contractor* in accordance with these documents. It is not intended, however, that the *Contractor* shall supply products or perform work not consistent with, not covered by, or not properly inferable from the *Contract Documents*.

1.1.2 Nothing contained in the *Contract Documents* shall create any contractual relationship between:
.1 the *Owner* and a *Subcontractor*, a *Supplier*, or their agent, employee, or other person performing any portion of the *Work*.
.2 the *Consultant* and the *Contractor*, a *Subcontractor*, a *Supplier*, or their agent, employee, or other person performing any portion of the *Work*.

1.1.3 The *Contract Documents* are complementary, and what is required by any one shall be as binding as if required by all.

1.1.4 Words and abbreviations which have well known technical or trade meanings are used in the *Contract Documents* in accordance with such recognized meanings.

1.1.5 References in the *Contract Documents* to the singular shall be considered to include the plural as the context requires.

1.1.6 Neither the organization of the *Specifications* nor the arrangement of *Drawings* shall control the *Contractor* in dividing the work among *Subcontractors* and *Suppliers*.

1.1.7 If there is a conflict within the *Contract Documents*:
.1 the order of priority of documents, from highest to lowest, shall be
- the Agreement between the *Owner* and the *Contractor*,
- the Definitions,
- Supplementary Conditions,
- the General Conditions,
- Division 1 of the *Specifications*,
- technical *Specifications*,
- material and finishing schedules,
- the *Drawings*.

.2 *Drawings* of larger scale shall govern over those of smaller scale of the same date.
.3 dimensions shown on *Drawings* shall govern over dimensions scaled from *Drawings*.
.4 later dated documents shall govern over earlier documents of the same type.

CONTRACT DOCUMENT

1.1.8 The *Owner* shall provide the *Contractor*, without charge, sufficient copies of the *Contract Documents* to perform the *Work*.

1.1.9 *Specifications*, *Drawings*, models, and copies thereof furnished by the *Consultant* are and shall remain the *Consultant*'s property, with the exception of the signed *Contract* sets, which shall belong to each party to the *Contract*. All *Specifications*, *Drawings* and models furnished by the *Consultant* are to be used only with respect to the *Work* and are not to be used on other work. These *Specifications*, *Drawings* and models are not to be copied or altered in any manner without the written authorization of the *Consultant*.

1.1.10 Models furnished by the *Contractor* at the *Owner*'s expense are the property of the *Owner*.

GC 1.2 LAW OF THE CONTRACT

1.2.1 The law of the *Place of the Work* shall govern the interpretation of the *Contract*.

GC 1.3 RIGHTS AND REMEDIES

1.3.1 Except as expressly provided in the *Contract Documents*, the duties and obligations imposed by the *Contract Documents* and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights, and remedies otherwise imposed or available by law.

1.3.2 No action or failure to act by the *Owner*, *Consultant* or *Contractor* shall constitute a waiver of any right or duty afforded any of them under the *Contract*, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

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GC 1.4 ASSIGNMENT

1.4.1 Neither party to the *Contract* shall assign the *Contract* or a portion thereof without the written consent of the other, which consent shall not be unreasonably withheld.

PART 2 ADMINISTRATION OF THE CONTRACT

GC 2.1 AUTHORITY OF THE CONSULTANT

2.1.1 The *Consultant* will have authority to act on behalf of the *Owner* only to the extent provided in the *Contract Documents*, unless otherwise modified by written agreement as provided in paragraph 2.1.2.

2.1.2 The duties, responsibilities and limitations of authority of the *Consultant* as set forth in the *Contract Documents* shall be modified or extended only with the written consent of the *Owner*, the *Contractor* and the *Consultant*.

2.1.3 If the *Consultant*'s employment is terminated, the *Owner* shall immediately appoint or reappoint a *Consultant* against whom the *Contractor* makes no reasonable objection and whose status under the *Contract Documents* shall be that of the former *Consultant*.

GC 2.2 ROLE OF THE CONSULTANT

2.2.1 The *Consultant* will provide administration of the *Contract* as described in the *Contract Documents*.

2.2.2 The *Consultant* will visit the *Place of the Work* at intervals appropriate to the progress of construction to become familiar with the progress and quality of the work and to determine if the *Work* is proceeding in general conformity with the *Contract Documents*.

2.2.3 If the *Owner* and the *Consultant* agree, the *Consultant* will provide at the *Place of the Work*, one or more project representatives to assist in carrying out the *Consultant*'s responsibilities. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in writing to the *Contractor*.

2.2.4 The *Consultant* will promptly inform the *Owner* of the date of receipt of the *Contractor*'s applications for payment as provided in paragraph 5.3.1.1 of GC 5.3 – PROGRESS PAYMENT.

2.2.5 Based on the *Consultant*'s observations and evaluation of the *Contractor*'s applications for payment, the *Consultant* will determine the amounts owing to the *Contractor* under the *Contract* and will issue certificates for payment as provided in Article A-5 of the Agreement - PAYMENT, GC 5.3 - PROGRESS PAYMENT and GC 5.7 - FINAL PAYMENT.

2.2.6 The *Consultant* will not be responsible for and will not have control, charge or supervision of construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs required in connection with the *Work* in accordance with the applicable construction safety legislation, other regulations or general construction practice. The *Consultant* will not be responsible for the *Contractor*'s failure to carry out the *Work* in accordance with the *Contract Documents*. The *Consultant* will not have control over, charge of or be responsible for the acts or omissions of the *Contractor*, *Subcontractors*, *Suppliers*, or their agents, employees, or any other persons performing portions of the *Work*.

2.2.7 Except with respect to GC 5.1 - FINANCING INFORMATION REQUIRED OF THE OWNER, the *Consultant* will be, in the first instance, the interpreter of the requirements of the *Contract Documents*.

2.2.8 Matters in question relating to the performance of the *Work* or the interpretation of the *Contract Documents* shall be initially referred in writing to the *Consultant* by the party raising the question for interpretations and findings and copied to the other party.

2.2.9 Interpretations and findings of the *Consultant* shall be consistent with the intent of the *Contract Documents*. In making such interpretations and findings the *Consultant* will not show partiality to either the *Owner* or the *Contractor*.

2.2.10 The *Consultant*'s interpretations and findings will be given in writing to the parties within a reasonable time.

2.2.11 With respect to claims for a change in *Contract Price*, the *Consultant* will make findings as set out in GC 6.6 – CLAIMS FOR A CHANGE IN CONTRACT PRICE.

CONTRACT DOCUMENT

2.2.12 The *Consultant* will have authority to reject work which in the *Consultant*'s opinion does not conform to the requirements of the *Contract Documents*. Whenever the *Consultant* considers it necessary or advisable, the *Consultant* will have authority to require inspection or testing of work, whether or not such work is fabricated, installed or completed. However, neither the authority of the *Consultant* to act nor any decision either to exercise or not to exercise such authority shall give rise to any duty or responsibility of the *Consultant* to the *Contractor*, *Subcontractors*, *Suppliers*, or their agents, employees, or other persons performing any of the *Work*.

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2.2.13 During the progress of the *Work* the *Consultant* will furnish *Supplemental Instructions* to the *Contractor* with reasonable promptness or in accordance with a schedule for such instructions agreed to by the *Consultant* and the *Contractor*.

2.2.14 The *Consultant* will review and take appropriate action upon *Shop Drawings*, samples and other *Contractor*'s submittals, in accordance with the *Contract Documents*.

2.2.15 The *Consultant* will prepare *Change Orders* and *Change Directives* as provided in GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

2.2.16 The *Consultant* will conduct reviews of the *Work* to determine the date of *Substantial Performance of the Work* as provided in GC 5.4 - SUBSTANTIAL PERFORMANCE OF THE WORK.

2.2.17 All certificates issued by the *Consultant* will be to the best of the *Consultant*'s knowledge, information and belief. By issuing any certificate, the *Consultant* does not guarantee the *Work* is correct or complete.

2.2.18 The *Consultant* will receive and review written warranties and related documents required by the *Contract* and provided by the *Contractor* and will forward such warranties and documents to the *Owner* for the *Owner*'s acceptance.

GC 2.3 REVIEW AND INSPECTION OF THE WORK

2.3.1 The *Owner* and the *Consultant* shall have access to the *Work* at all times. The *Contractor* shall provide sufficient, safe and proper facilities at all times for the review of the *Work* by the *Consultant* and the inspection of the *Work* by authorized agencies. If parts of the *Work* are in preparation at locations other than the *Place of the Work*, the *Owner* and the *Consultant* shall be given access to such work whenever it is in progress.

2.3.2 If work is designated for tests, inspections or approvals in the *Contract Documents*, or by the *Consultant*'s instructions, or by the laws or ordinances of the *Place of the Work*, the *Contractor* shall give the *Consultant* reasonable notification of when the work will be ready for review and inspection. The *Contractor* shall arrange for and shall give the *Consultant* reasonable notification of the date and time of inspections by other authorities.

2.3.3 The *Contractor* shall furnish promptly to the *Consultant* two copies of certificates and inspection reports relating to the *Work*.

2.3.4 If the *Contractor* covers, or permits to be covered, work that has been designated for special tests, inspections or approvals before such special tests, inspections or approvals are made, given or completed, the *Contractor* shall, if so directed, uncover such work, have the inspections or tests satisfactorily completed, and make good covering work at the *Contractor*'s expense.

2.3.5 The *Consultant* may order any portion or portions of the *Work* to be examined to confirm that such work is in accordance with the requirements of the *Contract Documents*. If the work is not in accordance with the requirements of the *Contract Documents*, the *Contractor* shall correct the work and pay the cost of examination and correction. If the work is in accordance with the requirements of the *Contract Documents*, the *Owner* shall pay the cost of examination and restoration.

2.3.6 The *Contractor* shall pay the cost of making any test or inspection, including the cost of samples required for such test or inspection, if such test or inspection is designated in the *Contract Documents* to be performed by the *Contractor* or is designated by the laws or ordinances applicable to the *Place of the Work*.

2.3.7 The *Contractor* shall pay the cost of samples required for any test or inspection to be performed by the *Consultant* or the *Owner* if such test or inspection is designated in the *Contract Documents*.

GC 2.4 DEFECTIVE WORK

2.4.1 The *Contractor* shall promptly correct defective work that has been rejected by the *Consultant* as failing to conform to the *Contract Documents* whether or not the defective work has been incorporated in the *Work* and whether or not the defect is the result of poor workmanship, use of defective products or damage through carelessness or other act or omission of the *Contractor*.

2.4.2 The *Contractor* shall make good promptly other contractors' work destroyed or damaged by such corrections at the *Contractor*'s expense.

2.4.3 If in the opinion of the *Consultant* it is not expedient to correct defective work or work not performed as provided in the *Contract Documents*, the *Owner* may deduct from the amount otherwise due to the *Contractor* the difference in value between the work as performed and that called for by the *Contract Documents*. If the *Owner* and the *Contractor* do not agree on the difference in value, they shall refer the matter to the *Consultant* for a determination.

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PART 3 EXECUTION OF THE WORK

GC 3.1 CONTROL OF THE WORK

3.1.1 The *Contractor* shall have total control of the *Work* and shall effectively direct and supervise the *Work* so as to ensure conformity with the *Contract Documents*.

3.1.2 The *Contractor* shall be solely responsible for construction means, methods, techniques, sequences, and procedures and for co-ordinating the various parts of the *Work* under the *Contract*.

GC 3.2 CONSTRUCTION BY OWNER OR OTHER CONTRACTORS

3.2.1 The *Owner* reserves the right to award separate contracts in connection with other parts of the *Project* to other contractors and to perform work with own forces.

3.2.2 When separate contracts are awarded for other parts of the *Project*, or when work is performed by the *Owner*'s own forces, the *Owner* shall:

.1 provide for the co-ordination of the activities and work of other contractors and *Owner*'s own forces with the *Work* of the *Contract*;

.2 assume overall responsibility for compliance with the applicable health and construction safety legislation at the *Place of the Work*;

.3 enter into separate contracts with other contractors under conditions of contract which are compatible with the conditions of the *Contract*;

.4 ensure that insurance coverage is provided to the same requirements as are called for in GC 11.1 - INSURANCE and co-ordinate such insurance with the insurance coverage of the *Contractor* as it affects the *Work*; and

.5 take all reasonable precautions to avoid labour disputes or other disputes on the *Project* arising from the work of other contractors or the *Owner*'s own forces.

3.2.3 When separate contracts are awarded for other parts of the *Project*, or when work is performed by the *Owner*'s own forces, the *Contractor* shall:

.1 afford the *Owner* and other contractors reasonable opportunity to store their products and execute their work;

.2 cooperate with other contractors and the *Owner* in reviewing their construction schedules; and

.3 promptly report to the *Consultant* in writing any apparent deficiencies in the work of other contractors or of the *Owner*'s own forces, where such work affects the proper execution of any portion of the *Work*, prior to proceeding with that portion of the *Work*.

3.2.4 Where the *Contract Documents* identify work to be performed by other contractors or the *Owner*'s own forces, the *Contractor* shall co-ordinate and schedule the *Work* with the work of other contractors and the *Owner*'s own forces as specified in the *Contract Documents*.

3.2.5 Where a change in the *Work* is required as a result of the co-ordination and integration of the work of other contractors or *Owner*'s own forces with the *Work*, the changes shall be authorized and valued as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

3.2.6 Disputes and other matters in question between the *Contractor* and other contractors shall be dealt with as provided in Part 8 of the General Conditions - DISPUTE RESOLUTION provided the other contractors have reciprocal obligations. The *Contractor* shall be deemed to have consented to arbitration of any dispute with any other contractor whose contract with the *Owner* contains a similar agreement to arbitrate.

GC 3.3 TEMPORARY WORK

3.3.1 The *Contractor* shall have the sole responsibility for the design, erection, operation, maintenance, and removal of *Temporary Work*.

3.3.2 The *Contractor* shall engage and pay for registered professional engineering personnel skilled in the appropriate disciplines to perform those functions referred to in paragraph 3.3.1 where required by law or by the *Contract Documents* and in all cases where such *Temporary Work* is of such a nature that professional engineering skill is required to produce safe and satisfactory results.

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3.3.3 Notwithstanding the provisions of GC 3.1 - CONTROL OF THE WORK, paragraphs 3.3.1 and 3.3.2 or provisions to the contrary elsewhere in the *Contract Documents* where such *Contract Documents* include designs for *Temporary Work* or specify a method of construction in whole or in part, such designs or methods of construction shall be considered to be part of the design of the *Work* and the *Contractor* shall not be held responsible for that part of the design or the specified method of construction. The *Contractor* shall, however, be responsible for the execution of such design or specified method of construction in the same manner as for the execution of the *Work*.

GC 3.4 DOCUMENT REVIEW

3.4.1 The *Contractor* shall review the *Contract Documents* and shall report promptly to the *Consultant* any error, inconsistency or omission the *Contractor* may discover. Such review by the *Contractor* shall be to the best of the *Contractor*'s knowledge, information and belief and in making such review the *Contractor* does not assume any responsibility to the *Owner* or the *Consultant* for the accuracy of the review. The *Contractor* shall not be liable for damage or costs resulting from such errors, inconsistencies or omissions in the *Contract Documents,* which the *Contractor* did not discover. If the *Contractor* does discover any error, inconsistency or omission in the *Contract Documents*, the *Contractor* shall not proceed with the work affected until the *Contractor* has received corrected or missing information from the *Consultant*.

GC 3.5 CONSTRUCTION SCHEDULE

3.5.1 The *Contractor* shall:

.1 prepare and submit to the *Owner* and the *Consultant* prior to the first application for payment, a construction schedule that indicates the timing of the major activities of the *Work* and provides sufficient detail of the critical events and their inter-relationship to demonstrate the *Work* will be performed in conformity with the *Contract Time*;

.2 monitor the progress of the *Work* relative to the construction schedule and update the schedule on a monthly basis or as stipulated by the *Contract Documents*; and

.3 advise the *Consultant* of any revisions required to the schedule as the result of extensions of the *Contract Time* as provided in Part 6 of the General Conditions - CHANGES IN THE WORK.

GC 3.6 SUPERVISION

3.6.1 The *Contractor* shall provide all necessary supervision and appoint a competent representative who shall be in attendance at the *Place of the Work* while work is being performed. The appointed representative shall not be changed except for valid reason.

3.6.2 The appointed representative shall represent the *Contractor* at the *Place of the Work*. Information and instructions provided by the *Consultant* to the *Contractor*'s appointed representative shall be deemed to have been received by the *Contractor*, except with respect to Article A-6 of the Agreement – RECEIPT OF AND ADDRESSES FOR NOTICES IN WRITING.

GC 3.7 SUBCONTRACTORS AND SUPPLIERS

3.7.1 The *Contractor* shall preserve and protect the rights of the parties under the *Contract* with respect to work to be performed under subcontract, and shall:

.1 enter into contracts or written agreements with *Subcontractors* and *Suppliers* to require them to perform their work as provided in the *Contract Documents*;

.2 incorporate the terms and conditions of the *Contract Documents* into all contracts or written agreements with *Subcontractors* and *Suppliers*; and

.3 be as fully responsible to the *Owner* for acts and omissions of *Subcontractors*, *Suppliers* and of persons directly or indirectly employed by them as for acts and omissions of persons directly employed by the *Contractor*.

3.7.2 The *Contractor* shall indicate in writing, if requested by the *Owner*, those *Subcontractors* or *Suppliers* whose bids have been received by the *Contractor* which the *Contractor* would be prepared to accept for the performance of a portion of the *Work*. Should the *Owner* not object before signing the *Contract*, the *Contractor* shall employ those *Subcontractors* or *Suppliers* so identified by the *Contractor* in writing for the performance of that portion of the *Work* to which their bid applies.

3.7.3 The *Owner* may, for reasonable cause, at any time before the *Owner* has signed the *Contract*, object to the use of a proposed *Subcontractor* or *Supplier* and require the *Contractor* to employ one of the other subcontract bidders.

3.7.4 If the *Owner* requires the *Contractor* to change a proposed *Subcontractor* or *Supplier*, the *Contract Price* and *Contract Time* shall be adjusted by the differences occasioned by such required change.

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3.7.5 The *Contractor* shall not be required to employ as a *Subcontractor* or *Supplier*, a person or firm to which the *Contractor* may reasonably object.

3.7.6 The *Owner*, through the *Consultant*, may provide to a *Subcontractor* or *Supplier* information as to the percentage of the *Subcontractor*'s or *Supplier*'s work which has been certified for payment.

GC 3.8 LABOUR AND PRODUCTS

3.8.1 The *Contractor* shall provide and pay for labour, *Products*, tools, *Construction Equipment*, water, heat, light, power, transportation, and other facilities and services necessary for the performance of the *Work* in accordance with the *Contract*.

3.8.2 Unless otherwise specified in the *Contract Documents*, *Products* provided shall be new. *Products* which are not specified shall be of a quality consistent with those specified and their use acceptable to the *Consultant*.

3.8.3 The *Contractor* shall maintain good order and discipline among the *Contractor*'s employees engaged on the *Work* and shall not employ on the *Work* anyone not skilled in the tasks assigned.

GC 3.9 DOCUMENTS AT THE SITE

3.9.1 The *Contractor* shall keep one copy of current *Contract Documents*, submittals, reports, and records of meetings at the *Place of the Work*, in good order and available to the *Owner* and the *Consultant*.

GC 3.10 SHOP DRAWINGS

3.10.1 The *Contractor* shall provide *Shop Drawings* as required in the *Contract Documents*.

3.10.2 The *Contractor* shall provide *Shop Drawings* to the *Consultant* to review in orderly sequence and sufficiently in advance so as to cause no delay in the *Work* or in the work of other contractors.

3.10.3 Upon request of the *Contractor* or the *Consultant*, they shall jointly prepare a schedule of the dates for provision, review and return of *Shop Drawings*.

3.10.4 The *Contractor* shall provide *Shop Drawings* in the form specified, or if not specified, as directed by the *Consultant*.

3.10.5 *Shop Drawings* provided by the *Contractor* to the *Consultant* shall indicate by stamp, date and signature of the person responsible for the review that the *Contractor* has reviewed each one of them.

3.10.6 The *Consultant*'s review is for conformity to the design concept and for general arrangement only.

3.10.7 *Shop Drawings* which require approval of any legally constituted authority having jurisdiction shall be provided to such authority by the *Contractor* for approval.

3.10.8 The *Contractor* shall review all *Shop Drawings* before providing them to the *Consultant*. The *Contractor* represents by this review that:

.1 the *Contractor* has determined and verified all applicable field measurements, field construction conditions, *Product* requirements, catalogue numbers and similar data, or will do so, and

.2 the *Contractor* has checked and co-ordinated each *Shop Drawing* with the requirements of the *Work* and of the *Contract Documents*.

3.10.9 At the time of providing *Shop Drawings*, the *Contractor* shall expressly advise the *Consultant* in writing of any deviations in a *Shop Drawing* from the requirements of the *Contract Documents*. The *Consultant* shall indicate the acceptance or rejection of such deviation expressly in writing.

3.10.10 The *Consultant*'s review shall not relieve the *Contractor* of responsibility for errors or omissions in the *Shop Drawings* or for meeting all requirements of the *Contract Documents*.

3.10.11 The *Contractor* shall provide revised *Shop Drawings* to correct those which the *Consultant* rejects as inconsistent with the *Contract Documents*, unless otherwise directed by the *Consultant*. The *Contractor* shall notify the *Consultant* in writing of any revisions to the *Shop Drawings* other than those requested by the *Consultant*.

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3.10.12 The *Consultant* will review and return *Shop Drawings* in accordance with the schedule agreed upon, or, in the absence of such schedule, with reasonable promptness so as to cause no delay in the performance of the *Work*.

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GC 3.11 USE OF THE WORK

3.11.1 The *Contractor* shall confine *Construction Equipment*, *Temporary Work*, storage of *Products*, waste products and debris, and operations of employees and *Subcontractors* to limits indicated by laws, ordinances, permits, or the *Contract Documents* and shall not unreasonably encumber the *Place of the Work*.

3.11.2 The *Contractor* shall not load or permit to be loaded any part of the *Work* with a weight or force that will endanger the safety of the *Work*.

GC 3.12 CUTTING AND REMEDIAL WORK

3.12.1 The *Contractor* shall perform the cutting and remedial work required to make the affected parts of the *Work* come together properly.

3.12.2 The *Contractor* shall co-ordinate the *Work* to ensure that the cutting and remedial work is kept to a minimum.

3.12.3 Should the *Owner*, the *Consultant*, other contractors or anyone employed by them be responsible for ill-timed work necessitating cutting or remedial work to be performed, the cost of such cutting or remedial work shall be valued as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

3.12.4 Cutting and remedial work shall be performed by specialists familiar with the *Products* affected and shall be performed in a manner to neither damage nor endanger the *Work*.

GC 3.13 CLEANUP

3.13.1 The *Contractor* shall maintain the *Work* in a safe and tidy condition and free from the accumulation of waste products and debris, other than that caused by the *Owner*, other contractors or their employees.

3.13.2 Before applying for *Substantial Performance of the Work* as provided in GC 5.4 – SUBSTANTIAL PERFORMANCE OF THE WORK, the *Contractor* shall remove waste products and debris, other than that resulting from the work of the *Owner*, other contractors or their employees, and shall leave the *Place of the Work* clean and suitable for use or occupancy by the *Owner*. The *Contractor* shall remove products, tools, *Construction Equipment*, and *Temporary Work* not required for the performance of the remaining work.

3.13.3 Prior to application for the final payment, the *Contractor* shall remove any remaining products, tools, *Construction Equipment*, *Temporary Work*, and waste products and debris, other than those resulting from the work of the *Owner*, other contractors or their employees.

PART 4 ALLOWANCES

GC 4.1 CASH ALLOWANCES

4.1.1 The *Contract Price* includes the cash allowances, if any, stated in the *Contract Documents*. The scope of work or costs included in such cash allowances shall be as described in the *Contract Documents*.

4.1.2 The *Contract Price*, and not the cash allowances, includes the *Contractor*'s overhead and profit in connection with such cash allowances.

4.1.3 Expenditures under cash allowances shall be authorized by the *Owner* through the *Consultant*.

4.1.4 Where the actual cost of the *Work* under any cash allowance exceeds the amount of the allowance, the *Contractor* shall be compensated for the excess incurred and substantiated plus an amount for overhead and profit on the excess as set out in the *Contract Documents*. Where the actual cost of the *Work* under any cash allowance is less than the amount of the allowance, the *Owner* shall be credited for the unexpended portion of the cash allowance, but not for the *Contractor*'s overhead and profit on such amount. Multiple cash allowances shall not be combined for the purpose of calculating the foregoing.

4.1.5 The *Contract Price* shall be adjusted by *Change Order* to provide for any difference between the amount of each cash allowance and the actual cost of the work under that cash allowance.

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4.1.6 The value of the work performed under a cash allowance is eligible to be included in progress payments.

4.1.7 The *Contractor* and the *Consultant* shall jointly prepare a schedule that shows when the *Consultant* and *Owner* must authorize ordering of items called for under cash allowances to avoid delaying the progress of the *Work*.

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GC 4.2 CONTINGENCY ALLOWANCE

4.2.1 The *Contract Price* includes the contingency allowance, if any, stated in the *Contract Documents*.

4.2.2 The contingency allowance includes the *Contractor*'s overhead and profit in connection with such contingency allowance.

4.2.3 Expenditures under the contingency allowance shall be authorized and valued as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

4.2.4 The *Contract Price* shall be adjusted by *Change Order* to provide for any difference between the expenditures authorized under paragraph 4.2.3 and the contingency allowance.

PART 5 PAYMENT

GC 5.1 FINANCING INFORMATION REQUIRED OF THE OWNER

5.1.1 The *Owner* shall, at the request of the *Contractor*, before signing the *Contract*, and promptly from time to time thereafter, furnish to the *Contractor* reasonable evidence that financial arrangements have been made to fulfill the *Owner*'s obligations under the *Contract*.

5.1.2 The *Owner* shall give the *Contractor Notice in Writing* of any material change in the *Owner*'s financial arrangements to fulfill the *Owner*'s obligations under the *Contract* during the performance of the *Contract*.

GC 5.2 APPLICATIONS FOR PROGRESS PAYMENT

5.2.1 Applications for payment on account as provided in Article A-5 of the Agreement - PAYMENT may be made monthly as the *Work* progresses.

5.2.2 Applications for payment shall be dated the last day of each payment period, which is the last day of the month or an alternative day of the month agreed in writing by the parties.

5.2.3 The amount claimed shall be for the value, proportionate to the amount of the *Contract*, of *Work* performed and *Products* delivered to the *Place of the Work* as of the last day of the payment period.

5.2.4 The *Contractor* shall submit to the *Consultant*, at least 15 calendar days before the first application for payment, a schedule of values for the parts of the *Work*, aggregating the total amount of the *Contract Price*, so as to facilitate evaluation of applications for payment.

5.2.5 The schedule of values shall be made out in such form and supported by such evidence as the *Consultant* may reasonably direct and when accepted by the *Consultant*, shall be used as the basis for applications for payment, unless it is found to be in error.

5.2.6 The *Contractor* shall include a statement based on the schedule of values with each application for payment.

5.2.7 Applications for payment for *Products* delivered to the *Place of the Work* but not yet incorporated into the *Work* shall be supported by such evidence as the *Consultant* may reasonably require to establish the value and delivery of the *Products*.

GC 5.3 PROGRESS PAYMENT

5.3.1 After receipt by the *Consultant* of an application for payment submitted by the *Contractor* in accordance with GC 5.2 - APPLICATIONS FOR PROGRESS PAYMENT:

.1 the *Consultant* will promptly inform the *Owner* of the date of receipt of the *Contractor*'s application for payment,

.2 the *Consultant* will issue to the *Owner* and copy to the *Contractor*, no later than 10 calendar days after the receipt of the application for payment, a certificate for payment in the amount applied for, or in such other amount as the *Consultant* determines to be properly due. If the *Consultant* amends the application, the *Consultant* will promptly advise the *Contractor* in writing giving reasons for the amendment,

.3 the *Owner* shall make payment to the *Contractor* on account as provided in Article A-5 of the Agreement - PAYMENT on or before 20 calendar days after the later of:

- receipt by the *Consultant* of the application for payment, or
- the last day of the monthly payment period for which the application for payment is made.

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GC 5.4 SUBSTANTIAL PERFORMANCE OF THE WORK

5.4.1 When the *Contractor* considers that the *Work* is substantially performed, or if permitted by the lien legislation applicable to the *Place of the Work* a designated portion thereof which the *Owner* agrees to accept separately is substantially performed, the *Contractor* shall, within one *Working Day*, deliver to the *Consultant* and to the *Owner* a comprehensive list of items to be completed or corrected, together with a written application for a review by the *Consultant* to establish *Substantial Performance of the Work* or substantial performance of the designated portion of the *Work*. Failure to include an item on the list does not alter the responsibility of the *Contractor* to complete the *Contract*.

5.4.2 The *Consultant* will review the *Work* to verify the validity of the application and shall promptly, and in any event, no later than 20 calendar days after receipt of the *Contractor*'s list and application:

.1 advise the *Contractor* in writing that the *Work* or the designated portion of the *Work* is not substantially performed and give reasons why, or

.2 state the date of *Substantial Performance of the Work* or a designated portion of the *Work* in a certificate and issue a copy of that certificate to each of the *Owner* and the *Contractor*.

5.4.3 Immediately following the issuance of the certificate of *Substantial Performance of the Work*, the *Contractor*, in consultation with the *Consultant*, shall establish a reasonable date for finishing the *Work*.

GC 5.5 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF THE WORK

5.5.1 After the issuance of the certificate of *Substantial Performance of the Work*, the *Contractor* shall:

.1 submit an application for payment of the holdback amount,

.2 submit CCDC 9A 'Statutory Declaration' to state that all accounts for labour, subcontracts, *Products*, *Construction Equipment*, and other indebtedness which may have been incurred by the *Contractor* in the *Substantial Performance of the Work* and for which the *Owner* might in any way be held responsible have been paid in full, except for amounts properly retained as a holdback or as an identified amount in dispute.

5.5.2 After the receipt of an application for payment from the *Contractor* and the statement as provided in paragraph 5.5.1, the *Consultant* will issue a certificate for payment of the holdback amount.

5.5.3 Where the holdback amount required by the applicable lien legislation has not been placed in a separate holdback account, the *Owner* shall, 10 calendar days prior to the expiry of the holdback period stipulated in the lien legislation applicable to the *Place of the Work*, place the holdback amount in a bank account in the joint names of the *Owner* and the *Contractor*.

5.5.4 In the common law jurisdictions, the holdback amount authorized by the certificate for payment of the holdback amount is due and payable on the first calendar day following the expiration of the holdback period stipulated in the lien legislation applicable to the *Place of the Work*. Where lien legislation does not exist or apply, the holdback amount shall be due and payable in accordance with other legislation, industry practice or provisions which may be agreed to between the parties. The *Owner* may retain out of the holdback amount any sums required by law to satisfy any liens against the *Work* or, if permitted by the lien legislation applicable to the *Place of the Work*, other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

5.5.5 In the Province of Quebec, the holdback amount authorized by the certificate for payment of the holdback amount is due and payable 30 calendar days after the issuance of the certificate. The *Owner* may retain out of the holdback amount any sums required to satisfy any legal hypothecs that have been taken, or could be taken, against the *Work* or other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

GC 5.6 PROGRESSIVE RELEASE OF HOLDBACK

5.6.1 In the common law jurisdictions, where legislation permits and where, upon application by the *Contractor*, the *Consultant* has certified that the work of a *Subcontractor* or *Supplier* has been performed prior to *Substantial Performance of the Work*, the *Owner* shall pay the *Contractor* the holdback amount retained for such subcontract work, or the *Products* supplied by such *Supplier*, on the first calendar day following the expiration of the holdback period for such work stipulated in the lien legislation applicable to the *Place of the Work*. The *Owner* may retain out of the holdback amount any sums required by law to satisfy any liens against the *Work* or, if permitted by the lien legislation applicable to the *Place of the Work*, other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

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5.6.2 In the Province of Quebec, where, upon application by the *Contractor*, the *Consultant* has certified that the work of a *Subcontractor* or *Supplier* has been performed prior to *Substantial Performance of the Work*, the *Owner* shall pay the *Contractor* the holdback amount retained for such subcontract work, or the *Products* supplied by such *Supplier*, no later than 30 calendar days after such certification by the *Consultant*. The *Owner* may retain out of the holdback amount any sums required to satisfy any legal hypothecs that have been taken, or could be taken, against the *Work* or other third party monetary claims against the *Contractor* which are enforceable against the *Owner*.

5.6.3 Notwithstanding the provisions of the preceding paragraphs, and notwithstanding the wording of such certificates, the *Contractor* shall ensure that such subcontract work or *Products* are protected pending the issuance of a final certificate for payment and be responsible for the correction of defects or work not performed regardless of whether or not such was apparent when such certificates were issued.

GC 5.7 FINAL PAYMENT

5.7.1 When the *Contractor* considers that the *Work* is completed, the *Contractor* shall submit an application for final payment.

5.7.2 The *Consultant* will, no later than 10 calendar days after the receipt of an application from the *Contractor* for final payment, review the *Work* to verify the validity of the application and advise the *Contractor* in writing that the application is valid or give reasons why it is not valid.

5.7.3 When the *Consultant* finds the *Contractor*'s application for final payment valid, the *Consultant* will promptly issue a final certificate for payment.

5.7.4 Subject to the provision of paragraph 10.4.1 of GC 10.4 - WORKERS' COMPENSATION, and any lien legislation applicable to the *Place of the Work*, the *Owner* shall, no later than 5 calendar days after the issuance of a final certificate for payment, pay the *Contractor* as provided in Article A-5 of the Agreement - PAYMENT.

GC 5.8 WITHHOLDING OF PAYMENT

5.8.1 If because of climatic or other conditions reasonably beyond the control of the *Contractor*, there are items of work that cannot be performed, payment in full for that portion of the *Work* which has been performed as certified by the *Consultant* shall not be withheld or delayed by the *Owner* on account thereof, but the *Owner* may withhold, until the remaining portion of the *Work* is finished, only such an amount that the *Consultant* determines is sufficient and reasonable to cover the cost of performing such remaining work.

GC 5.9 NON-CONFORMING WORK

5.9.1 No payment by the *Owner* under the *Contract* nor partial or entire use or occupancy of the *Work* by the *Owner* shall constitute an acceptance of any portion of the *Work* or *Products* which are not in accordance with the requirements of the *Contract Documents*.

PART 6 CHANGES IN THE WORK

GC 6.1 OWNER'S RIGHT TO MAKE CHANGES

6.1.1 The *Owner*, through the *Consultant*, without invalidating the *Contract*, may make:
.1 changes in the *Work* consisting of additions, deletions or other revisions to the *Work* by *Change Order* or *Change Directive*, and
.2 changes to the *Contract Time* for the *Work*, or any part thereof, by *Change Order*.

6.1.2 The *Contractor* shall not perform a change in the *Work* without a *Change Order* or a *Change Directive*.

GC 6.2 CHANGE ORDER

6.2.1 When a change in the *Work* is proposed or required, the *Consultant* will provide the *Contractor* with a written description of the proposed change in the *Work*. The *Contractor* shall promptly present, in a form acceptable to the *Consultant*, a method of adjustment or an amount of adjustment for the *Contract Price*, if any, and the adjustment in the *Contract Time*, if any, for the proposed change in the *Work*.

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6.2.2 When the *Owner* and *Contractor* agree to the adjustments in the *Contract Price* and *Contract Time*, or to the method to be used to determine the adjustments, such agreement shall be effective immediately and shall be recorded in a *Change Order*. The value of the work performed as the result of a *Change Order* shall be included in the application for progress payment.

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GC 6.3 CHANGE DIRECTIVE

6.3.1 If the *Owner* requires the *Contractor* to proceed with a change in the *Work* prior to the *Owner* and the *Contractor* agreeing upon the corresponding adjustment in *Contract Price* and *Contract Time*, the *Owner*, through the *Consultant*, shall issue a *Change Directive*.

6.3.2 A *Change Directive* shall only be used to direct a change in the *Work* which is within the general scope of the *Contract Documents*.

6.3.3 A *Change Directive* shall not be used to direct a change in the *Contract Time* only.

6.3.4 Upon receipt of a *Change Directive*, the *Contractor* shall proceed promptly with the change in the *Work*.

6.3.5 For the purpose of valuing *Change Directives*, changes in the *Work* that are not substitutions or otherwise related to each other shall not be grouped together in the same *Change Directive*.

6.3.6 The adjustment in the *Contract Price* for a change carried out by way of a *Change Directive* shall be determined on the basis of the cost of the *Contractor*'s actual expenditures and savings attributable to the *Change Directive*, valued in accordance with paragraph 6.3.7 and as follows:

.1 If the change results in a net increase in the *Contractor*'s cost, the *Contract Price* shall be increased by the amount of the net increase in the *Contractor*'s cost, plus the *Contractor*'s percentage fee on such net increase.

.2 If the change results in a net decrease in the *Contractor*'s cost, the *Contract Price* shall be decreased by the amount of the net decrease in the *Contractor*'s cost, without adjustment for the *Contractor*'s percentage fee.

.3 The *Contractor*'s fee shall be as specified in the *Contract Documents* or as otherwise agreed by the parties.

6.3.7 The cost of performing the work attributable to the *Change Directive* shall be limited to the actual cost of the following:

.1 salaries, wages and benefits paid to personnel in the direct employ of the *Contractor* under a salary or wage schedule agreed upon by the *Owner* and the *Contractor*, or in the absence of such a schedule, actual salaries, wages and benefits paid under applicable bargaining agreement, and in the absence of a salary or wage schedule and bargaining agreement, actual salaries, wages and benefits paid by the *Contractor*, for personnel
   (1) stationed at the *Contractor*'s field office, in whatever capacity employed;
   (2) engaged in expediting the production or transportation of material or equipment, at shops or on the road;
   (3) engaged in the preparation or review of *Shop Drawings*, fabrication drawings, and coordination drawings; or
   (4) engaged in the processing of changes in the *Work*.

.2 contributions, assessments or taxes incurred for such items as employment insurance, provincial or territorial health insurance, workers' compensation, and Canada or Quebec Pension Plan, insofar as such cost is based on wages, salaries or other remuneration paid to employees of the *Contractor* and included in the cost of the *Work* as provided in paragraph 6.3.7.1;

.3 travel and subsistence expenses of the *Contractor*'s personnel described in paragraph 6.3.7.1;

.4 all *Products* including cost of transportation thereof;

.5 materials, supplies, *Construction Equipment*, *Temporary Work*, and hand tools not owned by the workers, including transportation and maintenance thereof, which are consumed in the performance of the *Work*; and cost less salvage value on such items used but not consumed, which remain the property of the *Contractor*;

.6 all tools and *Construction Equipment*, exclusive of hand tools used in the performance of the *Work*, whether rented from or provided by the *Contractor* or others, including installation, minor repairs and replacements, dismantling, removal, transportation, and delivery cost thereof;

.7 all equipment and services required for the *Contractor*'s field office;

.8 deposits lost;

.9 the amounts of all subcontracts;

.10 quality assurance such as independent inspection and testing services;

.11 charges levied by authorities having jurisdiction at the *Place of the Work*;

.12 royalties, patent licence fees and damages for infringement of patents and cost of defending suits therefor subject always to the *Contractor*'s obligations to indemnify the *Owner* as provided in paragraph 10.3.1 of GC 10.3 - PATENT FEES;

.13 any adjustment in premiums for all bonds and insurance which the *Contractor* is required by the *Contract Documents*, to purchase and maintain;

.14 any adjustment in taxes, other than *Value Added Taxes*, and duties for which the *Contractor* is liable;

.15 charges for long distance telephone and facsimile communications, courier services, expressage, and petty cash items incurred in relation to the performance of the *Work*;

.16 removal and disposal of waste products and debris; and

.17 safety measures and requirements.

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6.3.8 Notwithstanding any other provisions contained in the General Conditions of the *Contract*, it is the intention of the parties that the cost of any item under any cost element referred to in paragraph 6.3.7 shall cover and include any and all costs or liabilities attributable to the *Change Directive* other than those which are the result of or occasioned by any failure on the part of the *Contractor* to exercise reasonable care and diligence in the *Contractor*'s attention to the *Work*. Any cost due to failure on the part of the *Contractor* to exercise reasonable care and diligence in the *Contractor*'s attention to the *Work* shall be borne by the *Contractor*.

6.3.9 The *Contractor* shall keep full and detailed accounts and records necessary for the documentation of the cost of performing the *Work* attributable to the *Change Directive* and shall provide the *Consultant* with copies thereof when requested.

6.3.10 For the purpose of valuing *Change Directives*, the *Owner* shall be afforded reasonable access to all of the *Contractor*'s pertinent documents related to the cost of performing the *Work* attributable to the *Change Directive*.

6.3.11 Pending determination of the final amount of a *Change Directive*, the undisputed value of the *Work* performed as the result of a *Change Directive* is eligible to be included in progress payments.

6.3.12 If the *Owner* and the *Contractor* do not agree on the proposed adjustment in the *Contract Time* attributable to the change in the *Work*, or the method of determining it, the adjustment shall be referred to the *Consultant* for determination.

6.3.13 When the *Owner* and the *Contractor* reach agreement on the adjustment to the *Contract Price* and to the *Contract Time*, this agreement shall be recorded in a *Change Order*.

GC 6.4 CONCEALED OR UNKNOWN CONDITIONS

6.4.1 If the *Owner* or the *Contractor* discover conditions at the *Place of the Work* which are:

.1 subsurface or otherwise concealed physical conditions which existed before the commencement of the *Work* which differ materially from those indicated in the *Contract Documents*; or

.2 physical conditions, other than conditions due to weather, that are of a nature which differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the *Contract Documents*,

then the observing party shall give *Notice in Writing* to the other party of such conditions before they are disturbed and in no event later than 5 *Working Days* after first observance of the conditions.

6.4.2 The *Consultant* will promptly investigate such conditions and make a finding. If the finding is that the conditions differ materially and this would cause an increase or decrease in the *Contractor*'s cost or time to perform the *Work*, the *Consultant*, with the *Owner*'s approval, will issue appropriate instructions for a change in the *Work* as provided in GC 6.2 - CHANGE ORDER or GC 6.3 - CHANGE DIRECTIVE.

6.4.3 If the *Consultant* finds that the conditions at the *Place of the Work* are not materially different or that no change in the *Contract Price* or the *Contract Time* is justified, the *Consultant* will report the reasons for this finding to the *Owner* and the *Contractor* in writing.

6.4.4 If such concealed or unknown conditions relate to toxic and hazardous substances and materials, artifacts and fossils, or mould, the parties will be governed by the provisions of GC 9.2 - TOXIC AND HAZARDOUS SUBSTANCES, GC 9.3 - ARTIFACTS AND FOSSILS and GC 9.5 – MOULD.

GC 6.5 DELAYS

6.5.1 If the *Contractor* is delayed in the performance of the *Work* by an action or omission of the *Owner*, *Consultant* or anyone employed or engaged by them directly or indirectly, contrary to the provisions of the *Contract Documents*, then the *Contract Time* shall be extended for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor*. The *Contractor* shall be reimbursed by the *Owner* for reasonable costs incurred by the *Contractor* as the result of such delay.

6.5.2 If the *Contractor* is delayed in the performance of the *Work* by a stop work order issued by a court or other public authority and providing that such order was not issued as the result of an act or fault of the *Contractor* or any person employed or engaged by the *Contractor* directly or indirectly, then the *Contract Time* shall be extended for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor*. The *Contractor* shall be reimbursed by the *Owner* for reasonable costs incurred by the *Contractor* as the result of such delay.

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6.5.3 If the *Contractor* is delayed in the performance of the *Work* by:

.1 labour disputes, strikes, lock-outs (including lock-outs decreed or recommended for its members by a recognized contractors' association, of which the *Contractor* is a member or to which the *Contractor* is otherwise bound),

.2 fire, unusual delay by common carriers or unavoidable casualties,

.3 abnormally adverse weather conditions, or

.4 any cause beyond the *Contractor*'s control other than one resulting from a default or breach of *Contract* by the *Contractor*,

then the *Contract Time* shall be extended for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor*. The extension of time shall not be less than the time lost as the result of the event causing the delay, unless the *Contractor* agrees to a shorter extension. The *Contractor* shall not be entitled to payment for costs incurred by such delays unless such delays result from actions by the *Owner*, *Consultant* or anyone employed or engaged by them directly or indirectly.

6.5.4 No extension shall be made for delay unless *Notice in Writing* of the cause of delay is given to the *Consultant* not later than 10 *Working Days* after the commencement of the delay. In the case of a continuing cause of delay only one *Notice in Writing* shall be necessary.

6.5.5 If no schedule is made under paragraph 2.2.13 of GC 2.2 - ROLE OF THE CONSULTANT, then no request for extension shall be made because of failure of the *Consultant* to furnish instructions until 10 *Working Days* after demand for such instructions has been made.

GC 6.6 CLAIMS FOR A CHANGE IN CONTRACT PRICE

6.6.1 If the *Contractor* intends to make a claim for an increase to the *Contract Price*, or if the *Owner* intends to make a claim against the *Contractor* for a credit to the *Contract Price*, the party that intends to make the claim shall give timely *Notice in Writing* of intent to claim to the other party and to the *Consultant*.

6.6.2 Upon commencement of the event or series of events giving rise to a claim, the party intending to make the claim shall:

.1 take all reasonable measures to mitigate any loss or expense which may be incurred as a result of such event or series of events, and

.2 keep such records as may be necessary to support the claim.

6.6.3 The party making the claim shall submit within a reasonable time to the *Consultant* a detailed account of the amount claimed and the grounds upon which the claim is based.

6.6.4 Where the event or series of events giving rise to the claim has a continuing effect, the detailed account submitted under paragraph 6.6.3 shall be considered to be an interim account and the party making the claim shall, at such intervals as the *Consultant* may reasonably require, submit further interim accounts giving the accumulated amount of the claim and any further grounds upon which it is based. The party making the claim shall submit a final account after the end of the effects resulting from the event or series of events.

6.6.5 The *Consultant's* findings, with respect to a claim made by either party, will be given by *Notice in Writing* to both parties within 30 *Working Days* after receipt of the claim by the *Consultant*, or within such other time period as may be agreed by the parties.

6.6.6 If such finding is not acceptable to either party, the claim shall be settled in accordance with Part 8 of the General Conditions - DISPUTE RESOLUTION.

PART 7 DEFAULT NOTICE

GC 7.1 OWNER'S RIGHT TO PERFORM THE WORK, TERMINATE THE CONTRACTOR'S RIGHT TO CONTINUE WITH THE WORK OR TERMINATE THE CONTRACT

7.1.1 If the *Contractor* is adjudged bankrupt, or makes a general assignment for the benefit of creditors because of the *Contractor*'s insolvency, or if a receiver is appointed because of the *Contractor*'s insolvency, the *Owner* may, without prejudice to any other right or remedy the *Owner* may have, terminate the *Contractor*'s right to continue with the *Work*, by giving the *Contractor* or receiver or trustee in bankruptcy *Notice in Writing* to that effect.

7.1.2 If the *Contractor* neglects to prosecute the *Work* properly or otherwise fails to comply with the requirements of the *Contract* to a substantial degree and if the *Consultant* has given a written statement to the *Owner* and *Contractor* that sufficient cause exists to justify such action, the *Owner* may, without prejudice to any other right or remedy the *Owner* may have, give the *Contractor Notice in Writing* that the *Contractor* is in default of the *Contractor*'s contractual obligations and instruct the *Contractor* to correct the default in the 5 *Working Days* immediately following the receipt of such *Notice in Writing*.

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7.1.3 If the default cannot be corrected in the 5 *Working Days* specified or in such other time period as may be subsequently agreed in writing by the parties, the *Contractor* shall be in compliance with the *Owner*'s instructions if the *Contractor*:
.1 commences the correction of the default within the specified time, and
.2 provides the *Owner* with an acceptable schedule for such correction, and
.3 corrects the default in accordance with the *Contract* terms and with such schedule.

7.1.4 If the *Contractor* fails to correct the default in the time specified or in such other time period as may be subsequently agreed in writing by the parties, without prejudice to any other right or remedy the *Owner* may have, the *Owner* may:
.1 correct such default and deduct the cost thereof from any payment then or thereafter due the *Contractor* provided the *Consultant* has certified such cost to the *Owner* and the *Contractor*, or
.2 terminate the *Contractor*'s right to continue with the *Work* in whole or in part or terminate the *Contract*.

7.1.5 If the *Owner* terminates the *Contractor*'s right to continue with the *Work* as provided in paragraphs 7.1.1 and 7.1.4, the *Owner* shall be entitled to:
.1 take possession of the *Work* and *Products* at the *Place of the Work*; subject to the rights of third parties, utilize the *Construction Equipment* at the *Place of the Work*; finish the *Work* by whatever method the *Owner* may consider expedient, but without undue delay or expense, and
.2 withhold further payment to the *Contractor* until a final certificate for payment is issued, and
.3 charge the *Contractor* the amount by which the full cost of finishing the *Work* as certified by the *Consultant*, including compensation to the *Consultant* for the *Consultant*'s additional services and a reasonable allowance as determined by the *Consultant* to cover the cost of corrections to work performed by the *Contractor* that may be required under GC 12.3 - WARRANTY, exceeds the unpaid balance of the *Contract Price*; however, if such cost of finishing the *Work* is less than the unpaid balance of the *Contract Price*, the *Owner* shall pay the *Contractor* the difference, and
.4 on expiry of the warranty period, charge the *Contractor* the amount by which the cost of corrections to the *Contractor*'s work under GC 12.3 - WARRANTY exceeds the allowance provided for such corrections, or if the cost of such corrections is less than the allowance, pay the *Contractor* the difference.

7.1.6 The *Contractor*'s obligation under the *Contract* as to quality, correction and warranty of the work performed by the *Contractor* up to the time of termination shall continue after such termination of the *Contract*.

GC 7.2 CONTRACTOR'S RIGHT TO SUSPEND THE WORK OR TERMINATE THE CONTRACT

7.2.1 If the *Owner* is adjudged bankrupt, or makes a general assignment for the benefit of creditors because of the *Owner*'s insolvency, or if a receiver is appointed because of the *Owner*'s insolvency, the *Contractor* may, without prejudice to any other right or remedy the *Contractor* may have, terminate the *Contract* by giving the *Owner* or receiver or trustee in bankruptcy *Notice in Writing* to that effect.

7.2.2 If the *Work* is suspended or otherwise delayed for a period of 20 *Working Days* or more under an order of a court or other public authority and providing that such order was not issued as the result of an act or fault of the *Contractor* or of anyone directly or indirectly employed or engaged by the *Contractor*, the *Contractor* may, without prejudice to any other right or remedy the *Contractor* may have, terminate the *Contract* by giving the *Owner Notice in Writing* to that effect.

7.2.3 The *Contractor* may give *Notice in Writing* to the *Owner*, with a copy to the *Consultant*, that the *Owner* is in default of the *Owner*'s contractual obligations if:
.1 the *Owner* fails to furnish, when so requested by the *Contractor*, reasonable evidence that financial arrangements have been made to fulfill the *Owner*'s obligations under the *Contract*, or
.2 the *Consultant* fails to issue a certificate as provided in GC 5.3 - PROGRESS PAYMENT, or
.3 the *Owner* fails to pay the *Contractor* when due the amounts certified by the *Consultant* or awarded by arbitration or court, or
.4 the *Owner* violates the requirements of the *Contract* to a substantial degree and the *Consultant*, except for GC 5.1 - FINANCING INFORMATION REQUIRED OF THE OWNER, confirms by written statement to the *Contractor* that sufficient cause exists.

7.2.4 The *Contractor*'s *Notice in Writing* to the *Owner* provided under paragraph 7.2.3 shall advise that if the default is not corrected within 5 *Working Days* following the receipt of the *Notice in Writing*, the *Contractor* may, without prejudice to any other right or remedy the *Contractor* may have, suspend the *Work* or terminate the *Contract*.

7.2.5 If the *Contractor* terminates the *Contract* under the conditions set out above, the *Contractor* shall be entitled to be paid for all work performed including reasonable profit, for loss sustained upon *Products* and *Construction Equipment*, and such other damages as the *Contractor* may have sustained as a result of the termination of the *Contract*.

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PART 8 DISPUTE RESOLUTION

GC 8.1 AUTHORITY OF THE CONSULTANT

8.1.1 Differences between the parties to the *Contract* as to the interpretation, application or administration of the *Contract* or any failure to agree where agreement between the parties is called for, herein collectively called disputes, which are not resolved in the first instance by findings of the *Consultant* as provided in GC 2.2 - ROLE OF THE CONSULTANT, shall be settled in accordance with the requirements of Part 8 of the General Conditions - DISPUTE RESOLUTION.

8.1.2 If a dispute arises under the *Contract* in respect of a matter in which the *Consultant* has no authority under the *Contract* to make a finding, the procedures set out in paragraph 8.1.3 and paragraphs 8.2.3 to 8.2.8 of GC 8.2 - NEGOTIATION, MEDIATION AND ARBITRATION, and in GC 8.3 - RETENTION OF RIGHTS apply to that dispute with the necessary changes to detail as may be required.

8.1.3 If a dispute is not resolved promptly, the *Consultant* will give such instructions as in the *Consultant*'s opinion are necessary for the proper performance of the *Work* and to prevent delays pending settlement of the dispute. The parties shall act immediately according to such instructions, it being understood that by so doing neither party will jeopardize any claim the party may have. If it is subsequently determined that such instructions were in error or at variance with the *Contract Documents*, the *Owner* shall pay the *Contractor* costs incurred by the *Contractor* in carrying out such instructions which the *Contractor* was required to do beyond what the *Contract Documents* correctly understood and interpreted would have required, including costs resulting from interruption of the *Work*.

GC 8.2 NEGOTIATION, MEDIATION AND ARBITRATION

8.2.1 In accordance with the Rules for Mediation of Construction Disputes as provided in CCDC 40 in effect at the time of bid closing, the parties shall appoint a Project Mediator

.1 within 20 *Working Days* after the *Contract* was awarded, or

.2 if the parties neglected to make an appointment within the 20 *Working Days*, within 10 *Working Days* after either party by *Notice in Writing* requests that the Project Mediator be appointed.

8.2.2 A party shall be conclusively deemed to have accepted a finding of the *Consultant* under GC 2.2 - ROLE OF THE CONSULTANT and to have expressly waived and released the other party from any claims in respect of the particular matter dealt with in that finding unless, within 15 *Working Days* after receipt of that finding, the party sends a *Notice in Writing* of dispute to the other party and to the *Consultant*, which contains the particulars of the matter in dispute and the relevant provisions of the *Contract Documents*. The responding party shall send a *Notice in Writing* of reply to the dispute within 10 *Working Days* after receipt of such *Notice in Writing* setting out particulars of this response and any relevant provisions of the *Contract Documents*.

8.2.3 The parties shall make all reasonable efforts to resolve their dispute by amicable negotiations and agree to provide, without prejudice, frank, candid and timely disclosure of relevant facts, information and documents to facilitate these negotiations.

8.2.4 After a period of 10 *Working Days* following receipt of a responding party's *Notice in Writing* of reply under paragraph 8.2.2, the parties shall request the Project Mediator to assist the parties to reach agreement on any unresolved dispute. The mediated negotiations shall be conducted in accordance with the Rules for Mediation of Construction Disputes as provided in CCDC 40 in effect at the time of bid closing.

8.2.5 If the dispute has not been resolved within 10 *Working Days* after the Project Mediator was requested under paragraph 8.2.4 or within such further period agreed by the parties, the Project Mediator shall terminate the mediated negotiations by giving *Notice in Writing* to the *Owner*, the *Contractor* and the *Consultant*.

8.2.6 By giving a *Notice in Writing* to the other party and the *Consultant*, not later than 10 *Working Days* after the date of termination of the mediated negotiations under paragraph 8.2.5, either party may refer the dispute to be finally resolved by arbitration under the Rules for Arbitration of Construction Disputes as provided in CCDC 40 in effect at the time of bid closing. The arbitration shall be conducted in the jurisdiction of the *Place of the Work*.

8.2.7 On expiration of the 10 *Working Days*, the arbitration agreement under paragraph 8.2.6 is not binding on the parties and, if a *Notice in Writing* is not given under paragraph 8.2.6 within the required time, the parties may refer the unresolved dispute to the courts or to any other form of dispute resolution, including arbitration, which they have agreed to use.

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8.2.8 If neither party, by *Notice in Writing*, given within 10 *Working Days* of the date of *Notice in Writing* requesting arbitration in paragraph 8.2.6, requires that a dispute be arbitrated immediately, all disputes referred to arbitration as provided in paragraph 8.2.6 shall be

.1 held in abeyance until
(1) *Substantial Performance of the Work*,
(2) the *Contract* has been terminated, or
(3) the *Contractor* has abandoned the *Work*,
whichever is earlier; and

.2 consolidated into a single arbitration under the rules governing the arbitration under paragraph 8.2.6.

GC 8.3 RETENTION OF RIGHTS

8.3.1 It is agreed that no act by either party shall be construed as a renunciation or waiver of any rights or recourses, provided the party has given the *Notice in Writing* required under Part 8 of the General Conditions - DISPUTE RESOLUTION and has carried out the instructions as provided in paragraph 8.1.3 of GC 8.1 – AUTHORITY OF THE CONSULTANT.

8.3.2 Nothing in Part 8 of the General Conditions - DISPUTE RESOLUTION shall be construed in any way to limit a party from asserting any statutory right to a lien under applicable lien legislation of the jurisdiction of the *Place of the Work* and the assertion of such right by initiating judicial proceedings is not to be construed as a waiver of any right that party may have under paragraph 8.2.6 of GC 8.2 – NEGOTIATION, MEDIATION AND ARBITRATION to proceed by way of arbitration to adjudicate the merits of the claim upon which such a lien is based.

PART 9 PROTECTION OF PERSONS AND PROPERTY

GC 9.1 PROTECTION OF WORK AND PROPERTY

9.1.1 The *Contractor* shall protect the *Work* and the *Owner*'s property and property adjacent to the *Place of the Work* from damage which may arise as the result of the *Contractor*'s operations under the *Contract*, and shall be responsible for such damage, except damage which occurs as the result of:

.1 errors in the *Contract Documents*;

.2 acts or omissions by the *Owner*, the *Consultant*, other contractors, their agents and employees.

9.1.2 Before commencing any work, the *Contractor* shall determine the location of all underground utilities and structures indicated in the *Contract Documents* or that are reasonably apparent in an inspection of the *Place of the Work*.

9.1.3 Should the *Contractor* in the performance of the *Contract* damage the *Work*, the *Owner*'s property or property adjacent to the *Place of the Work*, the *Contractor* shall be responsible for making good such damage at the *Contractor*'s expense.

9.1.4 Should damage occur to the *Work* or *Owner*'s property for which the *Contractor* is not responsible, as provided in paragraph 9.1.1, the *Contractor* shall make good such damage to the *Work* and, if the *Owner* so directs, to the *Owner*'s property. The *Contract Price* and *Contract Time* shall be adjusted as provided in GC 6.1 – OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

GC 9.2 TOXIC AND HAZARDOUS SUBSTANCES

9.2.1 For the purposes of applicable legislation related to toxic and hazardous substances, the *Owner* shall be deemed to have control and management of the *Place of the Work* with respect to existing conditions.

9.2.2 Prior to the *Contractor* commencing the *Work*, the *Owner* shall,

.1 take all reasonable steps to determine whether any toxic or hazardous substances are present at the *Place of the Work*, and

.2 provide the *Consultant* and the *Contractor* with a written list of any such substances that are known to exist and their locations.

9.2.3 The *Owner* shall take all reasonable steps to ensure that no person's exposure to any toxic or hazardous substances exceeds the time weighted levels prescribed by applicable legislation at the *Place of the Work* and that no property is damaged or destroyed as a result of exposure to, or the presence of, toxic or hazardous substances which were at the *Place of the Work* prior to the *Contractor* commencing the *Work*.

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9.2.4 Unless the *Contract* expressly provides otherwise, the *Owner* shall be responsible for taking all necessary steps, in accordance with applicable legislation in force at the *Place of the Work*, to dispose of, store or otherwise render harmless toxic or hazardous substances which were present at the *Place of the Work* prior to the *Contractor* commencing the *Work*.

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9.2.5 If the *Contractor*
.1 encounters toxic or hazardous substances at the *Place of the Work*, or
.2 has reasonable grounds to believe that toxic or hazardous substances are present at the *Place of the Work*,
which were not brought to the *Place of the Work* by the *Contractor* or anyone for whom the *Contractor* is responsible and which were not disclosed by the *Owner* or which were disclosed but have not been dealt with as required under paragraph 9.2.4, the *Contractor* shall
.3 take all reasonable steps, including stopping the *Work*, to ensure that no person's exposure to any toxic or hazardous substances exceeds any applicable time weighted levels prescribed by applicable legislation at the *Place of the Work*, and
.4 immediately report the circumstances to the *Consultant* and the *Owner* in writing.

9.2.6 If the *Owner* and *Contractor* do not agree on the existence, significance of, or whether the toxic or hazardous substances were brought onto the *Place of the Work* by the *Contractor* or anyone for whom the *Contractor* is responsible, the *Owner* shall retain and pay for an independent qualified expert to investigate and determine such matters. The expert's report shall be delivered to the *Owner* and the *Contractor*.

9.2.7 If the *Owner* and *Contractor* agree or if the expert referred to in paragraph 9.2.6 determines that the toxic or hazardous substances were not brought onto the place of the *Work* by the *Contractor* or anyone for whom the *Contractor* is responsible, the *Owner* shall promptly at the *Owner's* own expense:
.1 take all steps as required under paragraph 9.2.4;
.2 reimburse the *Contractor* for the costs of all steps taken pursuant to paragraph 9.2.5;
.3 extend the *Contract* time for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor* and the expert referred to in 9.2.6 and reimburse the *Contractor* for reasonable costs incurred as a result of the delay; and
.4 indemnify the *Contractor* as required by GC 12.1 - INDEMNIFICATION.

9.2.8 If the *Owner* and *Contractor* agree or if the expert referred to in paragraph 9.2.6 determines that the toxic or hazardous substances were brought onto the place of the *Work* by the *Contractor* or anyone for whom the *Contractor* is responsible, the *Contractor* shall promptly at the *Contractor's* own expense:
.1 take all necessary steps, in accordance with applicable legislation in force at the *Place of the Work*, to safely remove and dispose the toxic or hazardous substances;
.2 make good any damage to the *Work*, the *Owner*'s property or property adjacent to the place of the *Work* as provided in paragraph 9.1.3 of GC 9.1 – PROTECTION OF WORK AND PROPERTY;
.3 reimburse the *Owner* for reasonable costs incurred under paragraph 9.2.6; and
.4 indemnify the Owner as required by GC 12.1 - INDEMNIFICATION.

9.2.9 If either party does not accept the expert's findings under paragraph 9.2.6, the disagreement shall be settled in accordance with Part 8 of the General Conditions - Dispute Resolution. If such disagreement is not resolved promptly, the parties shall act immediately in accordance with the expert's determination and take the steps required by paragraph 9.2.7 or 9.2.8 it being understood that by so doing, neither party will jeopardize any claim that party may have to be reimbursed as provided by GC 9.2 – TOXIC AND HAZARDOUS SUBSTANCES.

GC 9.3 ARTIFACTS AND FOSSILS

9.3.1 Fossils, coins, articles of value or antiquity, structures and other remains or things of scientific or historic interest discovered at the *Place or Work* shall, as between the *Owner* and the *Contractor*, be deemed to be the absolute property of the *Owner*.

9.3.2 The *Contractor* shall take all reasonable precautions to prevent removal or damage to discoveries as identified in paragraph 9.3.1, and shall advise the *Consultant* upon discovery of such items.

9.3.3 The *Consultant* will investigate the impact on the *Work* of the discoveries identified in paragraph 9.3.1. If conditions are found that would cause an increase or decrease in the *Contractor's* cost or time to perform the *Work*, the *Consultant*, with the *Owner's* approval, will issue appropriate instructions for a change in the *Work* as provided in GC 6.2 - CHANGE ORDER or GC 6.3 CHANGE DIRECTIVE.

GC 9.4 CONSTRUCTION SAFETY

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9.4.1 Subject to paragraph 3.2.2.2 of GC 3.2 - CONSTRUCTION BY OWNER OR OTHER CONTRACTORS, the *Contractor* shall be solely responsible for construction safety at the *Place of the Work* and for compliance with the rules, regulations and practices required by the applicable construction health and safety legislation and shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the *Work*.

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GC 9.5 MOULD

9.5.1 If the *Contractor* or *Owner* observes or reasonably suspects the presence of mould at the *Place of the Work*, the remediation of which is not expressly part of the *Work*,

.1 the observing party shall promptly report the circumstances to the other party in writing, and

.2 the *Contractor* shall promptly take all reasonable steps, including stopping the *Work* if necessary, to ensure that no person suffers injury, sickness or death and that no property is damaged as a result of exposure to or the presence of the mould, and

.3 if the *Owner* and *Contractor* do not agree on the existence, significance or cause of the mould or as to what steps need be taken to deal with it, the *Owner* shall retain and pay for an independent qualified expert to investigate and determine such matters. The expert's report shall be delivered to the *Owner* and *Contractor*.

9.5.2 If the *Owner* and *Contractor* agree, or if the expert referred to in paragraph 9.5.1.3 determines that the presence of mould was caused by the *Contractor*'s operations under the *Contract*, the *Contractor* shall promptly, at the *Contractor*'s own expense:

.1 take all reasonable and necessary steps to safely remediate or dispose of the mould, and

.2 make good any damage to the *Work*, the *Owner*'s property or property adjacent to the *Place of the Work* as provided in paragraph 9.1.3 of GC 9.1 - PROTECTION OF WORK AND PROPERTY, and

.3 reimburse the *Owner* for reasonable costs incurred under paragraph 9.5.1.3, and

.4 indemnify the *Owner* as required by GC 12.1 - INDEMNIFICATION.

9.5.3 If the *Owner* and *Contractor* agree, or if the expert referred to in paragraph 9.5.1.3 determines that the presence of mould was not caused by the *Contractor*'s operations under the *Contract*, the *Owner* shall promptly, at the *Owner*'s own expense:

.1 take all reasonable and necessary steps to safely remediate or dispose of the mould, and

.2 reimburse the *Contractor* for the cost of taking the steps under paragraph 9.5.1.2 and making good any damage to the *Work* as provided in paragraph 9.1.4 of GC 9.1 - PROTECTION OF WORK AND PROPERTY, and

.3 extend the *Contract Time* for such reasonable time as the *Consultant* may recommend in consultation with the *Contractor* and the expert referred to in paragraph 9.5.1.3 and reimburse the *Contractor* for reasonable costs incurred as a result of the delay, and

.4 indemnify the *Contractor* as required by GC 12.1 - INDEMNIFICATION.

9.5.4 If either party does not accept the expert's finding under paragraph 9.5.1.3, the disagreement shall be settled in accordance with Part 8 of the General Conditions - DISPUTE RESOLUTION. If such desagreement is not resolved promptly, the parties shall act immediately in accordance with the expert's determination and take the steps required by paragraphs 9.5.2 or 9.5.3, it being understood that by so doing neither party will jeopardize any claim the party may have to be reimbursed as provided by GC 9.5 - MOULD.

PART 10 GOVERNING REGULATIONS

GC 10.1 TAXES AND DUTIES

10.1.1 The *Contract Price* shall include all taxes and customs duties in effect at the time of the bid closing except for *Value Added Taxes* payable by the *Owner* to the *Contractor* as stipulated in Article A-4 of the Agreement - CONTRACT PRICE.

10.1.2 Any increase or decrease in costs to the *Contractor* due to changes in such included taxes and duties after the time of the bid closing shall increase or decrease the *Contract Price* accordingly.

GC 10.2 LAWS, NOTICES, PERMITS, AND FEES

10.2.1 The laws of the *Place of the Work* shall govern the *Work*.

10.2.2 The *Owner* shall obtain and pay for development approvals, building permit, permanent easements, rights of servitude, and all other necessary approvals and permits, except for the permits and fees referred to in paragraph 10.2.3 or for which the *Contract Documents* specify as the responsibility of the *Contractor*.

10.2.3 The *Contractor* shall be responsible for the procurement of permits, licences, inspections, and certificates, which are necessary for the performance of the *Work* and customarily obtained by contractors in the jurisdiction of the *Place of the Work* after the issuance of the building permit. The *Contract Price* includes the cost of these permits, licences, inspections, and certificates, and their procurement.

10.2.4 The *Contractor* shall give the required notices and comply with the laws, ordinances, rules, regulations or codes which are or become in force during the performance of the *Work* and which relate to the *Work*, to the preservation of the public health, and to construction safety.

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10.2.5 The *Contractor* shall not be responsible for verifying that the *Contract Documents* are in compliance with the applicable laws, ordinances, rules, regulations, or codes relating to the *Work*. If the *Contract Documents* are at variance therewith, or if, subsequent to the time of bid closing, changes are made to the applicable laws, ordinances, rules, regulations, or codes which require modification to the *Contract Documents*, the *Contractor* shall advise the *Consultant* in writing requesting direction immediately upon such variance or change becoming known. The *Consultant* will make the changes required to the *Contract Documents* as provided in GC 6.1 - OWNER'S RIGHT TO MAKE CHANGES, GC 6.2 - CHANGE ORDER and GC 6.3 - CHANGE DIRECTIVE.

10.2.6 If the *Contractor* fails to advise the *Consultant* in writing; and fails to obtain direction as required in paragraph 10.2.5; and performs work knowing it to be contrary to any laws, ordinances, rules, regulations, or codes; the *Contractor* shall be responsible for and shall correct the violations thereof; and shall bear the costs, expenses and damages attributable to the failure to comply with the provisions of such laws, ordinances, rules, regulations, or codes.

10.2.7 If, subsequent to the time of bid closing, changes are made to applicable laws, ordinances, rules, regulations, or codes of authorities having jurisdiction which affect the cost of the *Work*, either party may submit a claim in accordance with the requirements of GC 6.6 – CLAIMS FOR A CHANGE IN CONTRACT PRICE.

GC 10.3 PATENT FEES

10.3.1 The *Contractor* shall pay the royalties and patent licence fees required for the performance of the *Contract*. The *Contractor* shall hold the *Owner* harmless from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of the *Contractor*'s performance of the *Contract* which are attributable to an infringement or an alleged infringement of a patent of invention by the *Contractor* or anyone for whose acts the *Contractor* may be liable.

10.3.2 The *Owner* shall hold the *Contractor* harmless against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of the *Contractor*'s performance of the *Contract* which are attributable to an infringement or an alleged infringement of a patent of invention in executing anything for the purpose of the *Contract*, the model, plan or design of which was supplied to the *Contractor* as part of the *Contract Documents*.

GC 10.4 WORKERS' COMPENSATION

10.4.1 Prior to commencing the *Work*, again with the *Contractor*'s application for payment of the holdback amount following *Substantial Performance of the Work* and again with the *Contractor*'s application for final payment, the *Contractor* shall provide evidence of compliance with workers' compensation legislation at the *Place of the Work*, including payments due thereunder.

10.4.2 At any time during the term of the *Contract*, when requested by the *Owner*, the *Contractor* shall provide such evidence of compliance by the *Contractor* and *Subcontractors*.

PART 11 INSURANCE AND CONTRACT SECURITY

GC 11.1 INSURANCE

11.1.1 Without restricting the generality of GC 12.1 - INDEMNIFICATION, the *Contractor* shall provide, maintain and pay for the following insurance coverages, the minimum requirements of which are specified in CCDC 41 – CCDC Insurance Requirements in effect at the time of bid closing except as hereinafter provided:

.1 General liability insurance in the name of the *Contractor* and include, or in the case of a single, blanket policy, be endorsed to name, the *Owner* and the *Consultant* as insureds but only with respect to liability, other than legal liability arising out of their sole negligence, arising out of the operations of the *Contractor* with regard to the *Work*. General liability insurance shall be maintained from the date of commencement of the *Work* until one year from the date of *Substantial Performance of the Work*. Liability coverage shall be provided for completed operations hazards from the date of *Substantial Performance of the Work*, as set out in the certificate of *Substantial Performance of the Work*, on an ongoing basis for a period of 6 years following *Substantial Performance of the Work*.

.2 Automobile Liability Insurance from the date of commencement of the *Work* until one year after the date of *Substantial Performance of the Work*.

.3 Aircraft or Watercraft Liability Insurance when owned or non-owned aircraft or watercraft are used directly or indirectly in the performance of the *Work*

.4 "Broad form" property insurance in the joint names of the *Contractor*, the *Owner* and the *Consultant*. The policy shall include as insureds all *Subcontractors*. The "Broad form" property insurance shall be provided from the date of commencement of the *Work* until the earliest of:

(1) 10 calendar days after the date of *Substantial Performance of the Work*; _____

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(2) on the commencement of use or occupancy of any part or section of the *Work* unless such use or occupancy is for construction purposes, habitational, office, banking, convenience store under 465 square metres in area, or parking purposes, or for the installation, testing and commissioning of equipment forming part of the *Work*;

(3) when left unattended for more than 30 consecutive calendar days or when construction activity has ceased for more than 30 consecutive calendar days.

.5 Boiler and machinery insurance in the joint names of the *Contractor*, the *Owner* and the *Consultant*. The policy shall include as insureds all *Subcontractors*. The coverage shall be maintained continuously from commencement of use or operation of the boiler and machinery objects insured by the policy and until 10 calendar days after the date of *Substantial Performance of the Work*.

.6 The "Broad form" property and boiler and machinery policies shall provide that, in the case of a loss or damage, payment shall be made to the *Owner* and the *Contractor* as their respective interests may appear. In the event of loss or damage:

(1) the *Contractor* shall act on behalf of the *Owner* for the purpose of adjusting the amount of such loss or damage payment with the insurers. When the extent of the loss or damage is determined, the *Contractor* shall proceed to restore the *Work*. Loss or damage shall not affect the rights and obligations of either party under the *Contract* except that the *Contractor* shall be entitled to such reasonable extension of *Contract Time* relative to the extent of the loss or damage as the *Consultant* may recommend in consultation with the *Contractor*;

(2) the *Contractor* shall be entitled to receive from the *Owner*, in addition to the amount due under the *Contract*, the amount which the *Owner*'s interest in restoration of the *Work* has been appraised, such amount to be paid as the restoration of the *Work* proceeds in accordance with the progress payment provisions. In addition the *Contractor* shall be entitled to receive from the payments made by the insurer the amount of the *Contractor*'s interest in the restoration of the *Work*; and

(3) to the *Work* arising from the work of the *Owner*, the *Owner*'s own forces or another contractor, the *Owner* shall, in accordance with the *Owner*'s obligations under the provisions relating to construction by *Owner* or other contractors, pay the *Contractor* the cost of restoring the *Work* as the restoration of the *Work* proceeds and as in accordance with the progress payment provisions.

.7 Contractors' Equipment Insurance from the date of commencement of the *Work* until one year after the date of *Substantial Performance of the Work*.

11.1.2 Prior to commencement of the *Work* and upon the placement, renewal, amendment, or extension of all or any part of the insurance, the *Contractor* shall promptly provide the *Owner* with confirmation of coverage and, if required, a certified true copy of the policies certified by an authorized representative of the insurer together with copies of any amending endorsements applicable to the *Work*.

11.1.3 The parties shall pay their share of the deductible amounts in direct proportion to their responsibility in regards to any loss for which the above policies are required to pay, except where such amounts may be excluded by the terms of the *Contract*.

11.1.4 If the *Contractor* fails to provide or maintain insurance as required by the *Contract Documents*, then the *Owner* shall have the right to provide and maintain such insurance and give evidence to the *Contractor* and the *Consultant*. The *Contractor* shall pay the cost thereof to the *Owner* on demand or the *Owner* may deduct the cost from the amount which is due or may become due to the *Contractor*.

11.1.5 All required insurance policies shall be with insurers licensed to underwrite insurance in the jurisdiction of the *Place of the Work*.

11.1.6 If a revised version of CCDC 41 – INSURANCE REQUIREMENTS is published, which specifies reduced insurance requirements, the parties shall address such reduction, prior to the *Contractor*'s insurance policy becoming due for renewal, and record any agreement in a *Change Order*.

11.1.7 If a revised version of CCDC 41 – INSURANCE REQUIREMENTS is published, which specifies increased insurance requirements, the *Owner* may request the increased coverage from the Contractor by way of a *Change Order*.

11.1.8 A *Change Directive* shall not be used to direct a change in the insurance requirements in response to the revision of CCDC 41 – INSURANCE REQUIREMENTS.

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GC 11.2 CONTRACT SECURITY

11.2.1 The *Contractor* shall, prior to commencement of the *Work* or within the specified time, provide to the *Owner* any *Contract* security specified in the *Contract Documents*.

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11.2.2 If the *Contract Documents* require surety bonds to be provided, such bonds shall be issued by a duly licensed surety company authorized to transact the business of suretyship in the province or territory of the *Place of the Work* and shall be maintained in good standing until the fulfillment of the *Contract*. The form of such bonds shall be in accordance with the latest edition of the CCDC approved bond forms.

PART 12 INDEMNIFICATION, WAIVER OF CLAIMS AND WARRANTY

GC 12.1 INDEMNIFICATION

12.1.1 Without restricting the parties' obligation to indemnify as described in paragraphs 12.1.4 and 12.1.5, the *Owner* and the *Contractor* shall each indemnify and hold harmless the other from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by them or in respect to claims by third parties that arise out of, or are attributable in any respect to their involvement as parties to this *Contract*, provided such claims are:

.1 caused by:

(1) the negligent acts or omissions of the party from whom indemnification is sought or anyone for whose acts or omissions that party is liable, or

(2) a failure of the party to the *Contract* from whom indemnification is sought to fulfill its terms or conditions; and

.2 made by *Notice in Writing* within a period of 6 years from the date of *Substantial Performance of the Work* as set out in the certificate of *Substantial Performance of the Work* issued pursuant to paragraph 5.4.2.2 of GC 5.4 – SUBSTANTIAL PERFORMANCE OF THE WORK or within such shorter period as may be prescribed by any limitation statute of the province or territory of the *Place of the Work*.

The parties expressly waive the right to indemnity for claims other than those provided for in this *Contract*.

12.1.2 The obligation of either party to indemnify as set forth in paragraph 12.1.1 shall be limited as follows:

.1 In respect to losses suffered by the *Owner* and the *Contractor* for which insurance is to be provided by either party pursuant to GC 11.1 – INSURANCE, the general liability insurance limit for one occurrence as referred to in CCDC 41 in effect at the time of bid closing.

.2 In respect to losses suffered by the *Owner* and the *Contractor* for which insurance is not required to be provided by either party in accordance with GC 11.1 – INSURANCE, the greater of the *Contract Price* as recorded in Article A-4 – CONTRACT PRICE or $2,000,000, but in no event shall the sum be greater than $20,000,000.

.3 In respect to claims by third parties for direct loss resulting from bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, the obligation to indemnify is without limit. In respect to all other claims for indemnity as a result of claims advanced by third parties, the limits of indemnity set forth in paragraphs 12.1.2.1 and 12.1.2.2 shall apply.

12.1.3 The obligation of either party to indemnify the other as set forth in paragraphs 12.1.1 and 12.1.2 shall be inclusive of interest and all legal costs.

12.1.4 The *Owner* and the *Contractor* shall indemnify and hold harmless the other from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of their obligations described in GC 9.2 – TOXIC AND HAZARDOUS SUBSTANCES.

12.1.5 The *Owner* shall indemnify and hold harmless the *Contractor* from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings:

.1 as described in paragraph 10.3.2 of GC 10.3 – PATENT FEES, and

.2 arising out of the *Contractor*'s performance of the *Contract* which are attributable to a lack of or defect in title or an alleged lack of or defect in title to the *Place of the Work*.

12.1.6 In respect to any claim for indemnity or to be held harmless by the *Owner* or the *Contractor*:

.1 *Notice in Writing* of such claim shall be given within a reasonable time after the facts upon which such claim is based became known;

.2 should any party be required as a result of its obligation to indemnify another to pay or satisfy a final order, judgment or award made against the party entitled by this contract to be indemnified, then the indemnifying party upon assuming all liability for any costs that might result shall have the right to appeal in the name of the party against whom such final order or judgment has been made until such rights of appeal have been exhausted.

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GC 12.2 WAIVER OF CLAIMS

12.2.1 Subject to any lien legislation applicable to the *Place of the Work*, as of the fifth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the *Contractor* waives and releases the *Owner* from all claims which the *Contractor* has or reasonably ought to have knowledge of that could be advanced by the *Contractor* against the *Owner* arising from the *Contractor*'s involvement in the *Work*, including, without limitation, those arising from negligence or breach of contract in respect to which the cause of action is based upon acts or omissions which occurred prior to or on the date of *Substantial Performance of the Work*, except as follows:

.1 claims arising prior to or on the date of *Substantial Performance of the Work* for which *Notice in Writing* of claim has been received by the *Owner* from the *Contractor* no later than the sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*;

.2 indemnification for claims advanced against the *Contractor* by third parties for which a right of indemnification may be asserted by the *Contractor* against the *Owner* pursuant to the provisions of this *Contract*;

.3 claims for which a right of indemnity could be asserted by the *Contractor* pursuant to the provisions of paragraphs 12.1.4 or 12.1.5 of GC 12.1 – INDEMNIFICATION; and

.4 claims resulting from acts or omissions which occur after the date of *Substantial Performance of the Work*.

12.2.2 The *Contractor* waives and releases the *Owner* from all claims referenced in paragraph 12.2.1.4 except for those referred in paragraphs 12.2.1.2 and 12.2.1.3 and claims for which *Notice in Writing* of claim has been received by the *Owner* from the *Contractor* within 395 calendar days following the date of *Substantial Performance of the Work*.

12.2.3 Subject to any lien legislation applicable to the *Place of the Work*, as of the fifth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the *Owner* waives and releases the *Contractor* from all claims which the *Owner* has or reasonably ought to have knowledge of that could be advanced by the *Owner* against the *Contractor* arising from the *Owner*'s involvement in the *Work*, including, without limitation, those arising from negligence or breach of contract in respect to which the cause of action is based upon acts or omissions which occurred prior to or on the date of *Substantial Performance of the Work*, except as follows:

.1 claims arising prior to or on the date of *Substantial Performance of the Work* for which *Notice in Writing* of claim has been received by the *Contractor* from the *Owner* no later than the sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*;

.2 indemnification for claims advanced against the *Owner* by third parties for which a right of indemnification may be asserted by the *Owner* against the *Contractor* pursuant to the provisions of this *Contract*;

.3 claims for which a right of indemnity could be asserted by the *Owner* against the *Contractor* pursuant to the provisions of paragraph 12.1.4 of GC 12.1 - INDEMNIFICATION;

.4 damages arising from the *Contractor*'s actions which result in substantial defects or deficiencies in the *Work*. "Substantial defects or deficiencies" mean those defects or deficiencies in the *Work* which affect the *Work* to such an extent or in such a manner that a significant part or the whole of the *Work* is unfit for the purpose intended by the *Contract Documents*;

.5 claims arising pursuant to GC 12.3 - WARRANTY; and

.6 claims arising from acts or omissions which occur after the date of *Substantial Performance of the Work*.

12.2.4 The *Owner* waives and releases the *Contractor* from all claims referred to in paragraph 12.2.3.4 except claims for which *Notice in Writing* of claim has been received by the *Contractor* from the *Owner* within a period of six years from the date of *Substantial Performance of the Work* should any limitation statute of the Province or Territory of the *Place of the Work* permit such agreement. If the applicable limitation statute does not permit such agreement, within such shorter period as may be prescribed by:

.1 any limitation statute of the Province or Territory of the *Place of the Work*; or

.2 if the *Place of the Work* is the Province of Quebec, then Article 2118 of the Civil Code of Quebec.

12.2.5 The *Owner* waives and releases the *Contractor* from all claims referenced in paragraph 12.2.3.6 except for those referred in paragraph 12.2.3.2, 12.2.3.3 and those arising under GC 12.3 – WARRANTY and claims for which *Notice in Writing* has been received by the *Contractor* from the *Owner* within 395 calendar days following the date of *Substantial Performance of the Work*.

12.2.6 "*Notice in Writing* of claim" as provided for in GC 12.2 – WAIVER OF CLAIMS to preserve a claim or right of action which would otherwise, by the provisions of GC 12.2 – WAIVER OF CLAIMS, be deemed to be void, must include the following:

.1 a clear and unequivocal statement of the intention to claim;

.2 a statement as to the nature of the claim and the grounds upon which the claim is based; and

.3 a statement of the estimated quantum of the claim.

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12.2.7 The party giving "*Notice in Writing* of claim" as provided for in GC 12.2 – WAIVER OF CLAIMS shall submit within a reasonable time a detailed account of the amount claimed.

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12.2.8 Where the event or series of events giving rise to a claim made under paragraphs 12.2.1 or 12.2.3 has a continuing effect, the detailed account submitted under paragraph 12.2.7 shall be considered to be an interim account and the party making the claim shall submit further interim accounts, at reasonable intervals, giving the accumulated amount of the claim and any further grounds upon which it is based. The party making the claim shall submit a final account after the end of the effects resulting from the event or series of events.

12.2.9 If a *Notice in Writing* of claim pursuant to paragraph 12.2.1.1 is received on the seventh or sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the period within which *Notice in Writing* of claim shall be received pursuant to paragraph 12.2.3.1 shall be extended to two calendar days before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*.

12.2.10 If a *Notice in Writing* of claim pursuant to paragraph 12.2.3.1 is received on the seventh or sixth calendar day before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*, the period within which *Notice in Writing* of claim shall be received pursuant to paragraph12.2.1.1 shall be extended to two calendar days before the expiry of the lien period provided by the lien legislation applicable at the *Place of the Work*.

GC 12.3 WARRANTY

12.3.1 Except for extended warranties as described in paragraph 12.3.6, the warranty period under the *Contract* is one year from the date of *Substantial Performance of the Work*.

12.3.2 The *Contractor* shall be responsible for the proper performance of the *Work* to the extent that the design and *Contract Documents* permit such performance.

12.3.3 The *Owner*, through the *Consultant*, shall promptly give the *Contractor Notice in Writing* of observed defects and deficiencies which occur during the one year warranty period.

12.3.4 Subject to paragraph 12.3.2, the *Contractor* shall correct promptly, at the *Contractor*'s expense, defects or deficiencies in the *Work* which appear prior to and during the one year warranty period.

12.3.5 The *Contractor* shall correct or pay for damage resulting from corrections made under the requirements of paragraph 12.3.4.

12.3.6 Any extended warranties required beyond the one year warranty period as described in paragraph 12.3.1, shall be as specified in the *Contract Documents*. Extended warranties shall be issued by the warrantor to the benefit of the *Owner*. The *Contractor*'s responsibility with respect to extended warranties shall be limited to obtaining any such extended warranties from the warrantor. The obligations under such extended warranties are solely the responsibilities of the warrantor.

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CCDC
CANADIAN CONSTRUCTION DOCUMENTS COMMITTEE

75 Albert Street
Suite 400
Ottawa, Ont. K1P 5E7

Tel: (613) 236-9455
Fax: (613) 236-9526
info@ccdc.org

CCDC 41
CCDC INSURANCE REQUIREMENTS

PUBLICATION DATE: JANUARY 21, 2008

1. General liability insurance shall be with limits of not less than $5,000,000 per occurrence, an aggregate limit of not less than $5,000,000 within any policy year with respect to completed operations, and a deductible not exceeding $5,000. The insurance coverage shall not be less than the insurance provided by IBC Form 2100 (including an extension for a standard provincial and territorial form of non-owned automobile liability policy) and IBC Form 2320. To achieve the desired limit, umbrella or excess liability insurance may be used. Subject to satisfactory proof of financial capability by the *Contractor*, the *Owner* may agree to increase the deductible amounts.

2. Automobile liability insurance in respect of vehicles that are required by law to be insured under a contract by a Motor Vehicle Liability Policy, shall have limits of not less than $5,000,000 inclusive per occurrence for bodily injury, death and damage to property, covering all vehicles owned or leased by the *Contractor*. Where the policy has been issued pursuant to a government-operated automobile insurance system, the *Contractor* shall provide the *Owner* with confirmation of automobile insurance coverage for all automobiles registered in the name of the *Contractor*.

3. Aircraft and watercraft liability insurance with respect to owned or non-owned aircraft and watercraft (if used directly or indirectly in the performance of the *Work*), including use of additional premises, shall have limits of not less than $5,000,000 inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof and limits of not less than $5,000,000 for aircraft passenger hazard. Such insurance shall be in a form acceptable to the *Owner*.

4. "Broad form" property insurance shall have limits of not less than the sum of 1.1 times *Contract Price* and the full value, as stated in the *Contract*, of *Products* and design services that are specified to be provided by the *Owner* for incorporation into the *Work*, with a deductible not exceeding $5,000. The insurance coverage shall not be less than the insurance provided by IBC Forms 4042 and 4047 (excluding flood and earthquake) or their equivalent replacement. Subject to satisfactory proof of financial capability by the *Contractor*, the *Owner* may agree to increase the deductible amounts.

5. Boiler and machinery insurance shall have limits of not less than the replacement value of the permanent or temporary boilers and pressure vessels, and other insurable objects forming part of the *Work*. The insurance coverage shall not be less than the insurance provided by a comprehensive boiler and machinery policy.

6. "Broad form" contractors' equipment insurance coverage covering *Construction Equipment* used by the *Contractor* for the performance of the *Work*, shall be in a form acceptable to the *Owner* and shall not allow subrogation claims by the insurer against the *Owner*. Subject to satisfactory proof of financial capability by the *Contractor* for self-insurance, the *Owner* may agree to waive the equipment insurance requirement.

7. Standard Exclusions

   7.1 In addition to the broad form property exclusions identified in IBC forms 4042(1995), and 4047(2000), the *Contractor* is not required to provide the following insurance coverage:
   - Asbestos
   - Cyber Risk
   - Mould
   - Terrorism

Association of Canadian Engineering Companies

Canadian Construction Association

Construction Specifications Canada

The Royal Architectural Institute of Canada

AGREEMENT BETWEEN OWNER AND CONTRACTOR

ARTICLE A-5 PAYMENT

Delete 5.3.1 (1)

PART 1 GENERAL CONDITIONS OF THE STIPULATED PRICE CONTRACT

The Agreement Between Owner and Contractor, Definitions 1 through 26 and General Conditions 1.1 through 12.3 of the Stipulated Price Contract CCDC 2 (2008), together with the following amendments and supplements shall apply entirely to the contract.

GC 1.1 CONTRACT DOCUMENTS

1.1.8 Delete and Add: "The Owner will provide the Contractor with four sets of Contract Documents (two for the Contract and two for the Building Permit) and an electronic file for the Contractor to make additional copies of the Construction Documents to perform the Work."

PART 2 ADMINISTRATION OF THE CONTRACT

GC 2.3 REVIEW AND INSPECTION OF THE WORK

2.3.2 Add, in the first sentence "review," before the word "tests".

2.3.4 In the first sentence replace "special" with "review," and add "review," before the third instance of "Inspections".

Add:

2.3.8 Should the *Consultant* be required to make more than one review of rejected work or should the *Consultant* perform additional reviews due to failure of the Work to comply with the application for status of completion made by the *Contractor*, the *Contractor* is required to compensate the *Owner* for such additional *Consultant* services including expenses incurred. Adjustment for such compensation should be made as outlined under PART 6 CHANGES IN THE WORK.

PART 3 EXECUTION OF THE WORK

GC 3,2 CONSTRUCTION BY THE OWNER OR OTHER CONTRACTORS

Delete:

3.2.2.2 Delete this clause in its entirety.

Add to:

3.2.3. ".4 as it applies to the applicable health and construction safety legislation at the *Place of the Work* and the *Contractor* shall assume overall responsibility and be designated as the "Prime Contractor."

GC 3.6 SUPERVISION

3.6.1 Add after the last sentence:
"The appointed *Contractor* representative shall not be changed except for valid reason. The appointed *Contractor* representative shall not be changed without consultation with and written acceptance of the *Owner*. This acceptance shall not be unreasonably withheld."

GC 3.7 SUBCONTRACTRS AND SUPPLIERS

3.7.4 Add at the end of the sentence ", as outlined in GC 6,3 — CHANGE DIRECTIVE."

PART 4 ALLOWANCES

GC 4.1 CASH ALLOWANCES

4.1.2 Add, after the first sentence "Unless noted otherwise, none of the work included in the drawings and specifications is intended to be paid for by the cash allowances. The cash allowances are for the Owner's use, at the Owner's sole discretion."

PART 5 PAYMENT

GC 5.2 APPLICATIONS FOR PROGRESS PAYMENT

5.2.4 Add, after the first sentence:
"A second schedule, stating the anticipated monthly progress payments, is to be submitted upon request."

Add:
5.2.8 An application for payment shall be deemed received only if submitted complete with required supporting documentation as determined by the Consultant.

Add:
5.2.9 The Contractor shall with each and every application for payment subsequent to the first, submit a current CCDC 9A Statutory Declaration of Progress Payment Distribution by the Contractor, which shall be complete and sworn before a Notary Public or a Commissioner for Oaths for the Province of British Columbia.

GC 5.3 PROGRESS PAYMENT

5.3.1.2 Add,
"If, after a certificate of payment has been issued to the Owner (and prior to payment by the Owner), the Consultant determines on the basis of new information that the amount certified for payment is inappropriately high or low relative to the value of the work performed, then the Consultant shall issue a revised certificate of payment,"

5.3.1.3 Delete in its entirety and replace with,
"The Owner shall make payment to the Contractor, on account, in the amount certified by the Consultant as provided in Article A-5 of the Agreement — PAYMENT, on or before the later of:

- twenty calendar days after receipt by the *Consultant* of the application for payment, or
- Twenty-eight calendar days after the last day of the payment period for which the Contractor's application for payment is made."

GC 5.4 SUBSTANTIAL PERFORMANCE OF THE WORK

Add:
5.4.4 Subject to the requirements of the Builders Lien Act relative to the date of issuance by the Consultant of the certificate of completion pursuant to paragraph 5.4.2:

.1 the Consultant shall issue to the Owner and copy to the Contractor a certificate of payment for an amount equal to the Contract Price Less:
  .1 twice the value of any deficiencies shown on the comprehensive list of items to be completed or corrected as in GC 5.4.1, as determined by the Consultant
  .2 the value of incomplete work as determined by the *Consultant* and
  .3 the amounts of all previous certificates of payment.

.2 The Owner shall make payment to the Contractor in accordance with the provisions of GC 5.3.1.3.

Add:
5.4.5 The Owner reserves the right to take possession of and use completed or partially complete portions the Work, in addition to occupancy conditions included in the Contract, providing:

.1 the portion of the Work is ready to be used for the purpose intended, to the, satisfaction of the Consultant and authorities having jurisdiction; and
.2 the *Owner's* possession and use do not interfere with the Contractor's Work, and
.3 the *Consultant* conducts a review prior to possession by the Owner, and
.4 any extra costs are borne by the Owner, subject to the provisions of GC 6.5 Delays.

Add:
5.4.6 An application for *Substantial Performance* of the Work shall be deemed complete only if submitted with required supporting documentation, including those requirements in GC 5.2.8, as determined by the Consultant.

GC 5.5 PAYMENT OF HOLDBACK UPON SUBSTANTIAL PERFORMANCE OF THE WORK

Add:
5.5.1.3 *When* applying for the release of holdback, the *Contractor* shall submit a current CCDC 9B Statutory Declaration of Progress Payment Distribution by Subcontractor from each of the Subcontractors and a Worker's Compensation Board Letter of Good Standing.

GC 5.6 PROGRESIVE RELEASE OF HOLDBACK

Add:
5.6.4 An application for progressive release of holdback will not be considered complete until all related Documentation required for the Consultant's review is received, including those requirements in GC 5.2.8.

GC 5.7 FINAL PAYMENT

Delete:
5.7.4 "no later than 5 calendar days after the issuance of a final certificate for payment,"

Add:
5.7.5 Partial payment may not be made for the completion or correction of any deficiencies shown on the Comprehensive list of items to be completed or corrected prior to the date of the issuance of the final certificate of payment.

GC 5.8 WITHOLDING OF PAYMENT

Add:
5.8.2 Upon the provision of Notice in Writing to the Contractor, and notwithstanding any other provisions of the Contract Documents, the Owner may withhold all or any portion of any payment to the extent necessary to protect the Owner from any actual or anticipated cost, damage, expense or loss arising from:

1. the unsatisfactory progress of the Contractor or in performing the Work, as determined by the consultant acting reasonably and in good faith;

2. the failure of the Contractor to pay any amounts properly due and payable by the Contractor to third parties arising from the performance of the Work in the aggregate amount of such amounts; and

3. unsatisfied claims for costs, damages, expenses or losses caused by the Contractor to the Work or to the property of the Owner, the Consultant, other contractors, or to anyone employed at the Place of the Work, or in connection with the Work, including for greater certainty, wages, expenses or other amounts payable to any person employed for the performance of the Work, including Subcontractors and Suppliers.

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Add
5.8.3 The Owner may withhold any or all monies pursuant to GC 5.8.2 until such matters have been completed, remedied, discharged, cleared, satisfied or released. When the Owner is satisfied that it is no longer necessary to withhold payment from the Contractor for any or all of the matters listed in GC 5.8.2, the Owner shall release all or part of any amounts with held except statutory holdback amounts.

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PART 6 CHANGES IN THE WORK

GC 6.2 CHANGE ORDER

Add:
6.2.3 The following shall determine Contractor markup on Change Orders by percentage:

1. To the cost of the Work performed by the Contractor or a Subcontractor directly (that is, the firm actually doing the work), a 15% markup for overhead and profit combined may be added to the cost of the work. Overhead includes management, bonding, insurance, permits and the incorporation of changes on the Project Record Documents.

2. To the cost of the Work performed by Subcontractors for the Contractor including the Subcontractor's markup, the Contractor may add a maximum of 5% markup for overhead and profit combined.

3. On Work deleted from the Contract, not covered by unit prices, the credit to the Owner shall be the cost of the Work as set out in GC 6.3 — CHANGE DIRECTIVE, article 6.3.7.

4. For a detailed list of what the Contractor may include in the cost of the work before adding markups, refer to GC 6.3 — CHANGE DIRECTIVE, article 3.6.7 except as noted in 6.2.3.1.

GC 6.5 DELAYS

6.5.3.3 Add the work "local" after the word "adverse".

Add:
6.5.6 The party marking the claim shall submit to the Consultant, within ten Working Days, a detailed account of the Contract Time extension claimed and the grounds upon which the claim is based complete with required supporting documentation as determined by the Consultant.

Add:
6.5.7 Should the Consultant, in consultation with the Contractor, determine the Contractor is delayed in performance of the Work, or any part thereof, by the Contractor's inaction, or by delay or inaction of anyone employed or engaged by the Contractor directly or indirectly, and the Contract Time is compromised:

1. Then the Contractor shall accelerate the Work as required to meet the Contract Time.

2. The Consultant will promptly give Notice in Writing of such determination to the Owner and the Contractor.

3. The Contractor shall then promptly give the Owner and the Consultant Notice in Writing of specific changes to the construction scheduling and construction processes the Contractor will implement to accelerate the Work.

4. The Contractor shall not be entitled to payment for costs to accelerate the Work to meet the Contract Time.

GC 6.6 CLAIMS FOR A CHANGE IN CONTRACT PRICE

6.6.1 Add "in no case more than ten Working Days from the event or series of events giving rise to the claim."

PART 7 DEFAULT NOTICE

GC OWNER'S RIGHT TO PERFORM THE WORK, STOPE THE WORK, OR TERMINATE THE CONTRACT

7.1.5 In the first sentence, after "paragraph 7.1.1" replace "and" with "or".

PART 10 GOVERNING REGULATIONS

GC 10.2 LAWS NOTICES, PERMITS, AND FEES

Add:
10.2.8 The Contractor shall provide to the Consultant copies of all inspection reports from the various authorities having jurisdiction within two Working Days of their receipt.

GC 10.4 WORKERS' COMPENSATION

Add:
10.4.3 The Contractor is formally designated as the "Prime Contractor."

PART 11 INSURANCE AND CONTRACT SECURITY

GC 11.1 — INSURANCE Replace entirely with the following:

11.1.1 The Contractor shall, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurances with insurers licensed in British Columbia and in forms and amounts acceptable to the Owner

(a) **Commercial General Liability Insurance** in an amount not less than:
- Five Million Dollars ($5,000,000.00) inclusive per occurrence against bodily injury and property damage for this project.

The Owner is to be added as an additional insured under this policy. Any deductible applicable to property damage shall not exceed Five Thousand Dollars ($5,000.00) or such other reasonable deductible. Such insurance shall include, but not be limited to:

1. Products of Completed Operations Liability;
2. Owner's and Contractor's Protective Liability;
3. Blanket Written Contractual Liability;
4. Contingent Employer's Liability;
5. Personal Injury Liability;
6. Non-Owned Automobile Liability;
7. Cross Liability;
8. Employees as Additional Insured's;
9. Broad Form Property Damage;
10. Broad Form Completed Operations;
11. Elevator and Hoist Liability;
12. Operation of Attached Machinery;

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13. Shoring, Blasting, Excavating, Underpinning, Demolition, Pile driving and Caisson Work Below Ground Surface, Tunneling and Grading, as applicable; and
14. Limited Pollution Liability in an amount not less than Two Million Dollars ($2,000,000.00).

(b) **Automobile Liability** on all owned or leased vehicles in an amount not less than Two Million Dollars ($2,000,000.00).

(c) **Aircraft and/or Watercraft Liability**, where applicable, for all owned or non-owned craft operating or used in the performance of the Work by the Contractor, in an amount not less than Two Million Dollars ($2,000,000.00) per occurrence and including aircraft passenger hazard liability, where applicable.

(d) **Property Insurance**

1. The Owner Shall provide, maintain and pay for Course of Construction Insurance, against "All Risks" of physical loss or damage, and will cover all materials, property, structures and equipment purchased for, entering into, or forming part of the Work located on the site while in storage and during construction, erection, installation and testing, but such insurance shall not include coverage for Contractor's equipment of any description.

2. The Owner shall not be responsible for injury to the Contractor's employees or for loss or damage to the Contractor's or to the Contractor's employees' machinery, equipment, tolls or supplies which may be temporarily used or stored in, on, or about the premises during construction and which may from time to time, or at the termination of the contract, be removed from the premises. The Contractor herby waives all rights of recourse against the Owner or any Other Contractor with regard to damage to the Contractor's property.

11.1.2 All the foregoing insurance shall be primary and not require the sharing of any loss by any insurer of the Owner.

11.1.3 The Contractor shall provide the Owner with evidence of all required insurance prior to the commencement of the Work or services. Such evidence shall be in the form of the Owner's Certificate of Insurance (copy attached — Appendix 1). When requested by the Owner, the Contractor shall provide certified copies of required insurance policies.

11.1.4 All required insurance shall be endorsed to provide the Owner with thirty (30) days advance written notice of cancellation or material change.

11.1.5 The Contractor hereby waives all rights of recourse against the Owner with regard to damage to the Contractor's property.

11.1.6 The Contractor shall require and ensure that each Subcontractor maintains liability insurance comparable to that required above.

11.1.7 Unless specified otherwise, the duration of each insurance policy shall be from the date of commencement of the Work until the date of the final certificate for payment.

GC 11.2 — CONTRACT SECURITY

Add:
11.2.3 The Contractor shall give the Owner Notice in Writing of any material change in the surety within 15 days of occurrence.

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PART 12 INDEMNIFICATION, WAIVER OF CLAIMS AND WARRANTY

GC 12.1 — INDEMNIFICATION

Delete GC 12.1.1 and 12.1.2 and replace with the following:

12.1.1 Without restricting the parties' obligation to indemnify as described in paragraphs 12.1.4 and 12.1.5, and excepting always losses arising out of the independent acts of the party for whom indemnification is sought, the *Owner* and the *Contractor* shall each indemnify and hold harmless the other from and against all claims, demands, losses, costs, damages, actions, suits or proceedings :whether in respect to losses suffered by them or in respect to claims by third parties that arise out of, or are attributable in any respect to their involvement as parties to this contract, provided such claims are:

1. caused by:
   1 the acts of omissions of the party from whom indemnification is sought or anyone for whose acts or omissions that party is liable, or
   2 a failure of the party to the Contract from whom indemnification is sought to fulfill its terms or conditions; and
2. made by Notice in *Writing* within such periods as prescribed by the Limitation Act of the Province of British Columbia.

12.1.2 The obligation of either party to indemnify as set forth in paragraph 12.1.1 shall be limited as follows:

1. In respect to losses suffered by the Owner and the Contractor for which insurance is to be provided by the owner pursuant to GC 11.1 — INSURANCE, the limit of GENERAL LIABILITY COVERAGE — GC 11.1.1(a) or the limit of the PROPERTY COVERAGE — GC 11.1.1(b) whichever is pertinent to the loss.
2. In respect to losses suffered by the Owner and the Contractor for which insurance is not required to be provided by either party in accordance with GC 11.1 — INSURANCE, the greater of the Contract Price as recorded in Article A-4 — CONTRACT PRICE or $2,000,000.00, but in no event shall the sum be greater than $20,000,000.00.
3. In respect to claims by third parties for direct loss resulting from bodily injury, sickness, disease or death or to injury to or destruction of tangible property, the obligation to indemnify is without limit. In respect to all other claims for indemnity as a result of claims advanced by third parties, the limits of indemnity set forth in paragraphs 12.1.2.1 and 12.1.2.2 shall apply.

GC 12.3 WARRANTY

12.3.4 Add, "In effecting a correction of defects or deficiencies, the *Contractor* shall also bear all costs involved in removing, replacing, repairing or restoring aspects of the *Work* that may be affected in the process of making the correction."

Add:

12.3.7 Where a material, product or installation covered by warranty fails, the stipulated warranty and warranty period shall be renewed for the specific work being replaced or repaired, with the exception of warranties referred to in GC 12.3.6.

END OF SUPPLEMENTARY GENERAL CONDITION

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PART 1 - MECHANICAL GENERAL REQUIREMENTS

1.1 GENERAL

.1 Supply all labour, equipment, and materials necessary to install a complete and operational mechanical system described herein and shown on the drawings. The requirements of this section are in addition to those contained in the General Conditions and other portions of the Tender and Contract Documents.

.2 Guarantee all work for one year, following final acceptance. This guarantee shall include all problems caused by improper installation or equipment failure.

1.2 DRAWINGS AND SPECIFICATIONS

.1 It is the intent of these drawings and specifications to provide for a mechanical installation complete and in operating condition. The responsibility for supplying and installing all material necessary to accomplish this, except where specifically noted that such work or materials is not included, shall be part of this section.

1.3 SUBSTITUTIONS

.1 Where materials, equipment and apparatus or other products are specified by the manufacturers name, other manufacturers may be substituted upon obtaining written approval of the engineer at least three days prior to opening of bids.

1.4 GENERAL REQUIREMENTS

.1 The drawings and specifications are not a detailed set of installation instructions. For details affecting the mechanical work refer to the architectural, structural and electrical drawings. Drawings and specifications are complimentary to one another and that which is shown on one is as binding as that which is shown in both.

.2 The engineer shall be immediately informed of any discrepancies between drawings and specifications leaving in doubt the true intent of the work.

.3 All material used shall be new and installed in accordance with manufacturer's instructions.

.4 Obtain all permits and pay all fees required for installation.

.5 The mechanical contractor shall be responsible for his own cleanup and garbage removal, including sweeping floors of all debris caused by each portion of his work.

.6 Visit the site prior to submitting tender. Assess and be familiar with existing conditions and allow for same in the tendered price.

.7 Demonstrate satisfactory operation of all new systems to the Owner, and provide instructions for usage and maintenance.

.8 The mechanical contractor shall flash, counterflash and provide sleeves for all ductwork through the roof.

.9 Prior to ordering of products or delivery of any products to job site and sufficiently in advance of construction requirements to allow ample time for checking, submit shop drawings electronically. Shop drawings shall be submitted for the following: all equipment identified in the equipment schedules and controls.

.10 Maintain accurate as-built drawings on an on-going basis during construction. At the conclusion of the job, obtain the services of Delta-T Consultants to transfer all of the above changes including Site Instructions, Addenda, Change Orders and revisions, to the CAD files. Include in the Tender amount one hundred and fifty

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dollars ($150.00) per drawing for this service (payable by the Contractor to Delta-T Consultants prior to project completion).

.11 Provide the Owner with three (3) indexed, hard cover "Mechanical Operation & Maintenance" manuals from an independent balancing agency to local air balance industry standards. Each manual shall contain a description of systems, shop drawings, balance report, maintenance requirements, warranty and test certificates and one (1) copy of "as-built" drawings. Submit to the Engineer for review.

1.5 FIELD REVIEWS AND SUBSTANTIAL PERFORMANCE REQUIREMENTS

.1 The contractor shall call the Engineer for inspections at the following stages of construction:
  .1 Pre-Substantial Completion (all items in place and functional).
  .2 Substantial Completion, including correction of ALL deficiencies.
.2 Provide three (3) working days notice for all inspections.
.3 Failure to inform the Engineer of construction progress as described above may result in the Engineer being unable to issue an Assurance of Professional Field Review and Compliance (Schedule 'C') to the Building Authority, which is required per B.C. Building Code prior to occupancy.
.4 Should the work not be Substantially Performed the Engineer's costs of reinspection will be paid by the Owner and subtracted from the contract amount.

1.6 INSTALLATIONS IN EXISTING BUILDINGS

.1 The work shall include the relocation or connection onto existing equipment and piping as indicated. Make good equipment, insulation and piping damaged or disturbed during the work.
.2 Protect all existing services encountered. Arrange work to avoid shutdowns of existing services. Where interruptions are unavoidable, obtain the Engineer's approval of timing of shutdowns.
.3 Ensure that existing equipment is carefully dismantled. Do not reuse existing materials and equipment unless specifically indicated. Remove off site all existing removed materials and equipment not reused.
.4 Where new building control systems connect into existing systems, allow for proper calibration of work affected.
.5 No extra compensation shall be allowed for rerouting, resizing or work required to miss existing work and structures. Check work before fabrication and make necessary cost allowances for additional elbows and joints.

1.7 SEISMIC RESTRAINTS

.1 Provide seismic restraints on all new mechanical equipment and piping in accordance with Part 4 of BC BC 2012 and the "Guidelines for Seismic Restraints of Mechanical Systems and Plumbing Piping Systems" as prepared by SMACNA and the Plumbing Piping Institute Council.
Under this contract, Division 15 shall include in their bid for the service of a seismic restraint design consultant to provide detailed calculations and installation drawings of the seismic restraint designs and connection methods to the structure for all Division 15 work. The seismic restraint design consultant shall also be responsible for signing and sealing all related seismic restraint Letter of Assurance (Schedule B-1 & B-2) prior to and Letter of Compliance

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(Schedule 'C-B') after completion of project, and to provide field review and reporting of seismic restraint installations.

.3 At completion of work, submit a letter to the consultant confirming that all new mechanical installations have been provided with seismic restraints as per Building Code Requirements.

PART 2 - LIQUID HEAT TRANSFER

.1 Piping shall be:
- .1 Schedule 40 black steel screwed.
- .2 Type M hard copper, soldered or brazed.

.2 System shall be rated for 125 psi and tested for 24 hours at 200 psi with no appreciable drop in pressure.

.3 Slope piping upwards in the direction of flow at .2% or 1/4" per 10 ft. Install manual or automatic air vents at high points and hose end drain connections at low points.

.4 Provide dielectric fittings wherever pipes of dissimilar metals are joined. Brass valves and cast brass adapters are acceptable.

.5 Pipe hangers shall be clevis type. Allow for expansion and contraction when hanging pipe. Install swing joints on pipe take offs.

.6 Pipe cleaning:
- .1 Obtain the chemicals, testing knowledge and assistance of a chemical company that specializes in this type of work.
- .2 Upon completion of piping system thoroughly flush with water drain system and provide water treatment. Control valves to be in open position during cleaning.
- .3 Remove and clean strainer.
- .4 Provide sufficient chemicals to the existing system to adequately treat the new and existing system.

CONTRACT DOCUMENT

.7 CONDENSING BOILERS

.1 Constructed in accordance with ASME Boiler Code, comply with Provincial Regulations, to have CSA Approval and ULC label.

.2 Features:
- .1 96% minimum efficiency at 104°F out / 86°F return (40/30°C) water temperatures and 100% firing rate
- .2 87% minimum efficiency at 176°F out / 140°F return (80/60°C) water temperatures and 100% firing rate.
- .3 Certified NOx emissions less than 20 ppm.
- .4 Forced draft burner for air/fuel premix with variable speed fan suitable for direct vent combustion.
- .5 Full modulating burner control with 5:1 turn-down ratio.
- .6 Electronic control of fuel input valve and combustion air delivery (no mechanical linkages).
- .7 Electronic spark ignition and separate flame supervision.
- .8 Combustion air proving switch (to ensure adequate combustion air prior to ignition and to ensure the fan is operating).
- .9 High air pressure safety switch (shuts down burner in case of excessive vent back pressure due to blocked stack).

T: 250.860.5550F: (250) 762-3755
Springfield Rd.
E: info@deltatconsultants.com
W: www.deltatconsultants.com
DELTA-T CONSULTANTS LTD.
A: 1742
Kelowna, BC V1Y 5V6

CONTRACT DOCUMENT

.10 Stainless steel burner components.
.11 Standard burner gas train items, including:
- Low gas pressure interlock, manual reset
- High gas pressure interlock, manual reset
- Test cocks to ASME CSD-1
- Downstream manual ball type shut-off cock
- Dual safety shut-off gas valve

.12 Gas pressure regulator and redundant gas valve.
.13 Finned heat exchanger tubes (either fire-tube or water-tube type) of stainless steel or non-corrosive alloy or composite material construction.
.14 Complete boiler insulation and removable, finished sheet metal casings.
.15 Standard Boiler Trim Items:
- Low water cut-off control, manual reset
- Excess water temperature cut-off, manual reset
- NTC (negative temperature coefficient) sensor for hot water supply temperature
- NTC sensor for hot water return temperature
- ASME Safety Relief Valve set at 60 psi (4.1 Bar)(413.7 kPa)
- Combination Temperature / Pressure Gauge

.16 Auxiliary boiler equipment and trim items, including:
- Direct vent combustion kit, as required (consult factory rep.)
- Condensate treatment assembly, complete with neutralizer tank
- Boiler drain with manual drain valve
- Alarm horn
- Relay for remote boiler on signal (optional - confirm with DDC building control set-up)
- Interface terminals for control by building DDC

.17 Solid state factory mounted boiler controls, ready for interface with ASHRAE standard native BACnet building management DDC system.
.18 Minimum 10-year overall warranty and 20-year "Thermal Shock" warranty.

.3 Individual boilers will be constructed in accordance with the provisions of Section IV of the ASME (American Society of Mechanical Engineers) Boiler and Pressure Vessel Code and shall be stamped with the required official ASME symbol. Each boiler section shall be hydrostatically ASME pressure tested for 60 psi (413.7 kPa)(4.1 Bar) working pressure.

.4 Individual boilers shall be installed in accordance with the manufacturer's Boiler Manual and all work shall be completed in a neat and workmanlike manner.

.5 Individual boilers shall be each completely factory packaged with jacket, burners, controls and trim mounted and wired.

.6 The Multiple Boiler System shall be furnished with a U.L. listed and certified low water fuel cut-off. The low water fuel cut-off shall have an ASME working pressure rating of at least the ASME working pressure of the boiler. The low water fuel cut-off shall be installed according to the manufacturer's instructions and must be field installed in the supply piping close to the boilers so the burners will become de-energized in the event the water level falls below the cut-off location.

.7 Provide start-up service, efficiency tests and instructions to operators.

PART 3 - INSULATION

3.1 Insulation to be installed by experienced insulation applicators in accordance with B.C.I.C.A. Standards.

3.2 Insulation shop drawings shall be provided and approved prior to installation.

3.3 Pipe insulation shall be preformed mineral fibre with all-service integral jacket. Provide oversized hangers to permit the installation of insulation through hangers.

3.4 Exposed piping in public areas to have PF-5 PVC jacket.

3.5 Secure all as required in B.C.I.C.A. Standards.

3.6 PIPING INSULATION

Nominal Pipe Diameter -	All
Heating hot water supply & return	1"

CONTRACT DOCUMENT

PART 4 - CONTROLS

4.1 Division 15 shall provide the equipment, installation, supervision and commissioning for a control system to achieve the performance specified.

4.2 Shop drawings shall be submitted for all equipment provided by Division 15.

4.3 New DDC control points:

NEW DDC POINTS LIST - INPUTS

	NAME	DEVICE	I/O TYPE	ELEC RANGE	ENGINEERING RANGE/UNITS	DESCRIPTION/NOTES
1	BOILER 1 PUMP P-6A AMPS	CURRENT SENSOR	AI	0-5 Vdc	AMPS	PUMP STATUS
2	BOILER 2 PUMP P-7A AMPS	CURRENT SENSOR	AI	0-5 Vdc	AMPS	PUMP STATUS
3	BOILER 1 SUPPLY WATER TEMPERATURE	10K SENS c/w WELL	AI	THERMISTOR	°C	BOILER 1 LEAVING WATER TEMPERATURE
4	BOILER 2 SUPPLY WATER TEMPERATURE	10K SENS c/w WELL	AI	THERMISTOR	°C	BOILER 2 LEAVING WATER TEMPERATURE
5	BOILER COMMON SUPPLY WATER TEMPERATURE	10K SENS c/w WELL	AI	THERMISTOR	°C	HEADER SUPPLY WATER TEMPERATURE
6	BOILER COMMON RETURN WATER TEMPERATURE	10K SENS c/w WELL	AI	THERMISTOR	°C	HEADER RETURN WATER TEMPERATURE
7	BOILER 1 ALARM	BOILER AUX CONTACT	BI			BOILER 1 ALARM CONTACT
8	BOILER 2 ALARM	BOILER AUX CONTACT	BI			BOILER 2 ALARM CONTACT

NEW DDC POINTS LIST - OUTPUTS

	NAME	DEVICE	I/O TYPE	ELEC RANGE	ENGINEERING RANGE/UNITS	DESCRIPTION/NOTES
1	BOILER 1 PUMP P-6A CONTROL	RELAY	BO	10 Vdc ON/OFF	ON/OFF	BOILER 1 PUMP START STOP CONTROL
2	BOILER 2 PUMP P-7A CONTROL	RELAY	BO	10 Vdc ON/OFF	ON/OFF	BOILER 2 PUMP START STOP CONTROL
3	BOILER 1 ENABLE	RELAY	BO	10 Vdc ON/OFF	ON/OFF	BOILER 1 START STOP CONTROL
4	BOILER 2 ENABLE	RELAY	BO	10 Vdc ON/OFF	ON/OFF	BOILER 2 START STOP CONTROL
5	BOILER 1 SUPPLY WATER SETPOINT		AO	0-5 Vdc		BOILER 1 SUPPLY TEMP SETPOINT ADJUST
6	BOILER 2 SUPPLY WATER SETPOINT		AO	0-5 Vdc		BOILER 2 SUPPLY TEMP SETPOINT ADJUST

4.4 Alternate lead boiler every 7 days.

4.5 Alarm point to be 160°F.

END OF SECTION

CONTRACT DOCUMENT

Hi Grace,
a paper copy for your records; Thanks Sue.

SCANNED

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FILE #
MAY 29 2014
DOC #
REF. TO:
CC:

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

☐ Electoral Area A Director Ali Grieve	☐ Electoral Area B Director Linda Worley	☑ Electoral Area C Director Grace McGregor	☐ Electoral Area D Director Irene Perepolkin	☐ Electoral Area E Director Bill Baird

Applicant:	Christina Lake Boat Access Society		
Address:	c/o Sue Verigin, 1181 Keith Road, West Vancouver, BC V7T1M7		
Phone:	604-306-8231	Fax:	
Email:	sue.verigin@gmail.com		
Representative:	Sue Verigin		
Make cheque payable to:	Christina Lake Boat Access Society		

What is the Grant-in-Aid for:

To assist with the CLBAS annual dump day. This annual event encourages members to dispose of large items properly at the lake.

Amount Requested: $400

Date: May 25th, 2014

Signature: _____

Print name: Susan Verigin

SUBMIT

Office Use Only

Grant approved by Director: G. M.

Approved by Board: _____

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Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley	✓	Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene Perepolkin	✓	Electoral Area E Director Bill Baird

Applicant:	Columbia Basin Alliance for Literacy		
Address:	5615 Spencer Road, Grand Forks BC		
Phone:	250-584-4109	Fax:	
Email:	sdobie@cbal.org		
Representative:	Sheila Dobie		
Make cheque payable to:	Columbia Basin Alliance for Literacy		

What is the Grant-in-Aid for:

Please see attached letter regarding Family Literacy programing

Amount Requested: total $2100- $700 from each District

Date: May 26th 2014

Signature: Sheila Dobie Digitally signed by Sheila Dobie DN: cn=Sheila Dobie, o, ou, email=sdobie@cbal.org, c=US Date: 2014.05.26 14:10:08 -07'00'

Print name: Sheila Dobie

SUBMIT

Office Use Only

Grant approved by Director: G McGregor

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley		Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene ~~Perepolkin~~ Russell		Electoral Area E Director Bill Baird

Applicant:	Grand Forks Visitor Centre		
Address:	Box 2140, 524 Central Avenue		
Phone:	250-442-5835	Fax:	250-442-0099
Email:	gftourism@g2gf.ca		
Representative:	Dawsha Hunt		
Make cheque payable to:	Grand Forks Art Gallery Society (official service provider of the Grand Forks Visitor Centre)		

What is the Grant-in-Aid for:

Funds are required to replace and update existing signage to conform to current trademark guidelines and make way-finding better to serve the needs of visitors to our Region.

Amount Requested: $1550.00

Date: April 22, 2014

Signature: _____

Print name: Dawsha Hunt

SUBMIT

Office Use Only

Grant approved by Director: RR

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley		Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene ~~Perepolkin~~ Russell		Electoral Area E Director Bill Baird

Applicant:	Grand Forks ATV Club		
Address:	Box 2020 Grand Forks BC V0H1H0		
Phone:	250 442 3359	Fax:	
Email:	zornsoo@nethop,net		
Representative:	Doug Zorn		
Make cheque payable to:	Grand Forks ATV Club		

What is the Grant-in-Aid for:

To complete planning of the Grand Forks -Christina Lake Multi-Use Trail proposal. To install the Gilpin Staging area. Detailed proposal to follow.

Amount Requested: ~~$5500~~ $4,000 ATV staging Area signage
1,500 Planning & Mapping
= $5,500 TOTAL

Date: APRIL 23 /2014

Signature: [signature]

Print name: Doug Zorn

SUBMIT

Office Use Only

Grant approved by Director: R.R.

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley	✓	Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene Perepolkin Russell
✓	Electoral Area E Director Bill Baird						

Applicant:	Columbia Basin Alliance for Literacy		
Address:	5615 Spencer Road, Grand Forks BC		
Phone:	250-584-4109	Fax:	
Email:	sdobie@cbal.org		
Representative:	Sheila Dobie		
Make cheque payable to:	Columbia Basin Alliance for Literacy		

What is the Grant-in-Aid for:

Please see attached letter regarding Family Literacy programing

Amount Requested: total $2100- $700 from each District

Date: May 26th 2014

Signature: Sheila Dobie Digitally signed by Sheila Dobie DN: cn=Sheila Dobie, o, ou, email=sdobie@cbal.org, c=US Date: 2014.05.26 14:10:08 -07'00'

Print name: Sheila Dobie

SUBMIT

Office Use Only

Grant approved by Director: R.R.

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley		Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene ~~Perepolkin~~ Russell	✓	Electoral Area E Director Bill Baird

Applicant:	Boundary Invasive Species Society		
Address:	PO Box 57, Rock Creek, BC, V0H 1Y0		
Phone:	250-446-2232	Fax:	250-446-2370
Email:	boundaryinvasives@gmail.com		
Representative:	Barb Stewart		
Make cheque payable to:	Boundary Invasive Species Society		

What is the Grant-in-Aid for:

To pay for travel and to top up summer student wages to do surveys for invasive aquatic species in lakes, river access points, and wetlands in Area D and E.

Amount Requested: ~~2,000.00~~ $1,000 from Area 'D'

Date: May 28, 2014

Signature: _____

Print name: Barb Stewart

SUBMIT

Office Use Only

Grant approved by Director: R.R.

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley	✓	Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene Perepolkin	✓	Electoral Area E Director Bill Baird

PUSSCO

Applicant:	Phoenix Foundation of the Boundary Communities		
Address:	PO Box 1012, Grand Forks, BC V0H 1H0		
Phone:	250-442-9655	Fax:	
Email:	karly.olsen@sd51.bc.ca		
Representative:	Karly Olsen, Vital Signs Project Manager		
Make cheque payable to:	Phoenix Foundation of the Boundary Communities		

What is the Grant-in-Aid for:

The Boundary Communities' Vital Signs 2014. We would greatly appreciate a donation of up to $1000 to support community forums, data sourcing and report writing.

Amount Requested: $1000

Date: April 29, 2014

Signature: Karly Olsen Digitally signed by Karly Olsen DN: cn=Karly Olsen, o, ou=Vital Signs Project Manager, email=karly.olsen@sd51.bc.ca, c=CA Date: 2014.04.29 09:35:05 -07'00'

Print name: Karly Olsen

SUBMIT

Office Use Only

Grant approved by Director: R.R.

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley		Electoral Area C Director Grace McGregor	✓	Electoral Area D Director Irene Perepolkin	✓	Electoral Area E Director Bill Baird

Applicant:	Boundary Invasive Species Society		
Address:	PO Box 57, Rock Creek, BC, V0H 1Y0		
Phone:	250-446-2232	Fax:	250-446-2370
Email:	boundaryinvasives@gmail.com		
Representative:	Barb Stewart		
Make cheque payable to:	Boundary Invasive Species Society		

What is the Grant-in-Aid for:

To pay for travel and to top up summer student wages to do surveys for invasive aquatic species in lakes, river access points, and wetlands in Area D and E.

Amount Requested: ~~2,000.00~~ $1,000.00

Date: May 28, 2014

Signature: _____

Print name: Barb Stewart

SUBMIT

Office Use Only

Grant approved by Director: Director Baird.

Approved by Board: _____

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley		Electoral Area C Director Grace McGregor		Electoral Area D Director Irene Perepolkin	✓	Electoral Area E Director Bill Baird

Applicant:	Rock Creek Community Medical Society		
Address:	Box 9 Rock Creek, BC V0H1Y0		
Phone:	250-446-2904	Fax:	
Email:	pres@rockcreekmedical.ca		
Representative:	Terry Keough		
Make cheque payable to:	Rock Creek Community Medical Society		

What is the Grant-in-Aid for:

Towards our new additions to the historic park on the property at 100 Cut off road, cutting new trails and installing exercise stations, new signage for park and clinic.

Amount Requested: ~~5000.00~~ $3,000

Date: June 9th, 2014

Signature: Terry Keough Digitally signed by Terry Keough DN: cn=Terry Keough, o=Rock Creek Community Medical Society, ou, email=pres@rockcreekmedical.ca, c=CA Date: 2014.06.09 18:22:27 -07'00'

Print name: Terry Keough

SUBMIT

Office Use Only

Grant approved by Director: B. Baird

Approved by Board: _____

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FILE #
JUN 11 2014
REF. TO:
CC:

Grant-in-Aid Request

Application to (please check where appropriate):

	Electoral Area A Director Ali Grieve		Electoral Area B Director Linda Worley		Electoral Area C Director Grace McGregor		Electoral Area D Director Irene Perepolkin	✓	Electoral Area E Director Bill Baird

Applicant:	VIC LOCKHART		
Address:	P.O. BOX 77		
	BEAVERDELL B.C. V0H1A0		
Phone:	250-484-5586	Fax:	
Email:	VLOCKHART@LIVE.CA		
Representative:			
Make cheque payable to:	BEAVERDELL COMMUNITY CLUB.		

What is the Grant-in-Aid for:

TO PURCHASE EQUIPMENT FOR THREE LEVELS OF KIDS BASEBALL AGES UNDER SIXTEEN.

Amount Requested: $1,000.00 ✓

Date: MAR 2/14

Signature: V.B. Lockhart

Print name: V.B. LOCKHART

SUBMIT

Office Use Only

Grant approved by Director: [illegible]

Approved by Board:

Duncan Band.

Regional District of Kootenay Boundary

Grant-in–Aid Request

Application to (please check where appropriate):

☐ Electoral Area A Director Ali Grieve	☐ Electoral Area B Director Linda Worley	☑ Electoral Area C Director Grace McGregor	☐ Electoral Area D Director Irene Perepolkin	☐ Electoral Area E Director Bill Baird

Applicant:	Sandy Mark		
Address:	1675 HWY 3, Christina Lake, BC V0H 1E2		
Phone:	250 447-6165	Fax:	
Email:	coordinator@christinalake.ca		
Representative:	Sandy Mark		
Make cheque payable to:	Christina Gateway CDA		

What is the Grant-in-Aid for:

Cops for Kids donation and to cover the "copcakes" cost.

Amount Requested: $300

Date: June 24, 2014

Signature: Sandra Mark

Print name: Sandy Mark

SUBMIT

Office Use Only

Grant approved by Director: _____

Approved by Board: _____

Cavan

Cavan Gates
Manager of Special Projects