

## **Regular Meeting of the Board of Directors**

**Thursday, October 2, 2014**

**6:00 pm**

**FRUITVALE MEMORIAL HALL**

**1968 Main Street**

**Fruitvale, BC**

### **FINAL AGENDA**

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 Regional District of Kootenay Boundary Board of Directors meeting held August 28, 2014 are presented.

#### **Corporate Vote Unweighted**

**Recommendation:** That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held August 28, 2014 be adopted as presented.

[Minutes - Regular Meeting of the Board of Directors - 28 Aug 2014.Pdf](#)

4. Delegation(s)

5. Unfinished Business

a) **Memorandum of Board Resolutions**

The Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending August 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 August 31, 2014 be received as presented.

[Memorandum of Board Resolutions-Ending Aug 31, 2014 - Board - October 2, 2014.pdf](#)

6. Communications

a) **Chair McGregor-Sept. 17/14  
re: Special Voting Opportunity  
East End Sewerage Committee Flow Meter Upgrade  
Project**

A Memorandum from Chair McGregor regarding a special voting opportunity regarding the East End Regionalized Sewerage Utility Flow Metering Upgrade Project is presented.

**Corporate Vote UnWeighted**

**Recommendation:** That the Memorandum from Chair McGregor regarding a special voting opportunity regarding the East End Regionalized Sewerage Utility Flow Metering Upgrade Project be received.

[Staff Report - East End Sewer Flow Meter Project - Special Voting Reg - Board - October 2, 2014 - Pdf](#)

7. Communications (Information Only)

- a) Genelle Recreation Commission-Sept. 8/14  
re: Thank You  
[Letter - Genelle Recreation - Thank You - Board - October 2, 2014.pdf](#)
- b) Kettle River Museum  
re: Thank You - Sept. 11/14  
[Letter -Kettle River Museum - Thank You - Board - October 2, 2014.pdf](#)
- c) Minutes - APC - Electoral Area A - Sept. 2/14  
[Minutes - Area A APC - Board - October 2, 2014.pdf](#)
- d) Minutes - APC - Electoral Area D/Rural Grand Forks - Sept. 2/14  
[Minutes - Area D/Rural Grand Forks APC - Board - October 2, 2014.pdf](#)
- e) Minutes - APC - Electoral Area E/West Boundary - Sept./14  
[Minutes - Area E/West Boundary APC - Board - October 2, 2014.pdf](#)
- f) Minutes - Electoral Area 'C'/Christina Lake Parks and Recreation Commission - Sept. 10/14**  
**[Minutes - Area C Christina Lake Parks Recreation - Board - October 2, 2014.pdf](#)**
- g) Minutes - Grand Forks and District Recreation Commission - Sept. 11/14**

**Minutes - Grand Forks Recreation Commission - Board - October 2, 2014.pdf**

- h) Grand Forks ATV Club - Sept. 5/14**  
**re: Thank You**  
**Letter - Grand Forks ATV Club - Thank You - Board - October 2, 2014 - .pdf**
- i) City of Trail - Sept. 10/14**  
**re: Victoria Street Sewer Option**  
**Letter - Sept 10 2014-City of Trail - Victoria Street Sewer Option - Board - October 2, 2014.pdf**
- j) City of Trail - Sept. 11/14**  
**re: Regional Sewer Committee Chair**  
**Letter-Sept 11 2014-City of Trail - Regional Sewer Committee Chair - Board - October 2, 2014.pdf**
- k) City of Trail - Sept. 17/14**  
**re: Sewer Committee Decision Delays**  
**Letter-Sept 17 2014-City of Trail-Sewer Committee Decision Delays-Board - October 2, 2014.pdf**

**Corporate Vote Unweighted**

**Recommendation:** That Communication Information Only Items a) - k) be received.

**8. Reports**

**a) Corporate Vote Unweighted**

**Recommendation:** That the following draft minutes be received: East End Sewerage Committee, September 2, 2014; Beaver Valley Water Committee, September 8, 2014; Policy, Executive and Personnel Committee, September 11,



2014; Electoral Area Services Committee, September 11, 2014; Environmental Services Committee, September 11, 2014; Beaver Valley Recreation Committee, September 9, 2014; **East End Services Committee, September 16, 2014; Finance Committee, September 18, 2014.**

[Minutes - East End Sewerage Committee - 02 Sept 2014 - Board - October 2, 2014 Pdf](#)

[Minutes - Beaver Valley Water Committee - 08 Sept 2014 - Board - October 2, 2014 - Pdf](#)

[Minutes - Policy, Executive and Personnel Committee - 11 Sep 2014 - Board - October 2, 2014 - Pdf](#)

[Minutes - Electoral Area Services - 11 Sep 2014 -Board - October 2, 2014 Pdf](#)

[Minutes - Environmental Services - 11 Sep 2014 - Board - October 2, 2014Pdf](#)

[Minutes - Beaver Valley Recreation Committee - 09 Sep 2014 - Pdf](#)

**[Minutes - East End Services Committee - 16 Sep 2014 - Pdf](#)**

**[Minutes - Finance Committee - 18 Sep 2014 - Board - October 2, 2014- Pdf](#)**

b) **East End Sewerage Committee**

**Chair of Committee - Chair McGregor**

**Stakeholder Vote Weighted**

- i) **Recommendation:** That the Regional District of Kootenay Boundary enter into discussions with the City of Trail for the Regional District to advance an initial offer of \$2.7 million towards the construction of a Pedestrian/Pipe Bridge Columbia River Crossing.

## **Corporate Vote Weighted**

- ii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the Internal Service Agreement on behalf of the Oasis-Rivervale Sewer Utility and East End Regional Sewer Utility Services for Regional Wastewater Collection, Treatment and Disposal activities.

### c) **Policy, Executive and Personnel Committee**

**Chair of the Committee - Director Taylor**

## **Corporate Vote Unweighted**

**Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the Columbia Basin Trust Appointment Policy with the inclusion of a statement under the Procedure section that the appointment of the Regional District of Kootenay Boundary representative to the Columbia Basin Trust Board of Directors shall be for a term of office to be determined by the Province of British Columbia from time to time.

[Policy - Columbia Basin Trust Board Appointment - Board - October 2, 2014.pdf](#)

### d) **Electoral Area Services Committee**

**Chair of the Committee - Director Worley**

**Stakeholder Vote Unweighted  
(Electoral Area Directors Only)**

- i) **Recommendation:** That the application for a Site Specific Exemption to the Floodplain Management Bylaw submitted by Thomas Stoffel, in order to construct a single family dwelling on the property legally described

as Lot 1, DL 3637, SDYD, Plan KAP 12818, Subsidy Lot 8 Portion SOUTH 1445 FT, be approved, subject to:

- Adherence to all the recommendations included in the Flood Hazard Assessment Geotechnical Report submitted by Chris Wallis, P.Eng., of Beacon Geotechnical Ltd; and
- The owner registering a new standard floodplain convenent on title in favour of the Regional District of Kootenay Boundary prior to issuance of a building permit.

e) **B. Teasdale**  
**re: Anaconda Water System Assessment**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, is presented.

**Corporate Vote Unweighted**

- ii) **Recommendation:** That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, be received.

[Staff Report - EAS - Anaconda Water Assessment Study - Aug2014 - Pdf](#)

f) **Environmental Services Committee**

**Chair of the Committee - Director Cacchioni**

**Corporate Vote UnWeighted**

That the Regional District of Kootenay Boundary Board of Directors approves the receipt of waste materials from the Grand Forks and Boundary Regional Agricultural Society

mobile abattoir cattle test kills under the conditions as presented in a staff report to the Environmental Services Committee on September 11, 2014 and which conditions are set out as follows:

Appropriate tipping fees must be paid by the Society.

1. All materials must be organic waste only.
2. The Board could decide, in its sole discretion, not to receive any abattoir waste in the future.
3. The Board could decide, in its sole discretion, to change the tipping fees for abattoir waste at any time.

g) **Finance Committee**

**Chair of Committee - Director Rotvold**

**Corporate Vote Weighted**

- i) **Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the allocation of up to \$10,000 in the Financial Plan to cover the costs for participating in FCM and UBCM events including participation in the Kootenay Booth(s) in 2015. FURTHER that this matter be discussed in more detail with possible adjustments during Budget deliberations.**

**Corporate Vote Unweighted**

- ii) **Recommendation: That the Regional District of Kootenay Boundary Board of Directors direct staff to forward correspondence to Columbia Power thanking the Company for providing financial assistance in the amount of \$5,000 and for the services and assistance of Audrey Repin, Director, Stakeholder and External Relations at the FCM Kootenay Booth.**

h) **Interim Schedule of Accounts**

**Chair of 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:

Cheques Nos. 44293-44743	\$2,296,811.20
Payroll	\$ 391,630.01
<b>TOTAL</b>	<b>\$2,688,441.21</b>

[Interim Schedule of Accounts - Aug 1-Aug 31, 2014 - Board - October 2, 2014.pdf](#)

i) **Board Appointment Update**

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

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

Okanagan Film Commission - Director Baird

Boundary Weed/Stakeholders Committee - Director Baird

Columbia River Treaty - Directors Worley and Rotvold

Chair's Update

***Riding Boundaries Commission - Electoral Boundary Hearings***

**Riding Boundaries Commission - Electoral Boundary Hearings - Board - October 2, 2014.pdf**

9. Bylaws

a) **Bylaw No. 1561, 2014 - Tax Exemption  
First, Second and Third Readings and Adoption**

**T. Lenardon - Sept. 5/14  
re: 2015 Property Tax Exemption**

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding the proposed Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 is presented.

**Corporate Vote Unweighted**

**Recommendation:** That the staff report from Theresa Lenardon, Manager of Corporate Administration regarding the proposed Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be received.

**Corporate Vote Unweighted**

**Recommendation:** That Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be given first, second and third readings.

**Corporate Vote Unweighted**

**Recommendation:** That Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be reconsidered and finally adopted.

[Staff Report - 2015 Property Tax Exemption Bylaw 1561 - Board - October 2, 2014 - Pdf](#)  
[Bylaw No. 1561 - 2015 Property Tax Exemption - Board of Directors October 2, 2014.pdf](#)

- b) **Bylaw No. 1560  
Garbage Collection Fees RDKB Waste Management  
Local Service Area  
First, Second and Third Readings and Adoption**

**Corporate Vote Weighted**

**Recommendation:** That Regional District of Kootenay Boundary Garbage Collection Charges Bylaw No. 1560, 2014 be given first, second and third readings.

**Corporate Vote Weighted**

**Recommendation:** That Regional District of Kootenay Boundary Garbage Collection Charges Bylaw No. 1560, 2014 be reconsidered and finally adopted.

[Bylaw 1560 - Garbage Collection Fees-Waste Management  
Local Service Area-Board-October 2, 2014doc.pdf](#)

- c) **Bylaw No. 1559-Amending Mt. Baldy  
Official Community Plan Bylaw No. 1501  
First and Second Readings**

**Stakeholder Vote Unweighted  
(Electoral Area Directors Only)**

**Recommendation:** That Regional District of Kootenay Boundary Bylaw No. 1559 be given first and second readings.

[Bylaw 1559-Mt. Baldy OCP Amendment - Roof Design - Board -  
October 2, 2014.pdf](#)

- d) **Bylaw No. 1564 - Economic Development (Kootenay)  
Service Establishment Amendment Bylaw  
First, Second and Third Readings**

**J. MacLean - Sept. 29/14**  
**re: Economic Development (Kootenay) Service**  
**Establishment Bylaw**

**A staff report from John MacLean, CAO regarding Bylaw No. 1564, a bylaw to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw to potentially change the method of cost apportionment is presented.**

**Corporate Vote Unweighted**

**Recommendation: That the staff report from John MacLean, CAO regarding Bylaw No. 1564, a bylaw to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw Service Establishment Bylaw to potentially change the method of cost apportionment be received.**

**Corporate Vote Unweighted**

**Recommendation: That Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014 be read a first, second and third time.**

**Staff Report - East End (Kootenay) Economic Development Service Establishment - Board - October 2, 2014 - Pdf**

**Bylaw No. 1564 - East End (Kootenay) Economic Development Service Establishment - Board - October 2, 2014.pdf**



10. New Business

a) **Schedule Public Hearing  
Bylaw No. 1559**

**Corporate Vote Unweighted  
(Excluding Village of Midway)**

**Recommendation:** That Staff be instructed to schedule a Public Hearing for Regional District of Kootenay Boundary Bylaw No. 1559. **FURTHER** that Director Baird be appointed to attend with Directors Russell and McGregor as Alternates.

b) **M. Andison - Sept 5/14  
re: Building Bylaw Contravention  
Bisaro-Electoral Area A**

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

**Corporate Vote Unweighted**

**Recommendation:** That the staff report from Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer regarding a Building Bylaw Contravention in Electoral Area A be received.

**Recommendation: Stakeholder Vote Weighted  
(Electoral Area Directors Only)**

**Recommendation:** That the Regional District of Kootenay Boundary Board of Directors invite the owners, David and Donna Bisaro, 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, D.L. 1236, KD, Plan 19338.

[Staff Report-Bylaw Contravention-Bisaro-Board October 2, 2014.pdf](#)

c) **J. Ginalias**  
**re. Kettle Valley Golf Club Application to**  
**Liquor Control Licencing Branch for Change of Hours**

A staff report from J. Ginalias, Planner regarding the application to the Liquor Control and Licensing Branch by Kettle Valley Golf Club for an amendment to their primary liquor license for a change in hours is presented.

**Corporate Vote Unweighted**

**Recommendation:** That the staff report from Jeff Ginalias, Planner regarding the application to the Liquor Control and Licensing Branch by Kettle Valley Golf Club for an amendment to their primary liquor license for a change in hours, be received.

**Corporate Vote Unweighted**

**Recommendation:** Based on the information provided, and in compliance with Part 5 of the Liquor Control and Licensing Form; Be it resolved that:

1. The Regional District of Kootenay Boundary Board of Directors recommends the permanent amendment for the liquor primary license be supported for the following reasons: The operators of the Kettle Valley Golf Club want to change the hours of their liquor license to better suit the operations of the Golf Club. Amending the hours to serve liquor one hour earlier and stop serving one hour earlier better suits the needs of the customers, is more accommodating to staff, and should have no impact on the community and neighbouring

property owners if approved.

2. The Board's comments on the prescribed considerations are as follows:

a. The potential for noise:

The Golf Club is a large property located along Highway 3 between Rock Creek and Midway. The neighbouring parcels are a mix of agricultural, commercial and residential. There are no residences near the clubhouse. The impacts on these parcels to the proposed change in hours, serving one hour earlier and stopping service one hour earlier, are likely to be negligible. There should be no potential for an increase in noise.

The RDKB has no history of noise related or other disturbance complaints associated with this business.

b. The impact on the community:

If the application is approved, the impact is expected to be positive or neutral. It will better support the operations of the Golf Club. It may support growth in tourism and offer an improved social venue for residents. As noted above, the location of the operation to neighbouring properties and the proposed change in hours should not impact the community. There is no change or expansion of use of the property. The change in hours should not result in increased traffic or parking, or congestion.

3. The Board's comments on the views of the residents are as follows:

The applicant posted a notice of the proposed development in the front window of their establishment. The notices were posted from August 28, 2014 through October 2, 2014. No comments have been received by the Planning and Development Department.

[Staff Report - Kettle Valley Golf - LCLB - Change of Hours - Board - October 2, 2014.pdf](#)

d) **J. Ginalias**  
**re: Floyd & Joyce Jensen/Bron and Sons Nursery**  
**Application for Subdivision in the ALR**

A staff report from J. Ginalias, Planner regarding the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel is presented.

**Corporate Vote Unweighted**

**Recommendation:** That the staff report from Jeff Ginalias, Planner regarding the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel, be received.

**Corporate Vote Unweighted**

**Recommendation:** That the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel, for the properties legally described as Block 26, DL 362, SDYD, Plan KAP2430, Except Plan A965 and Lot 15, DL 363, SDYD, Plan KAP2430, Portion EXC PCL A PL B5901 Except Plan 7521, be forwarded to the Agricultural Land Commission with a recommendation of support.

[Staff Report - Jensen Bron & Sons Nursery - ALR Subdivision - Board - October 2, 2014.pdf](#)

e) **Grants-in-Aid**

**Stakeholder Weighted Vote  
(Electoral Area Directors Only)**

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

1. 5 Tenets Martial Arts Society - Area 'A' - \$500
2. Beaver Valley Nitehawks - Area 'A' - \$1,100
3. Age Friendly - Area 'A' - \$750
4. Village of Fruitvale - Area 'A' - \$10,000
5. Village of Fruitvale - Area 'A' - \$1,000
6. 5 Tenets - \$500 - Area 'B'/Lower Columbia-Old Glory
7. Selkirk College Grand Forks Campus Ag Workshops - \$500  
- Area 'C'/Christina Lake
8. Selkirk College Grand Forks Campus Ag Workshops -  
\$1,500 - Area 'D'/Rural Grand Forks
9. Selkirk College Grand Forks Campus Ag Workshops - \$500  
- Area 'E'/West Boundary
10. Big White Chamber of Commerce/Tourism Society -  
\$2,800 - Area 'E'/West Boundary
11. Beaverdell Fire Department - \$2,500 - Area 'E'/West  
Boundary
12. Art e'scape @ Big White - \$2,500 - Area 'E'/West  
Boundary
13. Big White Freestyle Ski Club for Youth - \$1,000 - Area  
'E'/West Boundary
14. Blackjack Ski Club - Area 'B'/Lower Columbia-Old Glory -  
\$3,500
15. Fruitvale Community Chest - Area 'A' - \$1,500

[Grant-in-Aid - To September 30, 2014 - Board - October 2, 2014.pdf](#)

[Grant-in-Aid-14-15 At September 30, 2014 - Board - October 2, 2014.pdf](#)

**f) B. Teasdale**  
**re: Request for Modifications to Regional Interceptor**  
**(Teck Trail Operations)**

**A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Teck (Trail Operations) to modify the existing RDKB East End Sewer Utility's Regional Interceptor to allow for the construction and installation of a new real time sampling station, is presented.**

**Corporate Vote Unweighted**

**Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Teck (Trail Operations) to modify the existing RDKB East End Sewer Utility's Regional Interceptor to allow for the construction and installation of a new real time sampling station, be received.**

**Corporate Vote Weighted**

**Recommendation: That the RDKB Board of Directors approves Staff to enter into the attached agreement with Teck Metals Ltd. for the construction and installation of a Sanitary Sewer Monitoring Station on the current Regional Collection System where it leaves Teck Trail Operations property.**

**Staff Report - Board - Teck Modification of Regional Sewer Interceptor - Sept2014 - Pdf**

**g) J. MacLean - Sept. 30/14  
re: Request for Funding-Area B Recreation, Parks and  
Trails**

**A staff report from John M. MacLean, CAO regarding a grant request from Blackjack Ski Club for funding of a C-Can storage module from the Area B Recreation, Parks and Trails Service is presented.**

**Corporate Vote Unweighted**

**Recommendation: That the staff report from John M. MacLean, CAO regarding a grant request from Blackjack Ski Club for funding of a C-Can storage module from the Area B Recreation, Parks and Trails Service be received.**

**Corporate Vote Unweighted**

**Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves a grant of \$7,500 from the Area B Recreation, Parks and Trails Service reserves to the Blackjack Ski Club for the purchase and installation of a 40 foot Modified Self-Store Container to be used as a waxing shed.**

**Corporate Vote Weighted**

**Recommendation: That the Regional District of Kootenay Boundary Board of Directors directs staff to prepare the required Financial Plan Amendment bylaw for the transfer of \$7,500 from the Area B Recreation, Parks and Trails Service reserves.**

**Staff Report - Board - Transfer from Reserves Area B  
Rec - October 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 pursuant to Section 90 (1) (e) of the *Community Charter*.
15. Adjournment





## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

### **Minutes**

**Thursday, August 28, 2014**

**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. Cacchioni  
Director R. Russell  
Director M. Rotvold  
Director B. Baird  
Director B. Crockett  
Director J. Danchuk  
Director L. Worley  
Director A. Grieve  
Director T. Webber (Alternate)

#### **Others Attending:**

3 members of the public

#### **Call to Order**

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

#### **Consideration of the Agenda (Additions/Deletions)**

*Corporate Vote Unweighted*

**299-14**      Moved: Director Cacchioni      Seconded: Director Kettle

That the agenda be adopted as presented.

Carried.

#### **Minutes**

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held July 31, 2014 were presented.

*Corporate Vote Unweighted*

**300-14**      Moved: Director Rotvold      Seconded: Director Kettle

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held July 31, 2014 be adopted as presented.

Carried.

### **Delegation(s)**

#### **FCM Head Start for Young Women Grand Forks**

The Chair welcomed the delegates to the meeting.

Spokesperson Jacqueline Salter distributed a brochure entitled "Project Progress". She advised that she was attending the meeting with other members of a group who are involved in a pilot project called "Head Start For Young Women". The project has been organized in Grand Forks over the past eight months further to City Councillor Cher Wyers being informed that Grand Forks had been chosen by the FCM as one of the communities to participate in the pilot project.

Ms. Salter explained that the goal of the Head Start program is to encourage young women to get active and participate in local politics. She provided background information on the history of the pilot project in Grand Forks and the creation of their group which is comprised of six high-school students and three mentors. Ms. Salter introduced the members of the Grand Forks Head Start for Young Women that were in attendance at the meeting.

Ms. Salter explained that the program requires the group to organize a project to help meet the Head Start Program goal and she advised that the Grand Forks project is a conference. The conference, "Project Progress-Leadership in Politics By Women For Women", is being held in Grand Forks October 3-5, 2014.

Women from throughout the RDKB and the RDCK have been invited to attend and the panel of speakers and presenters includes RDKB Board Chair Grace McGregor. Conference discussions will focus on ways to increase awareness, interest and the numbers of young women participating in local government.

Ms. Salter answered several questions from the Board members including how the group can become more empowered, how to get residents out to vote, how the group will be engaging young women in the region and the current lobbying efforts taking place throughout the Kootenay Boundary.

Chair McGregor thanked the delegates for the information and noted that she is looking forward to participating in the Project Progress Conference in October.

#### **Big White Chamber of Commerce**

The Chair welcomed Mr. David Webb and Ms. Jude Blunt to the meeting.

Mr. Webb noted that Ms. Blunt is the Secretary of the Big White Chamber of Commerce and that he is the President and that they were attending the meeting to update the Board members on the following Chamber initiatives and activities taking place at Big White Ski Resort:

1. Big White Chamber of Commerce has become much more active and community involved over the past 18 months and has been addressing inquiries with respect to local government structure and governance and resort municipality status,
2. the community of Big White is beginning to evolve more,
3. there have been several inquiries regarding Grant-in-Aid and the approval process,
4. funds from the resort tax, which is distributed to the Big White Tourism Society, have been allocated towards anything that will benefit the Big White community,
5. the resort tax helps to keep the Mountain open in the summer by funding events and amenities such as walking trails, medical services, and Labour Day festivities,
6. the Chamber has been working with the lift-operator to have a chair (lift) operating during the summer and on developing mountain biking trails.

Mr. Webb explained that the Stakeholders will continue to investigate ways to operate Big White from more of a business perspective and that research into the process to develop a resort municipality has commenced. He noted that involvement of the Regional District in this research is critical. An Advisory Committee will be formed to move the initiative forward and to report to the RDKB Board of Directors and to determine if becoming a resort municipality is feasible.

Area E Director Baird thanked the delegates for the information and stated the importance of the group's enthusiasm. He advised that he supports the Chamber's initiatives and the work being done and that after the November 15 General Local Government Election, RDKB Staff will meet with the Stakeholders to discuss the Advisory Committee and possible financial support.

The Chair thanked Mr. Webb and Ms. Blunt for the presentation and they were excused from the meeting.

### **Unfinished Business**

#### **Memorandum of Board Resolutions**

The Memorandum of Board Resolutions for the period ending July 31, 2014 was presented.

*Corporate Vote Unweighted*

**301-14**      Moved: Director Grieve                      Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending July 31, 2014 be received.

Carried.

### **Communications**

There were no communications to review.

#### **Communications (Information Only)**

- a) Regional District of Bulkley Nechako - July 30, 2014  
re: Transportation of Dangerous Goods

- b) Vaagen Fibre Canada ULC – Aug. 7/14  
re: Thank You
- c) Regional District of Fraser-Fort George - July 23/14  
re: Recycling Regulation
- d) Joint Provincial-UBCM Green Communities Committee – Aug. 9/14  
re: Green Communities Branding
- e) Agricultural Land Commission – Aug. 12/14  
re: Decision Letter - Manson ALR Subdivision, Rock Creek
- f) Minutes - APC - Electoral Area 'C'/Christina Lake – Aug. 5/14
- g) Minutes - Area E/West Boundary APC - Aug./14

*Corporate Vote Unweighted*

**302-14** Moved: Director Granstrom Seconded: Director Rotvold

That Communication Information Only Items a) - g) be received.

Carried.

**Reports**

**Minutes**

*Corporate Vote Unweighted*

**303-14** Moved: Director Grieve Seconded: Director Russell

That the following minutes be received: Electoral Area Services Committee, August 14, 2014; East End Services Committee; August 19, 2014.

Carried.

**Electoral Area Services Committee**

*Electoral Area Directors Unweighted*

**304-14** Moved: Director Worley Seconded: Director Baird

That the Development Variance Permit application submitted by Don and Chantelle Haessel for the property legally described as Lot A, DL 1236, KD, Plan NEP23031, requesting a front parcel line variance of 3m (from 7.5m to 4.5m) to construct an addition to a single family dwelling, be approved.

Carried.

**Interim Schedule of Accounts**

*Corporate Vote Unweighted*

**305-14** Moved: Director Rotvold Seconded: Director Cacchioni

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

Cheques Nos. 43695-44292	\$1,814,006.03
Payroll	\$ 441,629.23
<b>TOTAL</b>	<b>\$2,255,635.26</b>

Carried.

**Board Appointments Update**

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

Chair McGregor advised that she will be attending the S.I.D.I.T. AGM being held in West Kelowna in September.

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

The Chair noted that S.I.B.A.C. members have been discussing the impacts and possible changes to operations as a result of the upcoming Local Government elections. They will continue to meet before and after the elections to discuss decision-making.

*Okanagan Film Commission - Director Baird*

Director Baird advised that it is a very busy time of year at the Film Commission and that scouting work has increased with the Commission's Boundary Staff expanding territory into the Kootenays to assist the Kootenay Commissioner who has not been overly active. There has been a large amount of activity in the North Boundary and the Okanagan areas.

*Boundary Weed/Stakeholders Committee - Director Baird*

Director Baird updated the Board members on the activities of the summer student and advised that the program was successful both in the Boundary and at Christina Lake with the aquatics work that has been completed. He will attend a meeting with members of the Boundary Weed Stakeholder Committee in the Fall.

*Columbia River Treaty - Directors Worley and Rotvold*

Director Worley noted that members will participate in a conference call to discuss the Local Governance Committee and the U.S. Governance Committee.

There will be a Conference in October and a meeting with First Nations at the end of August.

*Chair's Update*

The Chair discussed the role of Committee Chairs and the latitude for decision-making they have to cancel Committee meetings. She advised that this matter will be discussed by the Policy, Executive and Personnel (PEP) Committee and she requested the Board members to forward any comments, opinions etc. regarding this matter to her, Staff, or relevant Committee Chairs for discussion by the PEP Committee. All comments and opinions will be referred from the PEP Committee back to the Board of Directors for a decision regarding the role of Committee Chairs, including decision-making for canceling meetings. This matter will also be discussed at a future strategic planning session.

The Chair distributed a brochure with information regarding the *Investor Ready Bootcamp* being held at the Christina Lake Welcome Centre on September 30th, 8:00 a.m. - 5:00 p.m. She explained that she has been requested to inform the Board

members that the Bootcamp is for entrepreneurs and business investors in the Boundary and West Kootenay and that Board members are invited to attend.

**Bylaws**

**First and Second Reading**  
**Bylaw #1557 - Amending Area C/Christina Lake Official Community Plan**

*Electoral Area Directors Unweighted*

**306-14**      Moved: Director Grieve                      Seconded: Director Worley

That Regional District of Kootenay Boundary Bylaw No. 1557 be read a first and second time.  
  
Carried.

**First and Second Reading**  
**Bylaw #1558 - Amending Area C/Christina Lake Zoning Bylaw**

*Electoral Area Directors Unweighted*

**307-14**      Moved: Director Grieve                      Seconded: Director Worley

That Regional District of Kootenay Boundary Bylaw No. 1558 be read a first and second time.  
  
Carried.

**New Business**

**Set up Public Hearing**  
**Bylaw No. 1557**

*Corporate Vote Unweighted (Excluding Village of Midway)*

**308-14**      Moved: Director Baird                      Seconded: Director Worley

That Staff be instructed to schedule a Public Hearing for Bylaw No. 1557. **FURTHER** that Director McGregor be appointed to attend with Directors Russell and Baird as Alternates.  
  
Carried.

**Schedule Public Hearing**  
**Bylaw No. 1558**

*Corporate Vote Unweighted (Excluding Village of Midway)*

**309-14**      Moved: Director Baird                      Seconded: Director Grieve

That Staff be instructed to schedule a Public Hearing for Bylaw No. 1558. **FURTHER** that Director McGregor be appointed to attend with Directors Russell and Baird as Alternates.  
  
Carried.

**Grants - in - Aid***Stakeholder Vote Weighted Electoral Area Directors Only***310-14** Moved: Director Baird Seconded: Director Grieve

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

1. Committee for Communities in Bloom Provincial Conference & Awards - Area 'A' - \$500
2. Genelle Recreation - Area B/Lower Columbia-Old Glory - \$1,800
3. Grand Forks Citizen on Patrol - Area D/Rural Grand Forks - \$1,000
4. Grand Forks Community Trails Society - Area D/Rural Grand Forks - \$4,000
5. Kettle River Museum - Area E/West Boundary - \$1,000

Carried.

**B. Burget - Aug 18/14****re: Statement of Financial Information (SOFI)**

A staff report from Beth Burget, General Manager of Finance regarding the 2013 SOFI report relating to Employee's and Director's Remuneration and Expense was presented.

*Corporate Vote Unweighted***311-14** Moved: Director Rotvold Seconded: Director Russell

That the staff report from Beth Burget, General Manager of Finance dated August 18, 2014 regarding the 2013 SOFI report relating to Employee's and Director's Remuneration and Expense be received.

Carried.

Director Cacchioni requested that the 2011 and the 2012 SOFI reports also be revised and uploaded onto the RDKB website.

*Corporate Vote Unweighted***312-14** Moved: Director Cacchioni Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors approves the Revised 2013 Employee's Remuneration and Expense/Director's Remuneration and Expense schedules and instructs Staff to make the reports available on the Regional District's website. **FURTHER** that the 2011 and 2012 S.O.F.I. Reports also be revised accordingly and that they be made available on the RDKB's website.

Carried.

**T. Lenardon-Aug. 19/14****re: Wood Stove Exchange Program**

A staff report from Theresa Lenardon, Manager of Corporate Administration dated August 19, 2014 regarding a proposal for RDKB participation in the 2014 - 2015 Provincial Wood Stove Exchange Program was presented.

*Corporate Vote - Unweighted*

**313-14**      Moved: Director Russell                      Seconded: Director Taylor

That the staff report from Theresa Lenardon, Manager of Corporate Administration dated August 19, 2014 regarding a proposal for RDKB participation in the Fall 2014 Provincial Wood Stove Exchange Program be received.

Carried.

*Corporate Vote Unweighted*

**314-14**      Moved: Director Rotvold                      Seconded: Director Baird

That the Regional District of Kootenay Boundary Board of Directors approves participating in the 2014-2015 Wood Stove Exchange Program, naming the program "The Regional District of Kootenay Boundary Wood Stove Exchange Program" and agrees to act as the local administrator of the program and distribute the grant funds. **FURTHER** that the Board approves the provision of in-kind support from the Administration and Finance Departments to assist Mr. John Vere administer the RDKB Wood Stove Exchange Program for 2014-2015.

Carried.

Director Crockett left the meeting (time: 6:55 p.m.).

**J. Ginalias****re: ALR Subdivision – D. and P. Lawrence**

A staff report from Jeff Ginalias regarding the application submitted by Donavon and Patricia Lawrence for subdivision in the Agricultural Land Reserve, for the property legally described as Plan KAP84802, Lot A, DL 269, SDYD was presented.

*Corporate Vote Unweighted*

**315-14**      Moved: Director Worley                      Seconded: Director Kettle

That the staff report from Jeff Ginalias, Planner regarding the application submitted by Donavon and Patricia Lawrence for subdivision in the Agricultural Land Reserve, for the property legally described as Plan KAP84802, Lot A, DL 269, SDYD be received.

Carried.

As Director for Electoral Area C, Chair McGregor noted that concerns have been expressed that the subdivision proposal is not compatible with the language in, and intent of, the Area C Official Community Plan. She suggested that the Agricultural Land Commission be advised that should it approve this subdivision application, that it be requested to consider excluding the property from the Agricultural Land Reserve.

*Corporate Vote Unweighted*

**316-14**      Moved: Director Grieve                      Seconded: Director Worley



That the application submitted by Donavon and Patricia Lawrence for subdivision in the Agricultural Land Reserve, for the property legally described as Plan KAP84802, Lot A, DL 269, SDYD, be forwarded to the Agricultural Land Commission with a recommendation of support. **FURTHER** that based on the location of this parcel in regard to the surrounding land uses, should the Agricultural Land Commission approve the subdivision application that it also consider excluding this parcel from the Agricultural Land Reserve.

Carried.

**J. Ginalias**

**re: ALR Subdivision - M. & J. Orchards Ltd.**

A staff report from J. Ginalias, Planner regarding an application submitted by Lual Orchards, as agent for M & J Orchards Ltd. for subdivision in the Agricultural Land Reserve, for the property legally described as DL 471, SDYD, Except Plan B1406 7163 7432 KAP83534 Manufactured Home Reg. # 39484. 39484 30188, was presented.

*Corporate Vote Unweighted*

**317-14** Moved: Director Baird Seconded: Director Russell

That the staff report from Jeff Ginalias, Planner regarding the application submitted by Lual Orchards, as agent for M & J Orchards Ltd. for subdivision in the Agricultural Land Reserve, for the property legally described as DL 471, SDYD, Except Plan B1406 7163 7432 KAP83534, Manufactured Home Reg. # 39484. 39484 30188, be received.

Carried.

*Corporate Vote Unweighted*

**318-14** Moved: Director Cacchioni Seconded: Director Baird

That the application submitted by Lual Orchards, as agent for M & J Orchards Ltd. for subdivision in the Agricultural Land Reserve, for the property legally described as DL 471, SDYD, Except Plan B1406 7163 7432 KAP83534 Manufactured Home Reg. # 39484. 39484 30188, be forwarded to the Agricultural Land Commission without a recommendation.

Carried.

**J. Ginalias**

**re: ALR Inclusion - 0918680 BC Ltd**

A staff report from Jeff Ginalias, Planner regarding the application submitted by Bell Family Trust, as agent for 0918680 BC Ltd., for inclusion of land into the Agricultural Land Reserve, being a portion of the property legally described as Lot 1, Sections 29 and 32, Twp 70, SDYD, Plan KAP85369, was presented.

*Corporate Vote Unweighted*

**319-14** Moved: Director Baird Seconded: Director Russell

That the staff report from Jeff Ginalias, Planner regarding the application submitted by Bell Family Trust, as agent for 0918680 BC Ltd., for inclusion of land into the Agricultural Land Reserve, being a portion of the property legally described as Lot 1, Sections 29 and 32, Twp 70, SDYD, Plan KAP85369, be received.

Carried.

*Corporate Vote Unweighted*

**320-14**      Moved: Director Kettle                      Seconded: Director Baird

That the application submitted by Bell Family Trust, as agent for 0918680 BC Ltd., for inclusion of land into the Agricultural Land Reserve, being a portion of the property legally described as Lot 1, Sections 29 and 32, Twp 70, SDYD, Plan KAP85369, be forwarded to the Agricultural Land Commission without a recommendation.

Carried.

**J. Ginalias****re: ALR Non-Farm Use - Haynes/Rogers Communications**

A staff report from Jeff Ginalias, Planner regarding the application submitted by James and Maureen Haynes, through their agent Cypress Land Services, on behalf of Rogers Communication Inc., for Non-Farm Use in the ALR, for the properties legally described as DL 1221S, SDYD, Plan KAPDD17084 Except Plan KAP59093; and DL 2350, SDYD, Except Plan DD7881, was presented.

*Corporate Vote Unweighted*

**321-14**      Moved: Director Baird                      Seconded: Director Kettle

That the staff report from Jeff Ginalias, Planner regarding the application submitted by James and Maureen Haynes, through their agent Cypress Land Services, on behalf of Rogers Communication Inc., for Non-Farm Use in the ALR, for the properties legally described as DL 1221S, SDYD, Plan KAPDD17084 Except Plan KAP59093; and DL 2350, SDYD, Except Plan DD7881, be received.

Carried.

*Corporate Vote Unweighted*

**322-14**      Moved: Director Rotvold                      Seconded: Director Russell

That the application submitted by James and Maureen Haynes, through their agent Cypress Land Services, on behalf of Rogers Communication Inc., for Non-Farm Use in the ALR, for the properties legally described as DL 1221S, SDYD, Plan KAPDD17084 Except Plan KAP59093; and DL 2350, SDYD, Except Plan DD7881, be forwarded to the Agricultural Land Commission without a recommendation.

Carried.

**J. Ginalias****re: Adjacent Local Government Referral  
Regional District of Okanagan Similkameen**

A staff report from Jeff Ginalias, Planner regarding the referral from Regional District of Okanagan Similkameen for comments on Amendment Bylaws 2603, 2014 and 2455, 2014 was presented.

*Corporate Vote Unweighted*

**323-14**      Moved: Director Russell                      Seconded: Director Baird

That the staff report from Jeff Ginalias, Planner regarding the referral from Regional District of Okanagan Similkameen for comments on Amendment Bylaws 2603, 2014 and 2455, 2014 be received.

Carried.

*Corporate Vote Unweighted*

**324-14**      Moved: Director Granstrom      Seconded: Director Kettle

That the Regional District of Kootenay Boundary Board of Directors notify the Regional District of Okanagan Similkameen that the Regional District of Kootenay Boundary's interests are unaffected by Amending Bylaws 2603, 2014 and 2455, 2014.

Carried.

**J. Ginalias**

**re: FrontCounter BC Referral - Communications Site**

A staff report from Jeff Ginalias, Planner regarding a referral from FrontCounter BC, submitted by Rogers Communication Inc., for two licenses of occupation to service an existing telecommunications facility on Crown land north of Midway, legally described as DL 1086S, SDYD, was presented.

*Corporate Vote Unweighted*

**325-14**      Moved: Director Rotvold      Seconded: Director Baird

That the staff report from Jeff Ginalias, Planner regarding a referral from FrontCounter BC, submitted by Rogers Communication Inc., for two licenses of occupation to service an existing telecommunications facility on Crown land north of Midway, legally described as DL 1086S, SDYD, be received.

Carried.

*Corporate Vote Unweighted*

**326-14**      Moved: Director Baird      Seconded: Director Rotvold

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Rogers Communication Inc., for two licenses of occupation, to service an existing telecommunications facility on Crown land, legally described as DL 1086S, SDYD, north of Midway, is supported.

Carried.

**M. Forster - Aug 21/14**

**re: Appointment to Southern Interior  
Development Initiative Trust (SIDIT)**

A staff report from Maureen Forster, Executive Assistant dated August 21, 2014 regarding appointments to the SIDIT was presented.

*Corporate Vote - Unweighted*

**327-14** Moved: Director Worley Seconded: Director Baird

That the Staff Report from Maureen Forster, Executive Assistant dated August 21, 2014 regarding appointments to the Southern Interior Development Initiative Trust be received.

Carried.

*Corporate Vote Unweighted*

**328-14** Moved: Director Rotvold Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approves the appointment of Director Cacchioni to the Regional Advisory Committee of the Southern Interior Development Initiative Trust. **FURTHER** that the Southern Interior Development Initiative Trust be advised accordingly.

Carried.

### **Late (Emergent) Items**

#### **E-Mail Etiquette**

Director Grieve requested Board members to limit the e-mails in which they "reply to all" unless it is absolutely necessary.

### **Discussion of Items for Future Meetings**

There were no items for future agendas to discuss.

### **Question Period for Public and Media**

A question period was not necessary.

### **Closed (Incamera) Session**

*Corporate Vote Unweighted*

**329-14** Moved: Director Rotvold Seconded: Director Kettle

That the Regional District of Kootenay Boundary Board of Directors convene to a closed meeting pursuant to Section 90 (1) (e) (time: 7:10 p.m.).

Carried.

*Corporate Vote Unweighted*

**330-14** Moved: Director Rotvold Seconded: Director Kettle

That the Regional District of Kootenay Boundary Board of Directors reconvenes to the regular meeting (time: 7:25 p.m.).

Carried.

**Adjournment**

There being no further business, it was;

**331-14** Moved: Director Kettle

That the meeting be adjourned (time: 7:25 p.m.).

Carried.

---

Chair

---

Manager of Corporate Administration

**RDKB Board of Directors  
Memorandum of Resolutions**

**Action Items Arising from Board Direction (Task List)**

***Updated on September 17, 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
<b>***Note:</b> <i>More work re. communications, management, administration &amp; costs for satellite fire service is required</i>				
232-10	May 26/10	Christian Valley Mosquito Control Service	Staff working with proponents	Ongoing
<b>***Note:</b> <i>Staff continue to wait for proponents as to whether they wish to move forward</i>				
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
N/A	May 1/14	Waneta Dam Expansion	Arrange tour of project	C
<b>**Note:</b> <i>RDKB Staff &amp; Staff at WAX working to schedule tour in conjunction with the October 2<sup>nd</sup> Board meeting.</i> <i>RDKB Staff waiting for confirmation from WAX staff.</i>				
N/A	May 1/14	Sale of Airport	Directors take time to consider future use of proceeds from sale of Trail Airport	IP

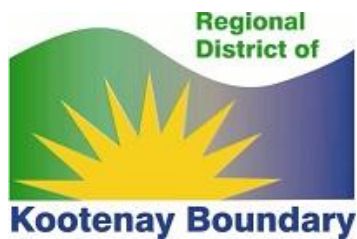
**TASKS FROM July 31, 2014 BOARD MEETING**

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
269-14	July 31/14	IHA	Forward letter advising RDKB Electoral Area Directors must be invited to any meetings, site visits, etc with IHA officials.	C
274-14	July 31/14	UBCM Convention	Staff draft briefing notes. Staff will request meetings with Ministers.	C C
N/A	July 31/14	SOFI	Staff research <i>Financial Reporting Act</i> regarding process used to prepare SOFI reports	C

**Page 1 of 2**  
**Board Resolutions/Action Items**  
**Ending August 31, 2014**

TASKS FROM August 28, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
312-14	Aug 28/14	SOFI	Staff will upload the 2011/2012/2013 SOFI Reports to the RDKB's website	IP
328-14	Aug 28/14	SIDIT	Staff will advise SIDIT of Director Cacchioni's appointment to the RAC.	C
N/A	Aug 28/14	Big White Community Stakeholders	Staff will meet with Stakeholders after November election to discuss Big White's Advisory Committee and possible financial support	Ongoing

**STAFF REPORT****Date:** 17 Sep 2014**File** Admn/Operations  
East End Sewerage**To: Members of the  
RDKB Board of Directors****From:** Chair McGregor**Re:** Special Voting Results  
East End Regional Sewerage Flow Meter  
Upgrade Project**Issue Introduction**

Pursuant to the attached *Regional District Special Voting Regulation* (B.C. Regulation 41/91), Director Cacchioni and I deemed the following issue urgent and requested that the following resolution be considered by the Board of Directors as soon as possible:

*That the Regional District of Kootenay Boundary Board of Directors approves entering into an Engineering Services contract between the RDKB and ISL Engineering to complete construction and installation activities related to the Regional Wastewater Flow Meters Upgrades Project Construction Management at a value of \$282,070.*

The requests were made on September 17, 2014 and the resolution was passed.

**History/Background Factors**

This matter was reviewed at the East End Sewerage Committee meeting held on September 2, 2014.

The work to be undertaken is Stage 2 of the East End Regional Wastewater Flow Meter Upgrade Project.

The Service participants agree with the resolution. The costs attached to the project in the amount of \$282,070 are included in the Financial Plan and will be paid for out of the East End Regionalized Sewer Service.



According to the attached *Local Government Act* Sections 783 and 791 (6), (7) this is a Corporate Weighted Vote.

Respectfully Submitted,

Grace McGregor, Chair  
Regional District of Kootenay Boundary  
Board of Directors

TL  
Encls.

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B.C. Reg. 41/91  
M21/91

Deposited February 6, 1991

***Local Government Act***  
**REGIONAL DISTRICT**

**SPECIAL VOTING REGULATION**

**Note:** Check the Cumulative Regulation Bulletin 2014  
for any non-consolidated amendments to this regulation that may be in effect.

[includes amendments up to B.C. Reg. 17/98]

***Contents***

- 1 Interpretation
- 2 Special vote may be taken on urgent matters
- 3 How special voting is to be conducted
- 4 Special vote must be reported at next regular meeting
- 5 Application of regulation

***Schedule***

**Interpretation**

- 1 In this regulation "**urgent**" means requiring immediate action as a result of unforeseen circumstances.

**Special vote may be taken on urgent matters**

- 2 (1) Subject to subsection (2), the voting by the directors of a regional district board, including voting on passing a resolution or on reading or adopting a bylaw, may be conducted in accordance with section 3 where the chairperson and one other director consider
  - (a) that the issue to be voted on is urgent, and
  - (b) that calling a regular or special meeting to conduct the voting is impractical.
- (2) Voting on the second or third reading of the following bylaws may not be conducted in accordance with section 3:
  - (a) annual budget bylaws;
  - (b) zoning bylaws;
  - (c) bylaws adopting official community plans;

(d) rural land use bylaws.

**How special voting is to be conducted**

- 3** (1) The secretary shall make all reasonable attempts in the circumstances to ensure that each director entitled to vote has the opportunity to do so.
- (2) Before a director votes, the secretary shall ensure that the resolution or bylaw to be voted on is communicated to the director either
- (a) orally, including by telephone or other means of telecommunication, or
  - (b) by delivery, including by delivery in writing, by facsimile transmission or other means of electronic transmission or by delivery in electronic form.
- (3) A director shall vote by informing the secretary, in any manner referred to in subsection (2), of the director's approval or disapproval of the resolution or bylaw and the secretary shall at that time record the director's vote.
- (4) Each director who votes shall have the number of votes that he or she would have had in voting on the matter at a regular meeting of the board.
- (5) The rules under section 791 of the Act regarding the counting of votes at meetings of the board, except section 791 (10), apply to the counting of votes taken in accordance with this section.
- (6) After ensuring that each director has an opportunity to vote as required by subsection (1), the secretary shall inform the chairperson of the results of the voting and the chairperson shall declare the vote to have passed or failed in accordance with those results.
- (7) At the time of the chairperson's declaration under subsection (6), the results of the voting shall have the same effect as if the voting had been conducted at a regular meeting of the board and shall then be recorded by the secretary as a minute of the board.
- (8) If the secretary is absent, ill or otherwise disabled, the chairperson may appoint another director to conduct voting under this section in the place of the secretary.

**Special vote must be reported at next regular meeting**

- 4** At the next regular meeting of the board following a vote under section 3, the chairperson shall report the results of the vote.

**Application of regulation**

- 5** This regulation applies only to the districts listed in the Schedule.

[en. B.C. Reg. 17/98.]

**Schedule**

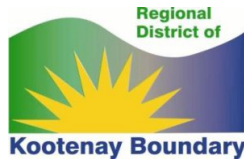
[en. B.C. Reg. 17/98.]

the Cariboo Regional District  
the Central Coast Regional District  
the Regional District of Central Kootenay  
the Columbia-Shuswap Regional District  
the Regional District of East Kootenay  
the Regional District of Fraser-Fort George  
the Fraser Valley Regional District  
the Regional District of Kitimat-Stikine  
the Regional District of Kootenay Boundary  
the Regional District of Mount Waddington  
the Skeena-Queen Charlotte Regional District  
the Squamish-Lillooet Regional District  
the Thompson-Nicola Regional District

[Provisions of the [Local Government Act](#), R.S.B.C. 1996, c. 323, relevant to the enactment of this regulation: section 793 (8)]

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#### Background Information

At the last Sewerage Committee meeting on September 2, 2014, a resolution was passed recommending the RDKB Board of Directors approve Staff to proceed with the necessary construction activities for the three flow meter stations for the East End Regionalized Sewer Utility if the updated cost estimates for construction and installation activities from ISL Engineering are within 10% of the originally submitted RFP cost estimate of \$257,005.

Staff has now received the updated cost estimate from ISL Engineering to complete Stage 2 of the project (construction and installation activities), which now totals \$282,070. This price is within the 10% figure identified above.

Additionally, as there is a need to pre-order items for this project approximately 5 weeks prior to installation, Staff would like formal approval prior to the October 2, 2014 Regular Board Meeting in order to try and complete this project within the 2014 fiscal year.

Chair McGregor and Director Cacchioni have asked that this matter be expedited through use of the Special Voting Regulation and a phone poll of the Directors.

#### Recommendation for Consideration:

##### **Corporate Vote - Weighted**

**That the Regional District of Kootenay Boundary Board of Directors approves entering into an Engineering Services contract between the RDKB and ISL Engineering to complete construction and installation activities related to the Regional Wastewater Flow Meters Upgrades Project Construction Management at a value of \$282,070.**

From Section 791 of the Local Government Act:

(6) On all resolutions and every reading and the adoption, amendment or repeal of all bylaws referred to in subsection (7), each director who is present

(a) is entitled to vote, and

(b) has the number of votes assigned to that director under section 783 (2).

(7) Voting on resolutions and bylaws on the following matters must be in accordance with subsection (6):

(a) authorizing persons to enter into contracts on behalf of the regional district;

(b) authorizing the acquisition, expropriation or disposal of real property;

(c) adopting the financial plan under section 815;

(d) authorizing borrowing and liabilities under Division 5 [*Financial Operations*] of this Part.

FYI:

Section 783 assigns the Weighted Vote. Therefore any resolution authorizing the RDKB to enter into a contract is a Corporate Weighted Vote.

# GENELLE RECREATION COMMISSION

Box 73, 1205 Second Street, Genelle, BC V0G 1G0 • Phone (250) 693-2216

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

FILE #

SEP -8 2014

DOC #

REF. TO: *M.F.*

CC: *J. MALDON*  
*L. Worley*  
*T.K.*

Sept. 8, 2014

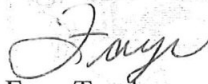
RDKB  
Area B Director

Dear Linda

On behalf of Genelle Recreation Society and the community I wish to thank you for your financial support by way of a Grant In Aid. We are also grateful for all the support financial and moral that you have given us over the years. There are so many projects that have been completed with your help.

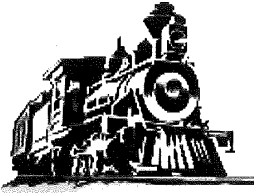
This latest grant will go a long way towards paying off our projects. Thank you again.

Sincerely



Faye Tumber  
Chairperson

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	SEP 16 2014
DOC #	
REF. TO:	MP
CC:	



## Kettle River Museum

P.O. Box 149  
Midway, BC V0H 1M0  
Phone/Fax: 250 449 2614  
[kettlerivermuseum@shaw.ca](mailto:kettlerivermuseum@shaw.ca)  
<http://kettlerivermuseum.weebly.com>

September 11, 2014

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

Dear Mr. Baird and RDKB Board of Director,

I want to express gratitude for the generous grant-in-aid of \$1000.00 to the Kettle River Museum we received yesterday in the mail.

We are in need of funds and your grant will help us to continue. We have received other small grants and hopefully in a few years will be on better financial ground.

Thank you from myself, the Director of the Kettle River Museum and the Kettle River Museum Society.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Stephanie Boltz'. The signature is fluid and extends to the right.

Stephanie Boltz  
Director: Kettle River Museum



**MINUTES** of the Area 'A' Advisory Planning Commission meeting held on Tuesday, September 02, 2014, at the BV Arena Meeting Room commencing at 5:30 pm.

**PRESENT** Craig Stemmler, Chairman  
Shelley Levick, Recording  
Fred Buckley  
Tyleen Underwood  
Jim Green  
Rob Ironmonger

**OTHERS PRESENT** Nil

**MINUTES OF PREVIOUS MEETING**

Accepted as written

**OLD BUSINESS**

No old business

**NEW BUSINESS**

Stewart Mikalishen and Angela Zoobkoff  
RE: MOTI Subdivision - Boundary Adjustment  
22 John Rd., and adjacent undeveloped parcel, Beaver Falls, Electoral Area 'A'  
Lot 2, DL 8392, KD, Plan NEP2533, Except Plan REF PL 110328I: and  
Lot 3, DL 8392, KD, Plan NEP2533, Parcel A (REFPL 110328I) Parcel A Lot 2  
Plan NEP2533 DL 8392KD (REF PL 110328I)  
RDKB File: A-8392-09323.002 and A08392-09323.003

Concern was expressed regarding derelict vehicles on property. APC wants  
to know if property conforms to uses per section 303 of Zoning Bylaw #1460

There was no objection to the boundary adjustment

**ADJOURNMENT**

5:55 pm

Advisory Planning Commission- Area D  
Minutes – September 2, 2014

In attendance:

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

Meeting was called to order at 7:00 p.m.

Minutes:

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

New Business:

1. **Bron and Sons Nursery / Floyd and Joyce Jensen**

**RE: ALR Subdivision**

3601 Latkin Road & 3540 Almond Gardens Road W  
Block 26, DL 362, SDYD, Plan KAP2430, Except Plan A965  
Lot 15, DL 363, SDYD, Plan KAP2430, Portion EXC PCL A, PL B5901, Except Plan 7521  
RDKB File: D-362-02691.000 / D-363-02673.000

Discussion items included:

- policy to not subdivide ALR lands
- application is for a lot line adjustment and doesn't create any additional lots
- approval will see agricultural land being used for agriculture, which it currently isn't.

**Moved: Matthews; seconded: MacAllister that the APC recommend this application for approval. Carried.**

There being no further business, the meeting adjourned at 7:15 p.m.

Area E APC Minutes as per telephone meetings for September 2014

1. Thomas Stoffel  
Re Site Specific Floodplain Exemption  
6870 Christian Valley Road  
RDKB File: E-3637-07193.200

The APC support this application by a majority. Although there are some concerns we feel that the engineers report should be the guiding influence. One APC member remains opposed to this application.

2. Kettle Valley Golf Club  
Re: Liquor Control Licensing Branch  
3280 Highway 3  
RDKB File:E-514-03133.000

The APC support this application

Vic Lockhart  
Chair Area E APC

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation  
Commission held Wednesday September 10, 2014 at the Welcome Centre

**Present**

Carlo Crema  
Don Nelson  
Paul Beattie  
Liz Stewart  
Dave Beattie  
Diane Wales

**Absent**

Larry Walker, Advised  
Bob Dupee, Advised  
Dan Marcoux, Away

**RDKB Staff**

Tom Sprado/Lilly Bryant

**Area Director**

Grace McGregor

**Guest**

Cavan Gates

**Agenda**

1. M/S Liz Stewart, Don Nelson that the agenda is accepted as Circulated

**Carried**

2. M/S Paul Beattie, Dave Beattie that the minutes of the regular meeting of August 13, 2014 are accepted as circulated

**Carried**

**Introduction**

Tom Sprado introduced himself and met the Recreation Commission members.

**Old Business**

Christina Sand Property Feasibility Study update: There is no update on the study at this time.

**Pickle Ball** update: there is no update for Pickle Ball at this time.

Gateway Update: Cavin informed the Recreation Commission that the funding for the program will continue through until March 2015.

Gateway will be offering Computer lessons in the community at the Welcome Centre.

Telus will be installing a new tower at Christina Lake, this will hopefully allow better service at the North end of the lake.

**COP** A Thank you letter to be sent to Retired RCMP officer –Chris for another Great summer.

**Marine Plan**

Paul Beattie met with the boat access group and they informed the Recreation Commission that they would not use a dock at the nature park. They are looking for a parking area so they can park trailers and pull boats out of the water for a longer period of time.

**Business Arising from the Minutes**

Marine feasibility Study to be conducted in the near future.

3. M/S Paul Beattie, Carlo Crema that a Marine Feasibility study be conducted.

**Carried**

Copy of the 2014 Budget to be included with next months package for upcoming budget process

**Outstanding Projects and Discussions**

Christina Crest Trail  
 Boat House  
 Seniors Housing  
 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 Don Nelson that the meeting be adjourned.

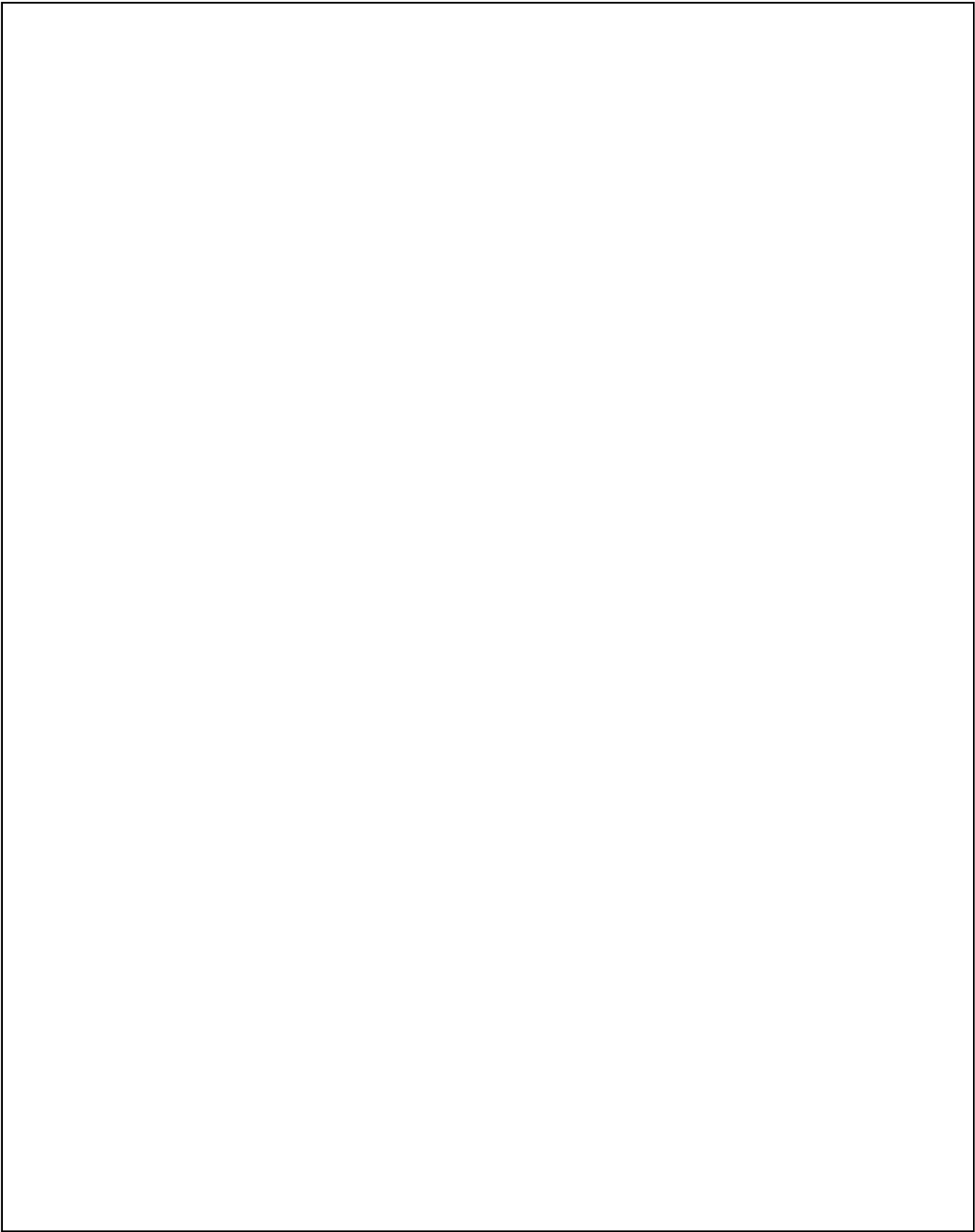
**Carried**


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Recording Secretary

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Diane Wales, Chairperson



Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held September 11, 2014 in the Jack Goddard Memorial Arena Meeting Room

**Present**

Gene Robert  
Brian Taylor  
Cindy Strukoff  
Ken Johnston  
George Longden

**Absent**

Dean Engen  
Michael Wirishchagin

**Staff**

Tom Sprado/Lilly Bryant

**Agenda**

1. M/S Brian Taylor, Ken Johnston that the agenda is accepted as adopted as amended.

**Carried**

2. M/S Cindy Strukoff , Ken Johnston that the minutes of the regular meeting of August 13, 2014 are accepted as circulated

**Carried**

**Delegation:** Graham Watt

Community Garden Project: Graham broke down each phases of the project. Phase 1 will be initial signage and confirming the official design plan. The plans will be posted for public viewing.

Fundraising and grant opportunities were discussed along with partnership opportunities for local businesses and organizations

The Community Garden Group has announced their partnership with the Grand Forks Boundary Agricultural Society.  
The Grand Forks Recreation Commission will look forward to receiving a copy of a letter of agreement with the GFBAS.

**Correspondence**

Discussed the request from Special Olympic to include the organization as part as the reciprocal agreement with School District 51.

1. M/S Ken Johnston, George Longden that Grand Forks Recreation Commission request more information from Special Olympics on the numbers and cost that may be applied for the Special Olympics Fitness and Floor Hockey sessions.

**Carried**

**Pool Shut down:** A report was circulated to update the Grand Forks Recreation Commission about this year's Pool Shutdown.  
There was no update on the pool deck replacement – no update on Return deposit.

**Old Business**

George Longdon will be the Grand Forks Recreation liaison for The Community Garden

**Business Arising from the Minutes**

There will be no changes to Tom's position at this time.

The Grand Forks Recreation Commission would like to formally invite Mark Andison and Doug Allen (Grand Forks City Administrator) to the Next Recreation Commission Meeting.

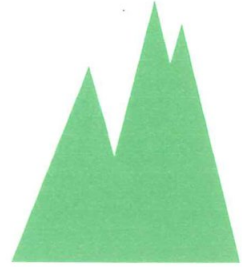
**Adjournment**

4. Moved by Gene Robert that the meeting be adjourned.

\_\_\_\_\_  
Lilly Bryant, Recording Secretary

\_\_\_\_\_  
Gene Robert, Chairman





September 5, 2014

Grace McGregor, Area C Director  
Regional District Kootenay Boundary

Hello Grace,

The Grand Forks ATV Club Executive and members would like to thank you very much for Area C's generous contribution to the community project, Multi-Use Trails.

The members have been busy working with the Job Creation Program participants on the trails clearing and determining actual placement of over 40 posts that will mark the trails for all users. With your funding and many other partners contributing, the Grand Forks ATV Club and partners have accumulated over 70,000\$ to put into this project.

We are going to be putting the attached plaque on the benches at several views on the trails in recognition of the many partners who have come together on the project. I have also included a map of the Grand Forks-Christina Lake Trail Sign Plan.

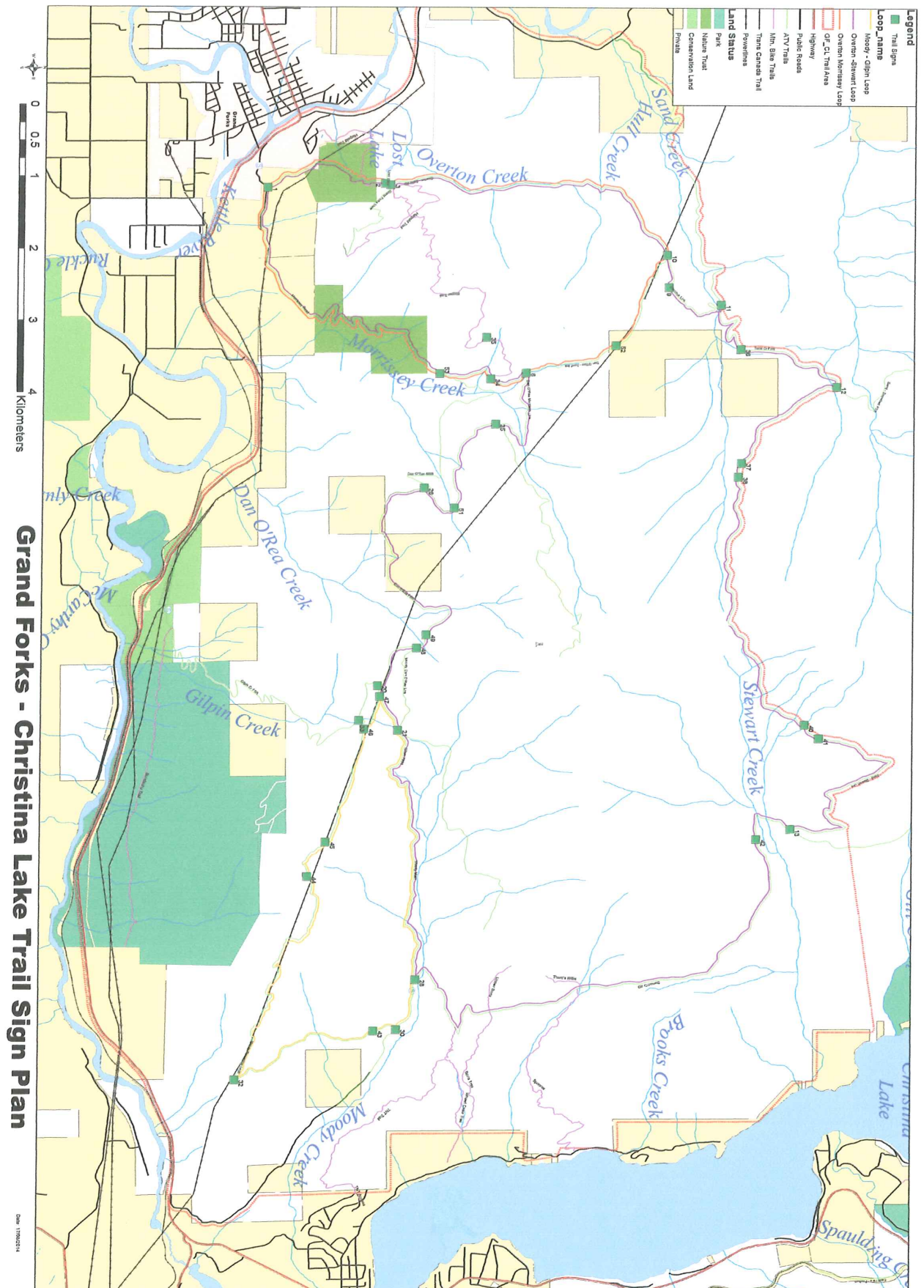
Yours Truly,

Doug Zorn, Vice President  
GFATV Club

Enclosures: Grand Forks-Christina Lake Trail Sign Plan, Grand Forks-Christina Multi-Use Trails Logo

cc: Board Chair, Regional District Kootenay Boundary







## City of Trail

File #5400-02

September 10, 2014

Regional District of Kootenay Boundary  
 Attention: John MacLean, Chief Administrative Officer  
 202 – 743 Rossland Avenue  
 Trail, B.C. V1R 4S8

Dear John:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	SEP 12 2014
DOC #	.....
REF. TO:	M. F.
CC:	J. MACLEAN

### **RE: VICTORIA STREET SEWER OPTION**

The City of Trail has been advised by its Regional Director that at a Regional Sewer Committee meeting held on September 5<sup>th</sup>, the Committee considered the “Victoria Street Sewer Option” and an estimate prepared by Opus Dayton Knight (ODK) to relocate the regional sewer interceptor line from the Old Bridge onto the Victoria Street Bridge as a way to get the line across the Columbia River. As you were made aware prior to the meeting, the City was very concerned with the Regional District Administration’s decision to proceed to Committee given it was the City’s opinion that the ODK estimate was inaccurate and that the presentation of this estimate would not only cause confusion but an unrealistic expectation with respect to the cost to proceed and inappropriately influence cost sharing proposals the Committee may advance.

With respect to the decision noted above, the City now understands it is the Sewer Committee’s intention to offer the City \$2.7 million based on the equivalent values for the Victoria Street Option as the Committee’s contribution to the proposed Utility/Pedestrian Bridge crossing. The City had engaged TRUE Engineering to prepare a current estimate, which has been formally received by Trail Council and is attached for your consideration. It is the City’s opinion that the TRUE estimate provides a more accurate estimate given the estimate is prepared at a Class C level. The plan and estimate reflect a total cost to proceed with the Victoria Street Option at \$6.540 million.

.../2

*Explore your*  
**TRAIL**

City Hall ♦ 1394 Pine Avenue, Trail, BC, Canada V1R 4E6 ♦ Telephone: (250) 364-1262 ♦ Fax: (250) 364-0830  
 Public Works ♦ Telephone: (250) 364-0840 ♦ Fax: (250) 364-0831  
 www.trail.ca ♦ eMail: info@trail.ca

Page 2

September 10, 2014

# VICTORIA STREET SEWER OPTION

Further, Council also reviewed other options in terms of the implications that the level of construction required would have on the City in terms of potential disruption to downtown businesses as well as potential implications to the City's infrastructure. In this regard, please be advised that Council has resolved that any sort of right-of-way request that the Region may advance to the City with respect to an overland option to take the interceptor back to the Victoria Street will be denied. Council fully supports the construction of the Utility/Pedestrian Bridge based on the analysis the City has completed and further believes any construction through the City will be a determinant to the numerous projects the City has undertaken as part of revitalizing the downtown core. Council is also very conscious of the overwhelming mandate received from the public following the referendum as part of obtaining borrowing authority to proceed with the project.

As indicated above, it is Council's understanding, which is subject to confirmation given that we do not have any formal communication from the Sewer Committee at this time, that the Committee utilized the ODK estimate as the starting point to negotiate what the Committee considered to be a fair cost for the regional participants to contribute towards the construction of the proposed bridge. In this respect, Council did consider its original cost sharing proposal to the Sewer Committee of \$5.4 million and has now agreed to amend this amount to \$5 million based on the TRUE estimate and the potential variances that are associated with a Class C estimate. In this regard, the City has moved to the low side of the cost scale but firmly believes the costs would be in line with the current estimate if not higher. In addition, we remind you that when considering the City's direct contribution plus its regional share, the City will pay in excess of 80% in total for the project.

We are of the opinion that there is some urgency to move forward and finalize a cost sharing agreement with the Sewer Committee. Council has authorized Buckland & Taylor to proceed with engineering work in order to have the project ready to tender early in 2015 so construction can commence during low water and save moneys associated with sheet pilings that would be required once the water level rises. Further, the City is concerned with the condition of the Old Bridge and the potential for a catastrophic failure of the interceptor line if there is any significant movement of the bridge. In this regard, the City will also communicate directly with the Regional Board under separate cover that it is the opinion of the City's lawyer that any "unreasonable" delay at the Board level could result in liability exposure extending beyond the service participants. It cannot be emphasized enough the importance of finalizing a solution and removing the interceptor line from the Old Bridge as soon as practical.

We trust you will share this information with the Sewer Committee and Trail Council has asked that if at all possible that you respond to the amended offer no later than November 1<sup>st</sup>. If a response is not received by this date it may be difficult to address the tendering schedule as indicated, which could result in an increase in overall construction costs. If an agreement cannot be reached, the City may be forced to consider other options and would again be most concerned about the potential liability exposure in terms of a line failure and significant effluent spill into the Columbia River. In this respect, the City's future cost exposure and any potential to subrogate if an agreement cannot be facilitated would have to be considered.

Page 3

September 10, 2014

VICTORIA STREET SEWER OPTION

We look forward to hearing from you at your earliest convenience. If you have any questions or concerns please contact the undersigned or the City's Engineering Technician, Warren Proulx who has been involved more directly with the various cost estimates.

Yours truly,

A handwritten signature in black ink, appearing to read 'DP', is positioned above the printed name of the signatory.

David Perehudoff, CPA, CGA  
Chief Administrative Officer

cc: Mayor and Council  
Larry Abenante, Public Works Manager  
Warren Proulx, Engineering Technician



September 11, 2014

Our File: 967-211

City of Trail  
1394 Pine Avenue  
Trail, BC V1R 4E6

Attention: Mr. Warren Proulx, Engineering Technician

Dear Sir:

**RE: RDKB Sewage Forcemain Replacement  
- Victoria Street Bridge Alignment Cost Estimate – Revision 1**

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## Background

There are two bridges crossing the Columbia River within the City of Trail. The City closed the older Columbia River bridge crossing in 2010 due to safety concerns over the degraded structure. Further analysis of the old bridge indicated that repairs would not be cost effective, and the decision was made to permanently abandon the old bridge.

The decision to abandon the old bridge precipitated a need to relocate the FortisBC gas main and the Regional District of Kootenay Boundary (RDKB) regional sewage forcemain that both used the old bridge structure to cross the Columbia River. FortisBC has since removed the gas main from the old bridge and constructed a new gas main crossing the Columbia River on the newer Victoria Street bridge. Currently, the RDKB regional sewage forcemain continues to use the old bridge structure, pending a decision on a method for a new river crossing.

Several options for constructing a new regional sewage forcemain river crossing have been considered by the RDKB, including:

1. Construction of a new pipe bridge, with or without capacity for pedestrians, cyclists, and/or vehicles.
2. Directional drilling under the river.
3. Dredging (trenching) and backfilling through the Columbia River bed.
4. Relocating the regional forcemain to the newer Victoria Street bridge.

Preliminary cost estimates have been prepared by others for each option.

.../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



City of Trail  
Attn: Warren Proulx

- 2 -

Our File: 967-211

To better understand the probable costs of the fourth option (moving the regional forcemain to the newer Victoria Street bridge), the City of Trail asked TRUE Consulting to prepare an updated cost estimate to construct a new forcemain from the Murray Park lift station (at the south end of the old bridge), along Bay Avenue to Victoria Street, across the Victoria Street bridge, then back to the existing forcemain alignment on the north end of the old bridge.

TRUE met with Warren Proulx, engineering technician with the City of Trail, on August 27, 2014 to review the proposed alignment, gather information on locations of known infrastructure which may impact potential alignment options, and discuss alternate alignment options. TRUE then completed a site viewing of a potential alignment, gathered field measurements of typical road sections, and has subsequently prepared a cost estimate for construction. Details of the cost estimate are attached to this letter in the form of schematic figures and an itemized quantity and unit cost table.

### Assumptions

In preparing this cost estimate a number of assumptions have been made. Some of the major assumptions include:

#### HYDRAULICS

- Pipe Diameter. Previous work completed by Opus Dayton-Knight (for the RDKB) suggested using a 400mm diameter HDPE (350mm ID) forcemain. TRUE has not reviewed sizing of the forcemain; 350mm ID is assumed to be correct.
- Pipe Pressure Class. No hydraulic review was completed by TRUE. For estimating purposes DR17 HDPE was assumed to be adequate for buried forcemain. Steel pipe was assumed for the bridge crossing.
- Tie-in. The assumption was made that the proposed 400mm diameter forcemain (350mm ID) can be tied into the existing 130m long, 300mm diameter forcemain on the north end of the old bridge. The constriction created by the 300mm diameter forcemain will increase system pressure head. System curves have not been reviewed by TRUE, but this connection has been assumed to be possible.
- Pumping. A previous cost estimate was prepared by Opus Dayton-Knight (for the RDKB) which estimated that necessary upgrades to the Murray Park lift station would cost \$587,500. The lift station has not been evaluated by TRUE and these costs have been carried forward without review.

#### ALIGNMENT SECTIONS

For estimating purposes, the alignment was divided into six main segments. Figures are enclosed that show the proposed alignment and typical trenching sections for the main buried forcemain segments. These segments are described as follows.

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City of Trail  
Attn: Warren Proulx

- 3 -

Our File: 967-211

- Riverside Avenue. The first segment of the proposed forcemain alignment is along Riverside Avenue from the Murray Park lift station to Bay Avenue. A proposed sewage forcemain will need to avoid existing watermain, storm drainage and sanitary sewer piping along the alignment. Due to the relatively narrow road corridor, an allowance for removal and reconstruction of 250 lineal metres of 200mm diameter sanitary sewer pipe has been included in the estimate to create space for the forcemain installation. Also, bedrock is known to be present in this area. Of the 490m of forcemain required along Riverside Avenue, an allowance has been made for 100m of trench rock removal. Construction is proposed by open cut trenching, with a 50mm thick asphalt patch over road gravels to repair the trench. The road alignment is not straight, and a forcemain alignment is expected to vary (meander) along the roadway to avoid some of the other buried infrastructure. Further, Riverside Avenue is an arterial road and truck route. As such, following the trench repair, milling the remaining asphalt and placement of a full 7.5m wide overlay to cover trench seams is expected.
- Bay Avenue. The second segment of proposed forcemain runs down Bay Avenue from Riverside Avenue to Victoria Street. Bay Avenue is a wide paved corridor with approximately 9m from curbline to centreline. City records do not indicate any buried infrastructure running the length of the east side of centerline; only infrastructure crossings exist on that half of the road. One of the conceptual assumptions made for this segment, is that the forcemain will be able to be installed on the east side of centreline. The trench would be repaired with a 50mm thick asphalt patch over road gravels. Bay Avenue is a truck route and one of the primary vehicle corridors in the City's commercial core. To provide a uniform wear surface on the half of the road which would be impacted by the forcemain trench, it is recommended that remaining asphalt on the east side of centreline would be milled to 50mm depth, after which an overlay would be applied to the east half of the road (from curb to centreline).
- Victoria Street. At this conceptual stage, the forcemain is proposed to follow the Victoria Street alignment from Bay Avenue to the Victoria Street bridge. The trench is proposed to be repaired to highway specifications, and the road from curb to centreline milled to 50mm depth and overlaid. This section of Victoria Street was paved recently (2013), so alternative alignments would need to be considered at the preliminary design stage in order to gain approvals from the Ministry of Transportation and Infrastructure.
- Victoria Street Bridge Crossing. The Victoria Street bridge is used to support the City's watermain and FortisBC's new gas crossing, which both run along the southern edge of the bridge. Electricity and telecommunication ducts run along the northern edge of the bridge. The addition of the RDKB sewage forcemain is expected to be possible, as described further in the enclosed memo from Watson Engineering Ltd. Approvals for the bridge crossing would require an evaluation of the bridge structure as well as discussion with other owners of existing suspended infrastructure.

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City of Trail  
Attn: Warren Proulx

- 4 -

Our File: 967-211

- Highway Augering. On the east end of the Victoria Street bridge, the forcemain alignment is proposed to continue east to Columbia Avenue, and then pass under the highway by means of an augered casing. Upon initial review, a potential alternate alignment along the dike road appears to be less feasible due to the amount of existing buried infrastructure and narrow working corridor.
- Columbia Avenue. The remainder of the potential forcemain alignment is proposed to follow Columbia Avenue from the highway to the 'East Trail' side of the old bridge, where the forcemain is proposed to tie to the existing 300mm diameter forcemain. Trench sections are proposed to be repaired with 65mm of asphalt over 100mm of granular base over 200mm of granular subbase. No overlay is proposed for Columbia Avenue, as this is primarily a residential road with lower traffic volumes. Portions of Columbia Avenue between Robertson Street and McQuarrie Street appear to present utility conflict challenges. The estimate assumes that 200 lineal metres of 200mm diameter City of Trail sewage forcemain will be replaced in a common trench with the RDKB sewage forcemain as part of this project to create space for both utilities within the corridor.

#### FORCEMAIN MAINTENANCE

- Air Valve Chamber. At this stage, the final number of air valves required to prevent air locking in the forcemain is not certain. For estimating purposes, three have been assumed at anticipated intermediate high points along the forcemain as follows:
  - West end of Victoria Street bridge
  - East end of Victoria Street bridge
  - Columbia Avenue between Clarke and McQuarrie Streets
- Pigging Access (launch and receive stations). There is a large volume of sewage moving through the regional forcemain on a daily basis. Previous correspondence by Opus Dayton-Knight notes that the forcemain could be designed to achieve flushing velocities. The potential for odour issues associated with the forcemain length, and sludge accumulation associated with pumped flow would appear to be low. Regardless, at this stage it is uncertain whether pigging the proposed forcemain would be a regular maintenance requirement in the future. As such, an allowance has been made for one pigging launch station. It is currently envisioned that this 'station' would be a small building (3m x 5m footprint) for ease of access during regular maintenance procedures. In addition, a similar pigging 'receive station' is allowed for at the transition from proposed 350mm forcemain to existing 300mm forcemain. During design, pigging access should be reviewed more thoroughly with consideration as follows:
  - If regular pigging is not required, then the pigging launch station could be revised to a simpler setup, which would reduce cost associated with this component.
  - The pigging receive station could be eliminated if the proposed forcemain is continued the final 130m on Columbia Avenue to the existing forcemain discharge manhole and that manhole would then be reconstructed as an accessible exit chamber for pigging.

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City of Trail  
Attn: Warren Proulx

- 5 -

Our File: 967-211

- Blow Down Chamber. Blow down chambers are often constructed at low points in forcemains as a discharge location to allow the forcemain to be drained. As with air valves, it is early to predict the number of blow down chambers required. Blow down chambers are anticipated to include a buried tee with main line valve, a smaller blowdown valve, and a receiving manhole. For estimating purposes, four blow down chambers have been assumed as follows:
  - Adjacent to the Murray Park lift station
  - West end of the Victoria Street bridge
  - East end of the Victoria Street bridge
  - Columbia Avenue on the East Trail side of the old bridge
- Forcemain Insulation. The existing forcemain river crossing is an uninsulated steel pipe suspended from the Old Bridge. The proposed replacement alignment being reviewed is considerably longer than the existing. For estimating purposes, pipe insulation including heat-trace has been included in the cost estimate for the Victoria Street bridge crossing. As noted in the memo from Watson Engineering, the need for insulation should be reviewed during design.

#### PERMITTING

- Traffic Control. An assumed estimate of \$75,000 has been made for traffic control on City streets. A further \$150,000 allowance is included for traffic control on the Victoria Street bridge crossing. These cost allowances are based on similar projects completed within this region in the past five years. Regardless, they are allowances which could change substantially, depending on the detailed design, construction schedule, and traffic control plans mandated by the City and MoTI.
- Environmental Management. A relatively small allowance has been made for environmental management during construction, but no specific tasks have been identified at this stage. The alignment option being considered is not expected to require Section 9 Approvals from the Ministry of Environment.
- Victoria Street Augered Crossing. To maintain traffic flow along Highway 3B (Victoria Street), it has been assumed that the forcemain would be augered under the highway to get onto the Columbia Avenue corridor. The scope of work required is not unusual; regardless, it would be subject to approvals from the Ministry of Transportation and Infrastructure.
- Victoria Street Bridge Crossing. A basic assumption of this option is that the Ministry of Transportation and Infrastructure would allow the RDKB to add the proposed forcemain to the Victoria Street bridge. This has not been confirmed. As mentioned previously, confirmation of the ability to utilize the Victoria Street bridge will require a structural evaluation of the bridge structure as a part of the approvals process.

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City of Trail  
Attn: Warren Proulx

- 6 -

Our File: 967-211

## Limitations

The cost estimate prepared by TRUE is affected by the following limitations:

- Lift Station Upgrades. The Murray Park lift station will likely require upgrades to accommodate this river crossing option. In the short time available, the lift station was not reviewed by TRUE. Costs included for lift station upgrades have been carried forward, with no review, from a previous estimate prepared by Opus Dayton-Knight.
- Paving Unit Prices. Paving unit costs have been hugely variable in the West Kootenays over the last decade. Unit cost estimates for paving were taken from the City of Trail's 2014 contract paving costs. It is possible that bulk paving prices would be available on a project of this size, which has the potential to significantly decrease the paving costs. By the same token - depending on construction schedule, traffic access requirements, and construction staging - it is possible that paving prices will be higher than the City's 2014 contract paving prices (as has been the case on several projects in the past five years).
- General Accuracy of Estimate. There are numerous resources available which contain information on accuracy of construction cost estimations. The *Association of Professional Engineers and GeoScientists of BC (APEGBC)* produced "Budget Guidelines for Consulting Engineering Services" in 2009. *Appendix A* of the Budget Guidelines (attached to this letter) describes cost estimate 'classes' A through D and recommended works to develop cost estimates within each class. Pertinent to this cost estimate, the applicable class described in the APEGBC Guidelines is as follows:
  - Class 'C' estimate (+/-25 to 40%): *An estimate prepared with limited site information and based on probable conditions affecting the project. It represents the summation of all identifiable project elemental costs and is used for program planning, to establish a more specific definition of client needs and to obtain preliminary project approval.*

As a part of this forcemain replacement assessment, TRUE has attempted to quantify all major elements which are expected to form a part of the final project (including some field measurements specific to elements along the potential forcemain alignment), and has given consideration to design concepts associated with those elements. As well, unit costs for many of the components included in the estimate are based on competitive construction rates from similar scope projects in the West Kootenays within the past five years. With consideration given to the level of effort spent preparing this estimate, it is in line with **Class 'C'** as described in the APEGBC Guideline.

Preliminary design work would be required to increase precision and confidence in the estimate to a Class 'B' level. That additional work would include completion of site investigations and studies (such as topographic survey, geotechnical investigation, as well as confirmation of required lift station upgrades as noted above).

.../7

City of Trail  
Attn: Warren Proulx

- 7 -

Our File: 967-211

## Estimate

The project cost estimate prepared by TRUE for the RDKB Sewage Forcemain Replacement via the Victoria Street Bridge Alignment is **\$6,540,000 plus GST**. A further breakdown of this estimate is enclosed.

## Closure

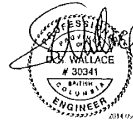
We trust the enclosed cost estimate is adequate for the City of Trail's purposes at this time. Please do not hesitate to contact us if you have any questions about the information provided in this letter.

Yours truly,

**TRUE Consulting**



Nathan Lee, P.Eng.



Scott Wallace, P.Eng.

NL/slf

Enclosures

Cc: Watson Engineering; Attn: Andrew Watson, P.Eng.

R:\Clients\900-999\067-211\02 Correspondence\Outgoing\Trail-Proulx-RDKB Sewage Forcemain Replacement - Victoria Street Bridge Alignment Cost Estimate - 2014-09-11.docx



City of Trail  
Office of the Mayor

September 11, 2014

Regional District of Kootenay Boundary  
Attention: Grace McGregor, Chair  
202 – 743 Rossland Avenue  
Trail, B.C. V1R 4S8

Dear Chair McGregor:

**RE: REGIONAL SEWER COMMITTEE CHAIR**

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FILE #
SEP 12 2014
DOC #
REF. TO: M.F.
CC: CHAIR MCGREGOR
J. MCKEAN

The purpose of this correspondence is to advance Trail City Council's concerns regarding a decision that you made to displace Trail's Director, Robert Cacchioni, from the Chair of the Regional Sewer Committee. In brief summary, Council believes this was an arbitrary decision that contradicts the Region's Policy dealing with Chair and Board Appointments. In this regard, it is my understanding that the City forwarded a legal opinion to Regional staff and this advice was seemingly ignored which is also disappointing from Council's perspective.

Further to your decision, the Trail Times quoted you as saying that participants to the service "need the freedom to represent their respective councils at the table without the constraints of chairing the meeting". Trail Council would very much appreciate receiving additional information with respect to the so called "constraints" and what they are and how the Chair is in anyway impeded from fairly representing their community. If this logic is extended than it gives rise to the question of a Chair, whose community is party to the service, ever being able to effectively represent and appointing a Chair who has no vested interest in a service, which clearly would not be appropriate.

In addition to the above, it is Council's position that matters dealt with in committee typically are not run with strict rules in the context of the discussions that are necessary and that should be facilitated at this level as part of bringing forward recommendations to the Board. I personally observed this Committee meeting being run in a manner that did not allow for comprehensive discussion and this further extended to you personally interpreting motions that perhaps would have been improved if they were further expanded on as requested by a member of the committee. In this respect the meeting and the way it was run seemingly contradicts your statement with respect to each Committee member being able to effectively represent their community.

*Explore your*  
**TRAIL**

.../2


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Page 2  
September 11, 2014  
REGIONAL SEWER COMMITTEE CHAIR

Given these actions Council is hopeful that you will now relinquish the Chair and it will revert back to Councillor Cacchioni for future meetings. In addition, Council would respectfully request that the matter of the Board Chair displacing Committee Chairs be reviewed and clarity be established in this regard. The City would expect there to be a clear set of criteria contained in policy under which a Committee Chair would be displaced that is consistent with legislation and further as part of proceeding in this way members of the Committee would also provide input. In the case of the Sewer Committee, the City of Trail contributes 62.56% towards the financial operation and this fact was totally ignored. The decision that was made was disrespectful as there was no effort made to reconcile these differences.

We appreciate your review of the matter and look forward to receiving a response at your earliest convenience.

Yours truly,

  
Dieter A. Bogs  
Mayer

cc: Council  
Regional District of Kootenay Boundary Directors



City of Trail  
Office of the Mayor

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

FILE #

SEP 19 2014

DOC #

REF. TO: M.F.

CC: CHAIR MCGREGOR

J. MACLEAN

September 17, 2014

Regional District of Kootenay Boundary  
Attention: Grace McGregor, Chair  
202 – 843 Rossland Avenue  
Trail, B.C. V1R 4S8

Dear Chair McGregor:

**RE: SEWER COMMITTEE DECISION DELAYS**

As you are well aware, the Regional Sewer Committee, comprised of voting members from Trail, Warfield and Rossland are seemingly having a difficult time determining a preferred option as part of moving the regional sewer interceptor line off of the Old Trail Bridge. Council is very concerned with this and the liability that could follow if the matter continues to be delayed.

Trail Council has passed a motion that was communicated to the Regional District's Chief Administrative Officer that the City will not support any relocation option that involves construction through the City. In this regard, Council will not provide the Regional District with a right-of-way that would be required to proceed. Further to this decision and based on a current Class "C" engineering estimate that the City has now obtained with respect to running the interceptor line back to the Victoria Street Bridge, it is suggested that the most financially prudent and feasible option is to construct the proposed Utility/Pedestrian Bridge which is now close to being fully designed and ready for tender.

It has now been suggested that another option that may be viable is to trench and fill through the Columbia River. Council does not support this option due to the inherent risks associated with the initial construction costs given the high potential of hitting bedrock during the process. In addition, there will be ongoing maintenance costs associated with scour and protecting the line that also need to be considered. Finally if there were ever a failure the environmental liability and cost to repair would be significant. In this regard, it most likely would require that a temporary connection across the river be established at a cost that could exceed \$3 million. We provide for your reference a link to issues that developed with a pipe that was constructed under the River Irwell in North West England and the associated issues that were experience with repair;  
<http://www.unitedutilities.com/Watermen-Irwell.aspx>.

*Explore your*  
**TRAIL**

.../2

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Page 2  
September 17, 2014  
SEWER COMMITTEE DECISION DELAYS

With respect to the dealings at the Sewer Committee, we advance concerns for the Directors of the Board to consider in the context of liability should there be a failure of the current interceptor line if significant sewage effluent is spilled into the Columbia River. The City has discussed the matter with its solicitor who believes that liability could extend to all members of the Board if there are any unreasonable delays as far as the Board not using its authority to advance the matter given the apparent stalemate that has seemingly developed.

The City of Trail very much appreciates your consideration of this matter and looks forward to this very important matter being brought to a successful conclusion.

Yours truly,

A handwritten signature in black ink, appearing to read "D. Bogs", is written over the printed name.

Mayor Dieter Bogs

cc: Trail Council



**East End Sewerage Committee  
Minutes**

**Tuesday, September 2, 2014  
3:00 p.m.  
RDKB Board Room, Trail, BC**

**Directors Present:**

Director G. McGregor, Acting Chair  
Director R. Cacchioni  
Director B. Crockett  
Director G. Granstrom  
Director L. Worley

**Staff Present:**

Bryan Teasdale, Manager of Infrastructure and Sustainability  
Alan Stanley, General Manager of Environmental Services  
Mark Andison, General Manager of Operations/Deputy CAO  
Theresa Lenardon, Manager of Corporate Administration  
Beth Burget, General Manager of Finance  
Maureen Forster, Executive Assistant/Recording Secretary

**Others Present:**

7 members of the public

**Call to Order**

The Chair called the meeting to order at 3:00 p.m. Board Chair G. McGregor chaired the East End Sewerage Committee meeting. Mark Andison, General Manager of Operations/Deputy CAO referred the Committee members to Section 795 of the *Local Government Act*, which gives the Board Chair broad authority to sit on any Committee as chair or member.

Director Cacchioni expressed his concerns and disagreement with the remarks made by Mark Andison, General Manager of Operations/Deputy CAO.

**Adoption of Agenda (Additions/Deletions)**

The agenda for the September 2, 2014 East End Sewerage Committee meeting was presented.

The Chair advised that the discussion of legislation be added to the agenda, and it was;

Moved: Director Granstrom Seconded: Director Crockett

That the agenda for the September 2, 2014 East End Sewerage Committee meeting be adopted as amended.

Carried.

### **Adoptions of Minutes**

The minutes of the Regional District of Kootenay Boundary East End Sewerage Committee meeting held June 3, 2014 were presented.

Moved: Director Crockett Seconded: Director Granstrom

That the minutes of the Regional District of Kootenay Boundary East End Sewerage Committee meeting held June 3, 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 Committee Action Items for the period ending July 31, 2014 was presented.

Moved: Director Cacchioni Seconded: Director Granstrom

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

Carried.

### **New Business**

#### **CPCC Sanitary Sewer Monthly Reports - May, June and July 2014**

Staff Reports by Jeff Paakkunainen, Chief Operator, regarding the Sanitary Sewer Monthly reports for May, June and July 2014, were presented.

Moved: Director Crockett Seconded: Director Cacchioni

That the Staff Reports by Jeff Paakkunainen, Chief Operator, regarding the Sanitary Sewer Monthly reports for May and June 2014 be received.

Carried.

#### **Flow Meter Construction Update**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an update on the current East End Regionalized Sewer Utility Flow Metering Project was presented.

Moved: Director Granstrom Seconded: Director Cacchioni

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an update on the current East End Regionalized Sewer Utility Flow Metering Project be received.

Carried.

Moved: Director Granstrom Seconded: Director Crockett

That the Sewer Committee recommend to the RDKB Board of Directors that they approve Staff to proceed with the necessary construction activities for the three flow meter stations for the East End Regionalized Sewer Utility if the updated cost estimates for construction and installation activities from ISL Engineering are within 10% of the originally submitted RFP cost estimate.

Carried.

Director Cacchioni expressed concern, that should the construction costs exceed 10% of the original cost estimate provided for in the RFP and it would become necessary for the project to be reissued in a formal Tender process, the construction completion deadline will not be met. Bryan Teasdale, Manager of Infrastructure and Sustainability, concurred that, should the project be reissued in a formal Tender process, construction would likely be postponed until the spring of 2015.

The Original Flow Meter RFP costs are as follows:

Phase 1 - \$ 82,105 (already approved)

Phase 2 - \$257,005

Total: \$339,110

#### **FortisBC Energy Inc.**

Correspondence from FortisBC regarding a recent RDKB submission of Expression of Interest for Biogas Production and Upgrading Projects to Supply Pipeline Quality Natural Gas was presented.

Moved: Director Granstrom Seconded: Director Cacchioni

That the correspondence from FortisBC regarding a recent RDKB submission of Expression of Interest for Biogas Production and Upgrading Projects to Supply Pipeline Quality Natural Gas be received.

Carried.

#### **Columbia River Crossing Options Costing Update**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the review of updated cost estimates for Murray Park Force Main River Crossing options pertaining to the Victoria Street Bridge and Trench and Backfilling was presented.

Moved: Director Granstrom Seconded: Director Crockett

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the review of updated cost estimates for Murray Park Force Main River Crossing options pertaining to the Victoria Street Bridge and Trench and Backfilling, be received.

Carried.

Moved: Director Granstrom Seconded: Director Crockett

That the Sewer Committee direct Staff to initiate discussions with the City of Trail in respect to the construction of the Victoria Street Bridge Force Main River Crossing Option.

Carried.

(Director Cacchioni opposed)

Director Cacchioni expressed concerns that both the Victoria Street Bridge Crossing and Trench and Backfill Crossing options may be environmentally unsuitable and may not be supported by either the Ministry of Transportation and/or the Ministry of Environment.

Bryan Teasdale, Manager of Infrastructure and Sustainability, informed the Committee that the RDKB will be doing a detailed design for a "Class D" cost estimate.

#### **Pedestrian/Pipe Bridge Cost Sharing Proposal - City of Trail**

Correspondence from the City of Trail regarding a cost-sharing proposal for the proposed Pedestrian / Pipe Bridge Columbia River Crossing was presented.

Moved: Director Crockett Seconded: Director Granstrom

That the correspondence from the City of Trail regarding a cost-sharing proposal for the proposed Pedestrian / Pipe Bridge Columbia River Crossing be received.

Carried.

Director Cacchioni informed the Committee that if the City of Trail's fixed cost option of \$5.4 million is accepted, all associated responsibilities pertaining to the finalization of the design as well as tendering the project and construction management as well as bridge operation would be assumed by the City of Trail.

Moved: Director Granstrom Seconded: Director Crockett

That the East End Sewerage Committee recommends that the RDKB enter into discussions with the City of Trail for the RDKB to advance an initial offer of \$2.7 million towards the construction of a Pedestrian/Pipe Bridge Columbia River Crossing.

Carried.

(Director Cacchioni opposed)

#### **Review of Acquiring Long-term Financing**

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding the process to acquire financing for a Columbia River force main crossing was presented.

Moved: Director Cacchioni Seconded: Director Crockett

That the Sewerage Committee receive the Staff Report from Alan Stanley, General Manager of Environmental Services regarding the process to acquire financing for the Columbia River force main crossing.

Carried.

#### **Oasis-Rivervale / East End Regionalized Sewer Service Agreement**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft contract between the Oasis-Rivervale Sewer Utility and East End Regionalized Sewer Utility for future wastewater conveyance, treatment and disposal services was presented.

Moved: Director Cacchioni Seconded: Director Granstrom

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a draft contract between the Oasis-Rivervale Sewer Utility and East End Regionalized Sewer Utility for future wastewater conveyance, treatment and disposal services, be received.

Carried.

Moved: Director Granstrom Seconded: Director Cacchioni

That the Sewer Committee approve the Internal Service Agreement for the use of Regional Wastewater Collection, Treatment and Disposal Services between the Oasis-Rivervale Sewer Utility and the East End Regionalized Sewer Utility.

Carried.

Moved: Director Granstrom Seconded: Director Cacchioni

That the Sewer Committee recommend to the Board of Directors that the Internal Service Agreement for the use of Regional Wastewater Collection, Treatment and Disposal Services between the Oasis-Rivervale Sewer Utility and the East End Regionalized Sewer Utility be approved.

Carried.

**Teck Trail Operations - Collection System Modification**

Correspondence from Teck Trail Operations requesting to modify the RDKB Regional Collection System in order to install a new Monitoring Station, was presented.

Moved: Director Granstrom Seconded: Director Crockett

That the correspondence from Teck Trail Operations requesting to modify the RDKB Regional Collection System in order to install a new Monitoring Station, be received.

Carried.

Moved: Director Granstrom Seconded: Director Crockett

That the Sewer Committee approve Staff to enter into an agreement with Teck Metals Ltd. for the construction and installation of a Sanitary Sewer Monitoring Station on the current Regional Collection System where it leaves Teck Trail Operations property.

Carried.

Bryan Teasdale, Manager of Infrastructure and Sustainability, provided the Committee members with background information on events that necessitated Teck Metals Ltd. to plan on installing a sanitary sewer monitoring station. The RDKB will continue discussions with Teck on the construction and installation of the station provided that RDKB's parameters are met within 5 - 10%. The RDKB will benefit from Teck's experience and technology with the installation of a flow meter.

**Late (Emergent) Items**

There were no late (emergent) items.

**Discussion of items for future agendas**

Director Granstrom asked that Staff prepare a report for the next agenda regarding inclusion of Electoral Area B (Rivervale/Oasis) as a full participant within the East End Regionalized Sewer Utility.

**Question Period for Public and Media**

Questions were raised by the public audience in regards to the cost of the 3 crossing options. They were referred to the public report posted on the RDKB's website from the previous meeting.

**Closed (In camera) Session**

There was no closed (in camera) session.

**Adjournment**

There being no further business, it was;

Moved: Director Granstrom

That the meeting be adjourned at 4:50 pm.

Carried.

MK





**Beaver Valley Water Committee  
Minutes**

**Monday, September 8, 2014  
Fruitvale Council Chambers, Village of Fruitvale**

**4:45 pm**

**Committee Members Present:**

Councillor T. Webber, Chair	Alternate Director, Village of Fruitvale
Director A. Grieve	R.D.K.B. Electoral Area 'A'
Councillor B. Kniss	Village of Fruitvale
R. Johnston	

**Staff Present:**

B. Teasdale, Manager of Infrastructure and Sustainability, R.D.K.B.  
M. Forster, Executive Assistant/Recording Secretary, R.D.K.B.  
L. Cresswell, Chief Administration Officer, Village of Fruitvale

**CALL TO ORDER**

The Chair called the meeting to order at 4:45 pm.

**ADOPTION OF AGENDA (ADDITIONS/DELETIONS)**

The agenda for the September 8, 2014 Beaver Valley Water Committee meeting was presented.

Director Grieve requested the addition of a discussion regarding a proposed newsletter to the agenda and it was;

Moved: Director Grieve    Seconded: Rick Johnston

That the agenda for the September 8, 2014 Beaver Valley Water Committee meeting be adopted as amended.

Carried.

**ADOPTION OF MINUTES**

The minutes of the Beaver Valley Water Committee meeting held May 12, 2014 were presented.

Moved: Director Grieve Seconded: Rick Johnston

That the minutes of the Beaver Valley Water Committee meeting held May 12, 2014 be received as presented.

Carried.

**GENERAL DELEGATIONS**

There were no delegations in attendance.

**UNFINISHED BUSINESS**

The Beaver Valley Water Committee Memorandum of Action Items for the period ending May 31, 2014 was presented.

Moved: Director Grieve Seconded: Rick Johnston

That the Beaver Valley Water Committee Memorandum of Action Items for the period ending May 31, 2014 be received as presented.

Carried.

**Fruitvale Tank Fencing Screening Request**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Ms. Andrea Fischer to install screening material along a section of the protective fencing around the Fruitvale Tank Reservoir.

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Ms. Andrea Fischer to install screening material along a section of the protective fencing around the Fruitvale Tank Reservoir, be received.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Beaver Valley Water Committee approve the request of \$500 from Ms. Fischer to purchase and install appropriate fence screening materials along a 100 foot section of the current Fruitvale Tank Reservoir protective perimeter fencing adjacent to her residence.

Carried.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Beaver Valley Water Committee advise Ms. Fischer that this is a one-time funding opportunity and that initial and future maintenance activities and/or costs of the screening materials is not the responsibility of the Water service.

Carried.

Staff will send a letter to Ms. Andrea Fischer informing her that she will be responsible for installing the screening material, that this is a one-time offer and that she is to provide copies of all invoices.

### **NEW BUSINESS**

#### **Zelke Water Connection Application**

An application for a water connection from Bryan and Tracee Zelke was presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Beaver Valley Water Committee receive and approve the water connection application from Bryan and Tracee Zelke.

Carried.

#### **Request for Waiver of Service Connection Fee – Mr. Doug O'Hearn**

Correspondence from Mr. Doug O'Hearn regarding a request to waive the installation cost of a new water service, was presented.

Moved: Director Grieve Seconded: Rick Johnston

That the correspondence from Mr. Doug O'Hearn regarding a request to waive the installation cost of a new water service be received.

Carried.

Bryan Teasdale, Manager of Infrastructure and Sustainability informed the Committee members that this request was referred back to the Village of Fruitvale and is still under investigation. Mr. O'Hearn's current water connection crosses 2 properties lines and has requested a relocation of the water connection at no cost to him. The alternative for relocation of the water connection would be for the property owner to request an easement. The Committee was provided with Beaver Valley Water Service Rates Bylaw No. 1544 (2014) for information purposes. The Committee members concurred that a relocation of the water connection at no cost to the property owner could be precedent setting.

The Committee recommended that staff write a letter to Mr. O'hearn explaining why the Committee will not consider replacing his water connections for the following reasons:

- 1) Bylaw 1544 does not support this request;
- 2) It is the property owner's responsibility to be aware of these types of issues when purchasing property;
- 3) The current connection is in working order; and
- 4) Current water users should not be asked to pay for this request.

Moved: Director Grieve Seconded: Councillor Kniss

That the Beaver Valley Water Committee directs Staff to respond by letter to Mr. Doug O'hearn stating the reasons why the Committee will not have the water connection replaced.

Carried

**Regional District of Central Kootenay**  
**RE: ATCO Wood Products - Kelly Creek Watershed**

Correspondence from the Regional District of Central Kootenay regarding ATCO Wood Products cut blocks in the Kelly Creek watershed area was presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the correspondence from the Regional District of Central Kootenay regarding ATCO Wood Products cut blocks in the Kelly Creek watershed area, be received.

Carried.

The correspondence from the RDCK regarding ATCO Wood Products cut blocks in the Kelly Creek watershed area was provided to the Committee members for information purposes. Committee member Rick Johnston asked for clarification of the comments made in both letters. Bryan Teasdale, Manager of Infrastructure and Sustainability, will meet with Alexandre Saumure of ATCO Wood Products to ask for clarification on the cut-blocks sloping in the Kelly Creek Watershed and report back to the Committee members.

**CBT Water Smart 2009-2013 Data Review and Actions Summary for BV Water Service**

Correspondence from Columbia Basin Trust regarding the 2013 mini-report for the BV Water Service's Water Smart Action Plan was presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the correspondence from Columbia Basin Trust regarding the 2013 mini-report for the BV Water Service's Water Smart Action Plan be received.

Carried.

The Committee members discussed whether or not to continue with the Water Smart Ambassador Program in the future. No decision was made. Bryan Teasdale, Manager of Infrastructure and Sustainability asked the Committee members to consider what they want to do when the Columbia Basin Trust money becomes available for 2015.

**BV Water System - Operational Reports (June-August 2014)**

Staff Reports from Glen Grieve, Water Works Foreman, regarding Monthly Operations for June-July-August 2014 were presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Staff Report from Glen Grieve, Water Works Foreman, regarding Monthly Operations for June-July-August 2014 be received.

Carried.

L. Cresswell, CAO, Village of Fruitvale, provided the Committee members with a review of the reports.

**Beaver Valley Water Service 2013 Annual Report**

The 2013 Annual Report for the Beaver Valley Water Service was presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the 2013 Annual Report for the Beaver Valley Water Service be received.

Carried.

Moved: Director Grieve Seconded: Rick Johnston

That the 2013 Annual Report for the Beaver Valley Water Service be approved.

Carried.

Bryan Teasdale, Manager of Infrastructure and Sustainability, will add the Annual Report to the RDKB website.

**Review of Water User Fees for Beaver Valley Manor**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the review of water user fees at the Beaver Valley Manor was presented.

Moved: Councillor Kniss Seconded: Rick Johnston

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding the review of water user fees at the Beaver Valley Manor be received.

Carried.

Bryan Teasdale, Manager of Infrastructure and Sustainability, reviewed the report with the Committee members and asked for ideas on how to approach the issue of recovering outstanding 2014 user fee charges. Suggestions included waiving the outstanding fees by creating a new bylaw, creating a new rate structure, charging the Beaver Valley Manor a nominal fee or reducing the outstanding 2014 user fee charges. The Committee was informed that there is nothing under the *Local Government Act* that allows waiving the fee. Councillor Kniss will have a discussion with Terry Van Horne, bookkeeper for the Beaver Valley Manor to update her of the situation. Staff will provide the Committee with more information for the next Committee meeting.

Moved: Director Grieve Seconded: Councillor Kniss

That the Beaver Valley Water Committee recommends that a new rate structure be created to address the water user fees for non-profit affordable housing organizations.

Carried.

That the Beaver Valley Water Committee send correspondence advising the Beaver Valley Manor of amended 2015 billing practices for the BV Water system resulting in approximately a \$4,100 user fee bill.

It was the Committee's decision to withdraw this motion.

**LATE (EMERGENT) ITEMS****Beaver Valley Water Committee Newsletter**

Director Grieve asked that staff create a newsletter to share good news information with the community. Information for the newsletter can come from the capital projects report and website. The newsletter can be distributed as an insert to the Village of Fruitvale newsletter. Bryan Teasdale, Manager of Infrastructure and Sustainability, also advised that the newsletter would include a review and summary of projects identified in the CBT mini-report discussed earlier.

Moved: Director Grieve Seconded: Councillor Kniss

The Beaver Valley Water Committee hereby directs staff to create a newsletter by the end of September 2014 to include the items discussed above.

Carried.

**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 6:05 pm.



**Policy, Executive and Personnel Committee**

**Minutes**

**Thursday, September 11, 2014  
RDKB Board Room, Trail, BC**

**2:00 P.M.**

**Directors Present**

Director B. Taylor, Chair  
Director R. Cacchioni  
Director G. McGregor  
Director B. Baird  
Director L. Worley  
Director B. Crockett

**CALL TO ORDER**

The Chair called the meeting to order at 2:00 p.m.

**ADOPTION OF AGENDA (ADDITIONS/DELETIONS)**

The agenda for the September 11, 2014 Policy, Executive and Personnel Committee meeting was presented.

Director Cacchioni requested that the agenda be amended with the addition of a discussion on the latitude of a Board Chair's authority under Discussion of Items for Future Agendas.

Moved: Director Baird

Seconded: Director Cacchioni



That the agenda for the September 11, 2014 Policy, Executive and Personnel Committee meeting be adopted as amended.

Carried.

### **ADOPTION OF MINUTES**

The minutes of the Policy, Executive and Personnel Committee meeting held June 26, 2014 were presented.

Moved: Director McGregor      Seconded: Director Worley

That the minutes of the Policy, Executive and Personnel Committee meeting held June 26, 2014 be adopted as presented.

Carried.

### **GENERAL DELEGATIONS**

There were no delegations in attendance.

### **UNFINISHED BUSINESS**

#### **Policy, Executive and Personnel Committee Memorandum of Action Items**

The Policy, Executive and Personnel Memorandum of Committee Action Items as of September 4, 2014 was presented.

The Chief Administrative Officer provided updates regarding In Progress items: 1) drafting a best practices statement on Municipal appointments and 2) grant funding from services. He advised that draft policies will be presented to the Committee at the October meeting, and it was;

Moved: Director Cacchioni      Seconded: Director Baird

That the Policy, Executive and Personnel Memorandum of Committee Action Items as of September 4, 2014 be received.

Carried.

**J. MacLean - Sept 9/14****re: Columbia Basin Trust Appointment Policy**

A staff report from John M. MacLean, CAO regarding the draft Columbia Basin Trust (CBT) Appointment Policy was presented.

Moved: Director Cacchioni

Seconded: Director McGregor

That the staff report from John M. MacLean, CAO regarding the Columbia Basin Trust (CBT) Appointment Policy be received.

Carried.

There was a discussion regarding the length of the term for the RDKB appointment, and it was;

Moved: Director Cacchioni

Seconded: Director Worley

That the Columbia Basin Trust Appointment Policy be amended to include a statement under the Procedure section that the appointment of a Regional District of Kootenay Boundary representative to the Columbia Basin Trust Board of Directors shall be for a term of office to be determined by the Province of British Columbia from time to time. **FURTHER** that the policy be forwarded to the Regional District of Kootenay Boundary Board of Directors with a recommendation of approval.

Carried.

**NEW BUSINESS****J. MacLean - Sept 9/14****re: Proposed Board Cancellation Policy**

A staff report from John M. MacLean presenting a proposed policy clarifying the rules around the cancellation of meetings and participation by Directors via electronic means was presented.

Moved: Director Baird

Seconded: Director Cacchioni

That the staff report from John M. MacLean presenting a proposed policy clarifying the rules around the cancellation of meetings and participation by Directors via electronic means be received.

Carried.

The draft policy would clarify and stipulate the conditions to: 1) allow the cancellation of a Board or Committee Meeting by the Board or Committee Chair and 2) place limits on the participation by a Director in a Board or Committee meeting via electronic means.

There was consensus that the proposed policy be revised to include language stipulating that if a meeting is cancelled due to an extreme weather advisory that the meeting be rescheduled and that the policy also include a condition that should a Board or Committee Chair cancel a meeting that a reason be provided.

Moved: Director Cacchioni

Seconded: Director Baird

That the proposed Board and Committee Cancellation Policy be updated to stipulate that a meeting which is cancelled due to an extreme weather advisory will be rescheduled within 5 working days. **FURTHER** that that the policy also specify that a reason be provided should a Board or Committee Chair cancel a meeting for any reason they feel is appropriate.

Carried.

### **LATE (EMERGENT) ITEMS**

There were no late emergent items to discuss.

### **DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

#### **Authority of Board Chair**

There was a discussion regarding the Chair and Board Appointments Policy (March 27, 2013), which provides the Board Chair with the sole authority to make and rescind membership on all Board Standing Committees that are not stakeholder based and sole authority to make and rescind the appointment of Chair of all RDKB Standing Committees, including those that are stakeholder based.

Director Cacchioni expressed his concerns regarding the Board Chair having authority to remove and replace a Committee Chair and suggested that imitations should be placed on this authority.

After further discussion, it was;

Moved: Director Cacchioni

Seconded: Chair Taylor

That staff review the RDKB Chair and Board Appointments Policy, Section 795 (2) of the *Local Government Act* and the Regional District of Kootenay Boundary Procedure Bylaw No. 1534 and prepare a report for the Committee's discussion that clarifies the Board Chair's authority.

Defeated

(Chair Taylor, Directors Baird, Worley, McGregor and Crockett opposed)

#### **QUESTION PERIOD FOR PUBLIC AND MEDIA**

A question period was not required.

#### **CLOSED (IN CAMERA) SESSION**

A Closed Meeting was not necessary.

#### **ADJOURNMENT**

There being no further business, it was;

Moved: Director Baird

That the meeting be adjourned (time: 3:10 p.m.)

Carried.

TL



## **Electoral Area Services**

Minutes  
Thursday, September 11, 2014  
4:30 p.m.  
RDKB Board Room,  
843 Rossland Ave., Trail, BC

### **Directors Present:**

Director Ali Grieve  
Director Linda Worley  
Director Grace McGregor  
Director Roly Russell  
Director Bill Baird

### **Staff Present:**

Mark Andison, General Manager of Operations/Deputy CAO  
Donna Dean, Manager of Planning and Development  
Maria Ciardullo, Recording Secretary

### **Others:**

Stewart Mikalishen  
Angela Zoobkoff

### **CALL TO ORDER**

Director Worley called the meeting to order at 4:35 p.m.

### **ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)**

The agenda for the September 11, 2014 Electoral Services Committee was presented.

Item #6B was brought forward on the agenda as Mr. Mikalishen and Ms. Zoobkoff were in attendance.

Director McGregor added a further discussion on the Grant in Aid topic.

Moved: Director Grieve

Seconded: Director Russell

September 11, 2014

Page 1 of 7

That the September 11, 2014 Electoral Area Services Agenda be adopted as amended.

Carried.

### **MINUTES**

The Minutes of the August 14, 2014 Electoral Area Services Committee meeting were presented.

Moved: Director McGregor

Seconded: Director Baird

That the minutes of the August 14, 2014 Electoral Area Services Committee meeting be received as presented.

Carried.

### **DELEGATIONS**

There were no delegations in attendance.

### **UNFINISHED BUSINESS**

The Electoral Area Services Committee memorandum of Action Items to the end of August 2014 was presented.

A question was raised regarding the status of the Bridesville Unsightly Bylaw. Donna Dean, Manager of Planning and Development will look into it.

Moved: Director McGregor

Seconded: Director Baird

That the Electoral Area Services Committee memorandum of Action Items to the end of August 2014 be received.

Carried.

### **NEW BUSINESS**

#### **MIKALISHEN, STEWART & ZOGBKOFF, ANGELA**

#### **RE: Ministry of Transportation & Infrastructure Subdivision-Boundary Adjustment**

22 John Road, and adjacent undeveloped parcel, Beaver Falls, Electoral Area 'A'.

Lot 2, DL 8392, KD, Plan NEP2533, Except Plan REF PL 110328I; AND Lot 3, DL 8392, KD, Plan NEP2533, Parcel A (REF PL 110328I) Parcel A Lot 2 Plan NEP2533 DL 8392 KD (REF PL 110328I)

RDKB File: A-8392-09323.003

The staff report regarding the subdivision referral from the Ministry of Transportation and Infrastructure regarding a proposed subdivision for the two parcels legally described as Lot 2, DL 8392, KD, Plan NEP2533, Except Plan REF PL 110328I; and Lot 3, DL 8392, KD, Plan NEP2533, Parcel A (REF PL 110328I) Parcel A Lot 2 Plan NEP2533 DL 8392 KD (REF PL 110328I) was presented.

Chair Worley welcomed the applicants to the meeting and asked if they wished to speak to the application.

Ms. Zoobkoff stated they want to sell the property to their nephew, but the boundary adjustment has to take place before that happens. 14 vehicles have been sold thus far and they thought that just hiding the vehicles from view was sufficient to comply with the zoning bylaw. This issue has been ongoing for 3 years and they feel they are being targeted. They also passed around 2 photos showing the type of vehicles they refurbish. Mr. Mikalishen stated that he does not want to see these cars be crushed as they are classics. Director Baird agreed that the vehicles should be sold as opposed to being crushed.

Donna Dean, Manager of Planning and Development, reviewed the definition of 'conceal' - meaning in a building or screened in by a fence or hidden by vegetation.

Director Grieve stated that the RDKB wants to work together with the applicants to find a mutually agreeable solution.

Moved: Director Grieve

Seconded: Director Baird

That the staff report regarding the subdivision referral from the Ministry of Transportation and Infrastructure regarding a proposed subdivision for the two parcels legally described as Lot 2, DL 8392, KD, Plan NEP2533, Except Plan REF PL 110328I; and Lot 3, DL 8392, KD, Plan NEP2533, Parcel A (REF PL 110328I) Parcel A Lot 2 Plan NEP2533 DL 8392 KD (REF PL 110328I), be received as presented.

Carried.

Moved: Director Russell

Seconded: Director Baird

That the APC Comments on bylaw compliance be provided to the Ministry for consideration, AND FURTHER that the Approving Officer be requested to not grant Preliminary Layout Approval until the applicants demonstrate full compliance with the RDKB Area 'A' Zoning regulations regarding derelict vehicles on the parcel.

Carried.

**STOFFEL, THOMAS****RE: Site Specific Exemption to Floodplain Management Bylaw**

6870 Christian Valley Road, Area 'E'/West Boundary

Lot 1, DL 3637, SDYD, Plan KAP12818, Subsidy Lot 8 Portion SOUTH 1445 FT.

RDKB file: E-3637-07193.200

The application for a Site Specific Exemption to the Floodplain Management Bylaw submitted by Thomas Stoffel, in order to construct a single family dwelling on the property legally described as Lot 1, DL 3637, SDYD, Plan KAP12818, Subsidy Lot 8 Portion SOUTH 1445 FT. was presented.

Donna Dean, Manager of Planning and Development, reviewed the application with the Committee members and stated that the majority of APC members were in favour of this.

Moved: Director McGregor

Seconded: Director Baird

That the application for a Site Specific Exemption to the Floodplain Management Bylaw submitted by Thomas Stoffel, in order to construct a single family dwelling on the property legally described as Lot 1, DL 3637, SDYD, Plan KAP12818, Subsidy Lot 8 Portion SOUTH 1445 FT. be received as presented.

Carried.

Moved: Director Baird

Seconded: Director Russell

That the application for a Site Specific Exemption to the Floodplain Management Bylaw submitted by Thomas Stoffel, in order to construct a single family dwelling on the property legally described as Lot 1, DL 3637, SDYD, Plan KAP12818, Subsidy Lot 8 Portion SOUTH 1445 FT. be approved, subject to:

- Adherence to all the recommendations included in the Flood Hazard Assessment Geotechnical Report submitted by Chris Wallis, P. Eng., of Beacon Geotechnical Ltd; and
- The owner registering a new standard floodplain covenant on title in favour of the Regional District of Kootenay Boundary prior to issuance of a building permit.

Carried.

**Staff Report by Donna Dean, Manager of Planning and Development****RE: ALR Regulation Consultation**

The staff report by Donna Dean, Manager of Planning and Development, regarding the Provincial Agricultural Land Reserve Regulation Consultation was presented.



Donna Dean mentioned that Director Russell had requested a staff report regarding the consultation so the issue would be on the record. Director Baird questioned when this will be legislated.

Moved: Director Baird

Seconded: Director Grieve

That the staff report by Donna Dean, Manager of Planning and Development, regarding the Provincial Agricultural Land Reserve Regulation Consultation be received as presented.

Carried.

### **Grant in Aid Record Keeping and Application Process**

Director Russell suggested a creation of a record tracking system for Grants that are both approved and not approved. He also suggested that recognition be given to the RDKB at the actual event that was funded, which brings positive recognition to the RDKB. Director McGregor expanded on that idea and would like the Electoral Area that distributed funding be acknowledged. Chair Worley suggested a policy be drafted to clearly state the criteria for each Grant in Aid applicant and their accountability.

Moved: Director Russell

Seconded: Director Baird

That Staff prepare a report for the Electoral Area Services Committee's consideration regarding record-keeping, recognition, and accountability for Grants-in-Aid AND FURTHER that the Electoral Area Services Committee advise staff on how to proceed with implementing a Grant in Aid policy.

Carried.

### **Anaconda Water System Assessment**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda was presented.

Mark Andison, General Manager of Operations/Deputy CAO, reviewed the application with the Committee members. This system was established in 1905 and is very outdated. It was mentioned that the RDKB take over the service and improve upon it.

Moved: Director Baird

Seconded: Director McGregor

That the Electoral Area Services Committee recommend to the RDKB Board of Directors that the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, be received as presented.

Carried.

**Grant in Aid Update**

The Grant in Aid report was presented.

Moved: Director McGregor

Seconded: Director Russell

That the Grant in Aid report be received as presented.

Carried.

**Gas Tax Update**

The Gas Tax report was presented.

Moved: Director Baird

Seconded: Director Russell

Mark Andison stated that the Province is continuing with this program and funds will be dispersed in December.

Director McGregor stated that the Province will start withholding funds if the Electoral Areas are not spending their yearly allotted amount.

Mark Andison mentioned that projects can be 'earmarked' and anyone with questions about that should talk to Beth Burget, Manager of Finance.

That the Gas Tax report be received as presented.

Carried.

**LATE (EMERGENT) ITEMS**

There were no late items.

**DIRECTOR REQUEST FOR STAFF RESOURCES (DISCUSSION)**

Electoral Area Highway Signage

Chair Worley suggested that signs be placed on the major roadways to indicate when entering an Electoral Area. She would like the members to think about this and possibly make a recommendation to the Board at a future date.

BC Food Systems Network

Director Russell discussed the BC Food Systems Network and a project on local food policy and planning.

Moved: Director Russell

Seconded: Director McGregor

That the Electoral Area Services Committee issue a letter of support to the BC Food Systems Network for a proposal submitted to the Real Estate Foundation for a project on local food policy and planning for local governments in BC

Carried.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

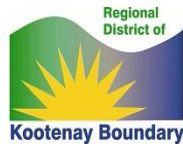
There was no Media in attendance

**CLOSED (IN CAMERA) SESSION**

There was no in-camera meeting.

**ADJOURNMENT**

There being no further items to discuss, Chair Worley adjourned the meeting at 5:25 p.m.



## **Environmental Services**

### **Minutes**

Thursday, September 11, 2014  
RDKB Board Room, Trail, BC

#### **Directors Present**

Director K. Wallace, Chair  
Director B. Taylor  
Director B. Noll  
Director R. Cacchioni  
Director L. Gray  
Director G. McGregor  
Director L. Worley  
Director M. Rotvold  
Director D. Duclos  
Director B. Crockett  
Director R. Russell  
Director B. Baird  
Director A. Grieve

#### **Staff Present:**

Alan Stanley, Director of Environmental Services  
Tim Dueck, Solid Waste Program Coordinator (Recording Secretary)

### **CALL TO ORDER**

Chair Cacchioni called the meeting to order @ 6:27 pm

#### **Directors Present:**

Director R. Cacchioni, Chair  
Director R. Russell  
Director L. Worley  
Director M. Rotvold  
Director B. Baird  
Director G. McGregor  
Director A. Grieve

September 11, 2014

Page 1 of 5

Director B. Crockett  
Director B. Taylor  
Director T. Webber (alternate)  
Director G. Granstrom  
Director N. Kettle

Staff Present:

Alan Stanley, Director of Environmental Services  
Tim Dueck, Solid Waste Program Coordinator (Recording Secretary)

**ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)**

The Agenda for the Environmental Services Committee September 11, 2014 meeting was presented.

Moved: Director Rotvold    Seconded: Director Baird

That the Agenda for the Environmental Services Committee September 11, 2014 meeting be adopted with the addition of a verbal update on the progress of the Solid Waste Management Plan.

Carried.

**MINUTES**

The minutes of the Environmental Services Committee meeting held May 15, 2014 be received.

Moved: Director McGregor    Seconded: Director Worley

That the minutes of the Environmental Services Committee meeting held May 15, 2014 be received.

Carried.

**DELEGATIONS**

**UNFINISHED BUSINESS**

The Environmental Services Memorandum of Committee Action Items for the period ending August 2014 was presented.

Moved: Director Crockett,    Seconded: Director Rotvold

September 11, 2014

Page 2 of 5

That the The Environmental Services Memorandum of Committee Action Items for the period ending August 2014 be received.

Carried.

ES Administration - Organics Collection ES Administration - Organics Collection

A Staff Report from Tim Dueck regarding the expansion of curbside organic and residual waste collection services to those specific Area D/Rural Grand Forks residents presently receiving curbside recycling collection service.

RPT - 373 Moved: Director Russell Seconded: Director Rotvold

That the Environmental Services Committee receive the Staff Report titled "*Area D/Rural Grand Forks Waste Collection Service*".

Moved: Director Russell, Seconded: Director Crockett  
Carried

Discussion: Questions about whether the \$3 garbage tag cost represents a cost recovery option?  
A: The \$3 represents both an incentive to use the recycling and Green Bin service and is intended to harmonize with the per-bag cost at the landfill.

**Recommendation:** That the Environmental Services Committee direct Staff to implement Solid Waste collection services to residents currently receiving recycling collection services in Area D on November 1, 2014.

**Recommendation:** That the Environmental Services Committee recommend that the Board of Directors adopt RDKB Bylaw No. 1560 - A Bylaw to provide for the imposition of fees for garbage collection against residents within the Regional District of Kootenay Boundary Waste Management Local Service Area.

Carried.

### **NEW BUSINESS**

ES Administration - Mobile Abattoir Waste ES Administration - Mobile Abattoir Waste

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding testing composting of wastes from mobile abattoir.

September 11, 2014

Page 3 of 5

RPT - 386      Moved: Director McGregor,      Seconded: Director Granstrom

That the Environmental Services Committee receive the Staff Report from Alan Stanley, General Manager of Environmental Services regarding testing composting of wastes from mobile abattoir.

Moved: Director Rotvold,      Seconded: Director Russell  
Carried

Discussion: Questions about whether the process for composting slaughter-waste chickens is the same for cattle?

A: slightly different for each animal type.

Also noted that this test will be about 1-200 kgs. or about the same as would be received from one cow.

**Recommendation:** That the Environmental Services Committee approve the receipt of waste materials from the Grand Forks and Boundary Regional Agricultural Society mobile abattoir test kills under the conditions contained herein.

Carried.

#### **LATE (EMERGENT) ITEMS**

General Manager of Environmental Services gave an oral update on the progress of the Solid Waste Management Plan revision.

There have been a couple of Joint Technical and Public Advisory meetings. The Ministry of Environment has added some new requirement for First Nations consultation which added about 4 months to the timeline. As well the Ministry has assigned a new officer to guide the process which requires a bit more time to bring him up to speed.

At the next Steering and Monitoring Committee meeting the GM of ES will present updated information about the cost to the RDKB for this additional work by the consultant - SNC Lavalin.

#### **DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

#### **QUESTION PERIOD FOR PUBLIC AND MEDIA**

#### **CLOSED (IN CAMERA) SESSION**

That, pursuant to Section 90(1) (e) of the Community Charter, the Environmental Services convene a closed session.

Moved: Director Grieve,      Seconded: Director Kettle  
Carried      Time: 6:52

September 11, 2014

Page 4 of 5

That, pursuant the ES Committee reconvene the Open Session of the meeting.

Moved: Director Rotvold,      Seconded: Director McGregor

Carried          Time: 7:07

**ADJOURNMENT**

Moved: Director Rotvold that the meeting adjourn.

Time: 7:07

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Elaine Kumar, Director of Corporate  
Administration

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Elaine Kumar, Director of Corporate  
Administration

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Elaine Kumar, Director of Corporate  
Administration

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Elaine Kumar, Director of Corporate  
Administration

September 11, 2014

Page 5 of 5





**Beaver Valley Recreation Committee  
Minutes**

**Tuesday, September 9, 2014  
Beaver Valley Arena Meeting Room, Fruitvale, BC  
5:00 pm**

**Committee Members Present:**

Director A. Grieve - Chair  
Director J. Danchuk  
Director P. Cecchini

**Staff Present:**

M. Daines, Manager of Facilities and Recreation  
M. Forster, Executive Assistant/Recording Secretary

**CALL TO ORDER**

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

**ACCEPTANCE OF THE AGENDA (additions/deletions)**

The agenda for the September 9, 2014 meeting of the Beaver Valley Recreation Committee was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the agenda for the September 9, 2014 meeting of the Beaver Valley Recreation Committee be adopted as presented.

Carried.

**ADOPTION OF MINUTES**

The minutes of the Beaver Valley Recreation Committee meeting held on July 15, 2014 were presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the minutes of the Beaver Valley Recreation Committee meeting held on July 15, 2014 be adopted as presented.

Carried.

### **DELEGATIONS**

There were no delegations in attendance.

### **UNFINISHED BUSINESS**

#### **Beaver Valley Recreation Committee Memorandum of Action Items**

The Beaver Valley Recreation Committee Memorandum of Action Items for the period ending July 31, 2014 were presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Recreation Committee Memorandum of Action Items for the period ending July 31, 2014 be adopted as presented.

Carried.

Mark Daines, Manager of Facilities and Recreation, informed the Committee members that the replacement of the swing set at Beaver Valley Family Park has been postponed until 2015. The TV monitoring system has been installed but still needs to be programmed by the Information Systems Department. Staff will be meeting with Canadian Tire about corporate advertising on the zamboni.

### **NEW BUSINESS**

#### **Discussion Item**

#### **M. Daines, Manager of Facilities and Recreation re: Arena Lighting Upgrade Schedule of Installation**

Mark Daines, Manager of Facilities and Recreation, provided the Committee members with a verbal update on the arena lighting upgrade installation schedule. The arena lighting upgrade is scheduled for October 2014. M. Daines will make an application to Fortis for a potential grant of up to \$17,000 for the upgrade.

**Discussion Item**

**M. Daines, Manager of Facilities and Recreation**  
**re: Mazzocchi Park - Playground Set**

Mark Daines, Manager of Facilities and Recreation, provided the Committee members with an verbal update on the Mazzocchi Park playground set. The Committee was informed that the price range for a playground set is \$25,000 - 50,000.

**Discussion Item**

**M. Daines, Manager of Facilities and Recreation**  
**re: Advertising in BC Camping Magazine**

Mark Daines, Manager of Facilities and Recreation, provided the Committee with a verbal report which informed the members that the number of visitors to the campground has increased which translated to more growth and revenue. They were provided with a copy of BC Camping Magazine. Staff has purchased a membership for the publication as an avenue for advertising the campground.

**Discussion Item**

**M. Daines, Manager of Facilities and Recreation**  
**re: Campground User Update**

Discussion of this agenda item was included in the discussion on Advertising in BC Camping Magazine.

**Discussion Item**

**M. Daines, Manager of Facilities and Recreation**  
**re: Nitehawks Home Opener - Saturday, Sept 14/14 (Who's doing what)**

Mark Daines, Manager of Facilities and Recreation, provided the Committee members with sticker samples that will be handed out to people attending the Nitehawks Home Opener on September 14, 2014. Committee members as well as recreation staff will be in attendance.

**Discussion Item - Committee Members**

**re: Content for Newsletter**

The Beaver Valley Recreation Fall Newsletter was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Recreation Fall Newsletter be received as presented.

Carried.

The Committee members discussed content ideas and ways to improve the next newsletter which is proposed to be completed by October 10, 2014. The newsletter will focus on projects completed by the Service over the past couple of years as well as good news stories.

**Discussion Item**

**M. Daines, Manager of Facilities and Recreation**  
**re: Reimbursement Stats**

The Beaver Valley Recreation Reimbursement Stats for January - July 2014 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the Beaver Valley Recreation Reimbursement Stats for January - July 2014 be received as presented.

Carried.

Staff will put a notice in the next newsletter that all reimbursement program receipts need to be submitted early in January 2015 so that all reimbursements can be completed in time for 2015 budget deliberations.

**Discussion Item**

**M. Daines, Manager of Facilities and Recreation**  
**re: Recreation Program Stats - 2009 - 2013**

The Beaver Valley Recreation Program Stats - 2009 - 2013 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the Beaver Valley Recreation Stats - 2009 - 2013 be received as presented.

Carried.

Mark Daines, Manager of Facilities and Recreation, informed the Committee members that he wanted to provide the statistics for information purposes before the Beaver Valley Regional Parks and Regional Trails Service Review.

**Discussion Item - Committee Members**  
**re: Future Plans and Projects**

The Committee members provided ideas for future plans and projects for the Beaver Valley Recreation Committee. These included the following:

1. Consider installing new pickle ball courts,
2. Update skateboard park as the lease is coming due,

3. Replace arena roof, and
4. Build a small gym for seniors.

**Discussion Item - Committee Members  
re: Service Review Preparation**

A context paper for the Beaver Valley Regional Parks and Regional Trails Service Review was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the Context Paper for the Beaver Valley Regional Parks and Regional Trails Service Review be received as presented.

Carried.

Chair Grieve stressed the importance of the participants' bringing their concerns about the effectiveness of the service and whether the participants are being appropriately charged for the service.

**LATE (EMERGENT) ITEMS**

There were no late (emergent) items.

**DISCUSSION OF ITEMS FOR FUTURE MEETINGS**

The Committee members discussed the meeting start time and whether changes should be made. There was general consensus among the Committee members to start the next meeting at 4:30 pm on Tuesday, October 14, 2014. The November meeting will be moved to Wednesday, November 12, 2014.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

A question period was not required.

**CLOSED (IN CAMERA) SESSION**

A closed session was not required.

**ADJOURNMENT**

The meeting was adjourned at 5:54 pm.



**East End Services Committee**

**Minutes  
Tuesday, September 16, 2014  
Trail Board Room**

**4:30 p.m.**

**Directors Present**

Director A. Grieve - Chair  
Director L. Worley  
Director P. Cecchini  
Director J. Danchuk  
Director R. Cacchioni  
Director B. Crockett  
Director G. Granstrom

**Staff Present:**

J. MacLean, Chief Administrative Officer  
T. Lenardon, Manager of Corporate Administration/Recording Secretary  
M. Andison, General Manager Operations, Deputy Chief Administrative Officer

**Others Present:**

2 members of the Lower Columbia Initiatives Corporation (LCIC)  
1 member of the Lower Columbia Community Development Team Society (LCCDTS)

**Call to Order**

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

September 16, 2014

**Acceptance of the Agenda (additions/deletions)**

The agenda for the September 16, 2014 meeting of the Regional District of Kootenay Boundary East End Services Committee was presented.

The Chair advised that the East End Economic Development Services Agreement would be added as a late item to the front of the agenda.

Director Granstrom stated that given the member municipalities have not had the opportunity to review the draft agreement and to provide input, that the item should not be added to the agenda, and it was;

Moved: Director Cacchioni      Seconded: Director Crockett

That the agenda for the September 16, 2014 meeting of the Regional District of Kootenay Boundary East End Services Committee be adopted as amended.

Carried.

Moved: Director Granstrom      Seconded: Director Crockett

That discussions regarding participation in the proposed East End Economic Development Services Agreement and the structure of the Lower Columbia Initiatives Corporation Board of Directors be postponed until the member Municipalities have had an opportunity to review the cost and provide input and until a decision with respect to the proper representation on the LCIC Board has been determined.

Defeated

(Chair Grieve and Directors Cecchini, Cacchioni and Danchuk opposed)

**Minutes**

The minutes of the East End Services Committee meeting held August 19, 2014 were presented.

Moved: Director Cecchini      Seconded: Director Danchuk

That the minutes of the East End Services Committee meeting held August 19, 2014 be adopted as presented.

Carried.

September 16, 2014

**East End Economic Development Service Agreement  
Lower Columbia Initiatives Corporation (LCIC) Board of Directors**

There was a further discussion regarding the proposed East End Economic Development Services Agreement.

Directors Caccioni and Granstrom expressed their concerns respecting a conflict of interest for those members of a municipal council and members of a RDKB Committee who would sit on the LCIC Board.

The Committee discussed the structure of the Lower Columbia Initiatives Corporation (LCIC) Board of Directors and the legal opinions that have been received in relation to the Court of Appeal Schlenker Decision (BCCA, 2013).

There was a discussion regarding the next steps, which includes an amendment to the current Service Establishment Bylaw according to the Committee's preference that cost-allocation be based on assessment only rather than on the current cost-allocation formula, which is based on population and assessment.

The Directors for Electoral Areas A and B can consent to the adoption of an amending service establishment bylaw and member Municipal Councils may give approval for their respective communities by consenting on behalf of the electors to the adoption of the amendment bylaw.

Moved: Director Cecchini      Seconded: Director Worley

In order for member Municipal Councils to have an opportunity to review and provide feedback on the structure of the Lower Columbia Initiatives Corporation Board of Directors, the proposed agreement itself and on the amendments to the Service Establishment Bylaw, that a special meeting of the East End Services Committee be arranged for as soon as possible and that the feedback from Councils on these matters be submitted to the Regional District by October 3, 2014. **FURTHER** that the Alternate Directors be invited to attend the meeting so that the Committee can make a decision respecting the structure of the Lower Columbia Initiatives Corporation Board of Directors.

Defeated

(Chair Grieve and Directors Granstrom, Cacchioni, and Crockett opposed)

Staff will forward the proposed Agreement to the members municipalities and draft an amendment to the Service Establishment Bylaw for the Committee's review in advance of the October 21st meeting.

September 16, 2014



**Delegations**

There were no delegates in attendance.

**Unfinished Business**

**East End Services Committee  
Memorandum of Action Items**

The Memorandum of Committee Action items for the period ending August 31, 2014 was presented.

Moved: Director Cacchioni

Seconded: Director Granstrom

That the Memorandum of Committee Action items for the period ending August, 2014 be received.

Carried.

**New Business**

**Verbal Report: Directors Granstrom & Cecchini  
re: Lower Columbia Initiatives Corporation (LCIC) Activities**

Director Cecchini advised that there is nothing to report at this time due to contract negotiations with respect to an East End Economic Development Service Agreement which are still taking place.

**West Kootenay Transit Committee  
Minutes - May 7, 2014**

The Minutes of the West Kootenay Transit Committee Meeting held May 7, 2014 were presented.

Moved: Director Worley

Seconded: Director Crockett

That the Minutes of the West Kootenay Transit Committee Meeting held May 7, 2014 be received.

Carried.

September 16, 2014

**BC Transit****re: Kootenay Boundary Conventional and Custom Transit Services  
Annual Performance Summary**

The 2013/2014 Annual Performance Summary prepared by BC Transit for the Kootenay Boundary Conventional and Custom Transit services was presented.

Moved: Director Cecchini

Seconded: Director Crockett

That the 2013/2014 Annual Performance Summary prepared by BC Transit for the Kootenay Boundary Conventional and Custom Transit services be received.

Carried.

**J. MacLean - Sept. 12/14****re: Proposed Transit Service Expansion**

A staff report from John M. MacLean, CAO regarding a proposal to expand the West Kootenay Connector Service on Saturdays was presented.

Moved: Director Crockett

Seconded: Director Danchuk

That the staff report from John M. MacLean, CAO regarding a proposal to expand the West Kootenay Connector Service on Saturdays be received.

Carried.

The Committee reviewed the options that are available for expanding transit hours for the Regional Service including options discussed by the West Kootenay Transit Committee that would expand the Route 90 Columbia Connector Saturday Service. The RDKB's 2015 portion of the cost would be \$11,800/230 hours.

Director Cacchioni expressed his concerns that RDKB transit costs are approaching \$1.8 and noted that he does not believe this option as being essential or beneficial for the local area. He would rather invest the funds into the Local Service rather than the Regional Service.

The Committee discussed the benefits of this option and it as noted that the Kootenay Connector is well-used, and it was;

Moved: Director Crockett

Seconded: Director Worley

September 16, 2014

That the East End Services Committee approve the expansion of Saturday Conventional Transit service to improve Route 99 - Kootenay Connector Service, for a local share cost of \$11,800 and 230 expansion hours subject to the City of Castlegar and the RDCK confirming that approval, and further, should the partners confirm their approval, that staff be directed to allocate the necessary funds in the 2015 Financial Plan.

Carried.

(Directors Cacchioni and Danchuk opposed)

**T. Martin-Fire Chief's Monthly Report  
Activity Statistics May-August 2014**

A report from T. Martin, Fire Chief, Kootenay Boundary Regional Fire Rescue (KBRFR) regarding the Kootenay Boundary Regional Fire Rescue activity statistics for the Kootenay Boundary Regional Fire Rescue Service for the period May - August, 2014 was presented.

Moved: Director Granstrom      Seconded: Director Cacchioni

That the report from T. Martin, Fire Chief, Kootenay Boundary Regional Fire Rescue (KBRFR) regarding the Kootenay Boundary Regional Fire Rescue activity statistics for the Kootenay Boundary Regional Fire Rescue Service for the period May - August, 2014 be received.

Carried.

**T. Martin - Sept. 12/14  
re: Kootenay Boundary Regional Fire Rescue Training Centre Update**

A staff memorandum from Fire Chief Terry Martin on the proposed regional fire training center was presented.

Moved: Director Worley      Seconded: Director Cacchioni

That the staff memorandum from Kootenay Boundary Regional Fire Rescue Chief Terry Martin on the proposed regional fire training center be received.

Carried.

There was a discussion regarding the proposed training centre that would have an average cost of approximately \$500,000.

September 16, 2014

Funding options through the Columbia Basin Trust to assist with the overall costs are being pursued and meetings with potential interested partners including Teck Metals Ltd. continue to take place.

Director Granstrom expressed concerns with the escalating costs of the Service.

Further discussions by the Committee on this matter will take place during 2015 Budget deliberations.

To prepare for, and in advance of, Budget deliberations the Committee members requested that the following information be provided:

Summary of training costs over the last 5 years

What is the benefit of a local training centre?

How will a training centre improve the Service?

More detailed information regarding design, actual construction and operations and maintenance costs as well as costs for staffing the facility.

Official confirmation / communication from potential partners that they are willing to participate.

Who will operate and manage the facility? The current KBRFR staff, potential partners or others?

Information respecting the fire training centre in Nelson.

Are there other training centers in addition to Nelson in our Region? Can KBRFR fire fighters be trained there? What type of training takes place at the Nelson and or other training centres?

Could a possible training centre in our local area work in conjunction with a training centre in Nelson or another nearby location?

Would a training centre be more of a cost than a benefit?

Moved: Director Granstrom

Seconded: Director Crockett

That the East End Services Committee deny further investigation into a KBRFR Training Centre. **FURTHER** that the matter be removed from the table and that the Committee not proceed with future discussions.

Defeated

(Chair Grieve, Directors Cecchini, Danchuk, Cacchioni and Worley opposed)

### **Late (Emergent) Items**

There were no later emergent items to discuss.

September 16, 2014

The late item; East End Economic Development Service Agreement was moved to the front of the agenda.

**Discussion of items for future agendas**

There were no items for future agendas discussed.

**Question Period for Public and Media**

A question period was not required.

**Closed (In camera) Session**

A closed meeting was not required.

**Adjournment**

There being no further business, it was;

Moved: Director Cacchioni

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

Carried.

TL

September 16, 2014



## **Finance Committee**

### **Minutes**

**Thursday, September 18, 2014  
RDKB Board Room, Trail, BC**

**6:00 p.m.**

#### **Directors Present**

Director M. Rotvold, Chair  
Director B. Taylor  
Director N. Kettle  
Director G. McGregor  
Director B. Baird  
Director J. Danchuk  
Director R. Cacchioni  
Director B. Crockett  
Director G. Granstrom  
Director A. Grieve - via teleconference  
Director L. Worley

#### **Staff Present:**

B. Burget, General Manager of Finance  
T. Lenardon, Manager of Corporate Administration/Recording Secretary  
J. MacLean, Chief Administrative Officer

#### **CALL TO ORDER**

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

**ADOPTION OF AGENDA (ADDITIONS/DELETIONS)**

The agenda for the September 18, 2014 meeting of the Regional District of Kootenay Boundary Finance Committee was presented.

Moved: Director Worley

Seconded: Director Cacchioni

That the agenda for the September 18, 2014 meeting of the Regional District of Kootenay Boundary Finance Committee be received as presented.

Carried.

**ADOPTION OF MINUTES**

The minutes of the Finance Committee meeting held May 28, 2014 were presented.

Moved: Director Cacchioni

Seconded: Director Kettle

That the minutes from the Finance Committee meeting held May 28, 2014 be approved as presented.

Carried.

**DELEGATIONS**

There were no delegates in attendance.

**UNFINISHED BUSINESS**

There was no unfinished business to discuss.

**NEW BUSINESS**

**B. Burget - Sept 12/14**

**re: Memorandum - 2015 Budget & Five Year Financial Plan**

A Memorandum from Beth Burget, General Manager of Finance regarding the 2015 Budget and the 2015-2019 Five Year Financial Plan was presented.

Moved: Director Crockett

Seconded: Director Danchuk

That the Memorandum from Beth Burget, General Manager of Finance, regarding the 2015 Budget and the 2015-2019 Five Year Financial Plan be received.

Carried.

The Committee members reviewed the issues relating to the 2015 Budget and Financial Plan and they discussed the following increases:

1. 2% CUPE Collective Agreement in 2014, 2015 and 2016
2. Outstanding issues with regards to the International Firefighters Association (IFFA) 2012-2014 arbitrated settlement rates
3. 1.40% inflation over the previous 12 months
4. Deferred 2014 capital projects recommended to be included in the 2015-2019 Financial Plans.

Managers have been given direction to use a zero increase in their annual requisitions when drafting their Budget assumptions and to provide information on the consequences this may have on the services.

The Committee discussed the 99.5% arbitrated settlement rates for the IFFA Agreement. Several Directors expressed concerns with this rate and inquired as to when different bargaining options regarding salary could take place. It was also suggested that other firefighting options be reviewed.

Staff explained that the three-year arbitrated settlement is a parity clause tied to the Vancouver Firefighters Local 18 rate and that is difficult to reach a different outcome as the *Fire and Police Services Collective Bargaining Act* does not consider local conditions. The current Agreement with the KBRFR Firefighters expires December 2014. Before moving forward with local negotiations, Staff must wait for the outcome of the current negotiations between the Vancouver Firefighters Local 18 and the City of Vancouver.

After further discussion, it was;

Moved: Director McGregor

Seconded: Director Baird

That the Finance Committee directs the RDKB Managers to use a 1% increase in their annual requisition when developing their 2015 Budget and 2015-2019 Five Year Financial Plan estimates.

Defeated.

(Directors Baird, Worley, Danchuk, Crockett, Granstrom, Taylor, and Kettle opposed)



Moved: Director Granstrom

Seconded: Director Kettle

That the Finance Committee directs the RDKB Managers to use a 0% increase in their annual requisition, while maintaining the current level of service, when developing their 2015 Budget and 2015-2019 Five Year Financial Plan estimates and to also provide information on the impact this may have on the RDKB services.

Carried.

(Director McGregor opposed)

**B. Burget - Sept. 11/14**  
**re: Auditor Report - Audit Deficiencies**

A staff report from Beth Burget, General Manager of Finance, regarding L. Soligo & Associates Ltd. 2013 audit deficiencies was presented.

Moved: Director Granstrom

Seconded: Director Baird

That the staff report from Beth Burget, General Manager of Finance, regarding L. Soligo & Associates Ltd. 2013 audit deficiencies be received.

Carried.

Director Granstrom complimented and thanked the Finance Department for the work that has been undertaken in this matter.

**Discussion Item**  
**re: Participation in FCM & UBCM Events**

**FCM Kootenay Booth**

Chair Rotvold advised that the feedback that has been received respecting the Kootenay Booth that was on display at the 2014 FCM has been very positive and that the Booth continues to be successful providing a high level of exposure at both the FCM and the UBCM events.

The Committee discussed the Budget implications due to participation in future FCM and UBCM activities, including participation in the Kootenay Booth.

Chair Rotvold advised that the RDKB partners in these events with the Columbia Basin Trust, Columbia Power and the Regional Districts of Central Kootenay and East Kootenay.

Director Granstrom noted his concerns with costs to the Budget and with making decisions respecting funding such events and activities outside of the full Budget being presented for deliberation, and it was;

Moved: Director McGregor      Seconded: Director Worley

That the Finance Committee recommends to the Regional District of Kootenay Boundary Board of Directors that up to \$10,000 be allocated in the Financial Plan to cover the costs for participating in FCM and UBCM events including participation in the Kootenay Booth(s) in 2015. **FURTHER** that this matter be discussed in more detail with possible adjustments during Budget deliberations.

Carried.

(Director Granstrom opposed)

Moved: Director Cacchioni      Seconded: Director Crockett

That the Finance Committee recommends to the Regional District of Kootenay Boundary Board of Directors that correspondence be forwarded to Columbia Power thanking the Company for providing financial assistance of \$5,000 and for the services and assistance of Audrey Repin, Director, Stakeholder and External Relations at the FCM Kootenay Booth.

Carried.

## **2. Future RDKB Board Involvement at FCM**

Director McGregor advised that she and Director Taylor, Chair, Delegation Education Committee have been discussing the benefits of future participation by the overall Board of Directors at the FCM. A review of funding presently available in the Committee Budget for this purpose and the benefits of all Board members attending the FCM for educational purposes have also been discussed.

Formal discussions regarding this matter will take place at future Delegation Education Committee meetings and will be brought forward to the Finance Committee during Budget deliberations.

**LATE (EMERGENT) ITMES**

There were no late items to discuss.

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

1. 2015 Budget and Financial Plan requisition estimates.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

A question period was not required.

**CLOSED (INCAMERA) SESSION**

A closed meeting was not required.

**ADJOURNMENT**

There being no further business, it was;

Moved: Director Danchuk

That the meeting be adjourned (time: 6:50 p.m.).

Carried.

TL



**POLICY TITLE: Columbia Basin Trust Board Appointment**

**APPROVAL DATE: September 24, 2009**

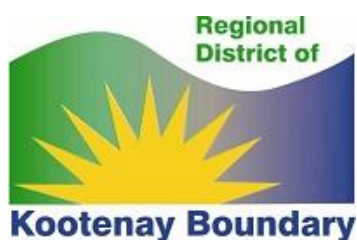
**DATE OF REVIEW:**

**Policy:** The Regional District of Kootenay Boundary (RDKB) has the authority to appoint a representative to the Columbia Basin Trust (CBT) Board to represent the interests of the Board.

**Purpose:** To establish a process for the appointment of a representative to the Columbia Basin Trust Board.

**Procedure:** The appointment of a representative to the CBT Board shall follow the following procedure:

- The RDKB shall advertise, on its website and in local publications, for applications for appointment to the Columbia Basin Trust.
- Successful applicants shall exhibit the following traits, qualifications or experiences:
  - Be a current resident of the east end (Areas A or B, Rossland, Warfield, Trail, Montrose or Fruitvale) for at least 5 years.
  - Have a proven background in policy development on governing boards, councils or societies.
  - Have a proven background in successfully and effectively reporting back to constituent groups.
  - Have knowledge and understanding of the Columbia Basin's cultural, social and economic communities.
  - Be prepared to dedicate considerable time to research and study of issues, consultation, meetings and the requisite travel.
  - Understand that much the Columbia Basin Trust's activities take place during the work week.
  - Have knowledge of budget principles and procedures.
  - Have the ability to understand financial statements.
- The RDKB Board of Directors, in its sole discretion, reserves the right to extend the term of the appointee for one additional term.



## STAFF REPORT

**Date:** 05 Aug 2014

**File**

ES Administration -  
Water

**To:** Chair McGregor and Board  
Members

**From:** Bryan Teasdale, Manager of  
Infrastructure and Sustainability

**Re:** Anaconda Water System Assessment

### Issue Introduction

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda.

### History/Background Factors

Currently, the infrastructure of the Anaconda water system is not owned by any level of government. The water system is operated and maintained by the City of Greenwood and funded (partially or wholly) by utility fees that are collected from the residents of Anaconda. Due to the fact that the Anaconda Water System has different associated costs than the Greenwood Water System, it is possible that the City may be subsidizing Anaconda in some way/fashion.

As a result, in 2013 the City of Greenwood requested the RDKB undertake a study assessment of the Anaconda Water system to review the existing infrastructure; recommendations for upgrades required to the system; preparation of a financial plan to fund operations, maintenance and capital expenditure, and a discussion regarding a possible/suitable ownership model for the system. The intention of the proposed financial plan and ownership model is to treat the Anaconda system as a fully independent operation (i.e. RDKB Localized Service Area), which is to be fully reliant upon generating its own resources to offset both current and future expenditures.

In conjunction with City of Greenwood Council and Staff, the attached draft report has now been completed.

**Implications**

If the Anaconda Water System were to see a change of ownership to the RDKB, based on the financial modelling presented within the draft assessment report, it is expected that the current water users would see a significant increase in annual fees (approximately 220%). This increase is directly related to the current users of the system financing 100% of the required capital upgrades to the current system, which has been identified at approximately \$940,000.

**Advancement of Strategic Planning Goals**

N/A

**Background Information Provided**

1. Anaconda Water System Assessment Draft Report

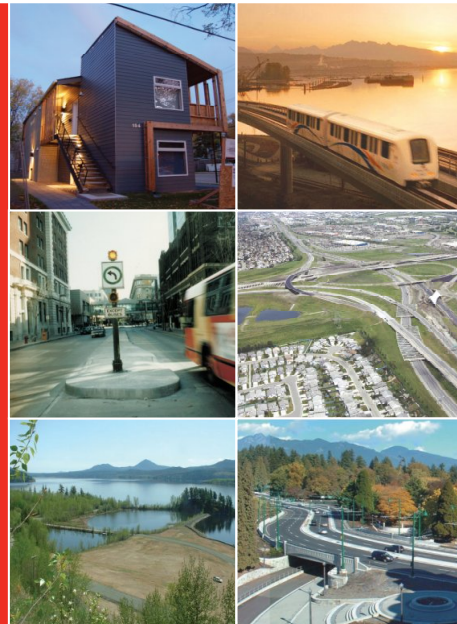
**Alternatives**

1. Receive the Report.
2. Receive the Report and provide further direction.
3. Not to Receive the Report.

**Recommendation(s)**

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, be received.

MMM Group Limited



## Anaconda Water System Assessment

Prepared for: Regional District of Kootenay  
Boundary

COMMUNITIES  
TRANSPORTATION  
BUILDINGS  
INFRASTRUCTURE



August 2014

## TABLE OF CONTENTS

<b>1.0</b>	<b>EXECUTIVE SUMMARY .....</b>	<b>1</b>
1.1	Background .....	1
1.2	Existing System.....	1
1.3	Recommendations .....	2
<b>2.0</b>	<b>INTRODUCTION .....</b>	<b>3</b>
2.1	Asset Management .....	3
<b>3.0</b>	<b>EXISTING WATER SYSTEM.....</b>	<b>4</b>
3.1	Water Supply and Storage .....	4
3.2	Water Distribution .....	4
3.3	Pipe Age and Condition.....	5
3.4	Water Usage.....	6
3.5	System Hydraulics .....	6
3.6	Fire Protection .....	7
<b>4.0</b>	<b>RECOMMENDED INFRASTRUCTURE UPGRADES.....</b>	<b>8</b>
<b>5.0</b>	<b>OWNERSHIP.....</b>	<b>10</b>
<b>6.0</b>	<b>FINANCIAL PLAN.....</b>	<b>11</b>
6.1	Utility User Fee .....	11
6.2	Capital Charge .....	12
6.2.1	Capital Charge Rate Structure Analysis .....	12
6.3	Rate Structure Summary .....	13
<b>7.0</b>	<b>CONCLUSIONS .....</b>	<b>14</b>
<b>8.0</b>	<b>RECOMMENDATIONS .....</b>	<b>15</b>

## APPENDIX A – RATE STRUCTURE ANALYSIS

Regional District of Kootenay Boundary | Anaconda Water System Assessment  
 MMM Group Limited | August 2014

i



**STANDARD LIMITATIONS**

This report was prepared by MMM Group Limited (MMM) for the account of The Regional District of Kootenay Boundary (the Client). The disclosure of any information contained in this report is the sole responsibility of the client. The material in this report reflects MMM's best judgment in light of the information available to it at the time of preparation. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. MMM accepts no responsibility for damages, if any, suffered by a third party as a result of decisions made or actions based on this report.

## 1.0 EXECUTIVE SUMMARY

### 1.1 Background

MMM Group Limited (MMM) has been retained by the Regional District of Kootenay Boundary (RDKB) to prepare an assessment of the existing potable water distribution system for the unincorporated area of Anaconda, British Columbia. The objective of this report is to provide a strategic short and long-term planning tool for identifying and implementing water system improvements.

The Master Plan analyzes the current deficiencies in the water system, and provides recommendations for infrastructure upgrades. The Master Plan also contains a financial review, which addresses the utility's ownership, revenue and expenditures, in order to ensure a financially stable utility. The financial review includes a rate structure analysis which compares various funding scenarios and a recommended rate structure.

In this respect, the financial plan can be thought of as a phased planning approach with Phase I being the current short-term capital improvement plan (0-5 year system needs) and Phase II encompassing longer (5-20 year) planning horizons.

### 1.2 Existing System

The area of Anaconda is located within the RDKB directly south of the City of Greenwood. The Anaconda water system provides service to 49 units and approximately 100 residents. Water supply is provided to the area from wells within Greenwood via a single-feed watermain. Based on the findings of the Greenwood Water Master Plan 2010 (Master Plan), it is understood that the Anaconda system is adequate to meet domestic supply demands but cannot provide the required fire flows. This is due to the single-feed watermain, as well as an undersized system composed of dead-end mains without internal looping. Furthermore, a lack of asset management and capital investment has led to the deterioration of the system over the last 50 years. Most of the infrastructure is nearing or exceeding its life expectancy. In addition, there are known health concerns with the materials of some of the pipes that are currently in place. As such, it is evident that this system is in need of significant upgrades.

Currently, the infrastructure of the Anaconda water system is not owned by any level of government. The system is operated and maintained by the City of Greenwood and funded (partially or wholly) by utility fees that are collected from the residents of Anaconda. Due to the fact that the Anaconda system has different associated costs than the Greenwood system, it is possible that Greenwood may be subsidizing Anaconda in some way. The intention of the proposed financial plan and ownership model is to treat the Anaconda system as a fully independent utility, which is to be fully reliant upon generating its own revenues to offset expenditures.

### 1.3 Recommendations

Based upon our review and analysis of the Anaconda Water System, MMM recommends that:

- ▶ An adequate level of Asset Management be employed now and in the future to ensure that the Anaconda water system is operating in a sustainable manner;
- ▶ The RDKB take ownership of the Anaconda water system and enter into an agreement with Greenwood for Greenwood to provide operation and maintenance (O&M). RDKB is to collect suitable revenue from the residents of Anaconda to fund Anaconda's share of the O&M costs of the overall system and to ensure that long term capital reserves are established for replacement of the ageing infrastructure. This agreement should also specify a maximum volume of water that Greenwood is required to provide to Anaconda;
- ▶ Infrastructure upgrades to the existing system be performed as outlined in this report. These upgrades include the following:
  - Replacement of the woodstave watermain crossing of Highway 3\*;
  - Disconnecting the existing irrigation main from the potable system;
  - Replacement of the mainline watermain feed from Greenwood;
  - Installation of a water meter and check valve on the mainline feed from Greenwood;
  - Looping at the south end of the system; and
  - Eventual replacement of the remainder of the water system, which currently includes galvanized iron pipe, asbestos cement pipe and plastic (PVC/PE) pipe.

\*MMM can find no records indicating that this wood stave pipe was ever replaced. Test pitting should be performed to confirm.

Costs and timing of the upgrades are further discussed in the report;
- ▶ A revised rate structure be employed to ensure that the residents of Anaconda are wholly funding the O&M of the Anaconda system. A recommended rate structure is included in the report; and
- ▶ The RDKB seek out senior government grant funding opportunities so that improvements can be completed with less financial impact to the Anaconda rate payers.

## 2.0 INTRODUCTION

The Regional District of Kootenay Boundary (RDKB) has retained MMM Group Limited (MMM) to prepare a Financial Master Plan to analyze the operation of the Anaconda water utility. The intention of the report is to ensure a financially sustainable water utility that provides an acceptable level of service to its customers. The subsequent sections of this report provide the following:

- ▶ A description of the existing water distribution system;
- ▶ An analysis of the system as it relates to current servicing levels;
- ▶ Recommendations for infrastructure upgrades;
- ▶ A review of historical revenue and expenditure for the water utility;
- ▶ An analysis of the ownership model for the water utility; and
- ▶ An analysis of the funding of future O&M and capital improvements.

### 2.1 Asset Management

The operation and maintenance of infrastructure is generally the responsibility of the local government that maintains ownership. The costs associated with this are primarily funded by utility fees and/or taxes. In the case of the Anaconda water system, the infrastructure is not owned by a local government; however it is operated and maintained by the City of Greenwood and funded (partially or wholly) by utility fees from the residents of Anaconda.

The concept of asset management, as it relates to municipal infrastructure, is a balance between providing an acceptable level of service while minimizing financial implications. This involves:

- ▶ The analysis of existing infrastructure as it relates to current and future servicing demands;
- ▶ The comparison of long term maintenance costs of ageing infrastructure versus the costs for replacement. At a certain point, the cost of ongoing maintenance will out-pace the replacement costs; and
- ▶ The balancing of revenues and expenditures for the system.

Based on our review and understanding of the existing Anaconda water system, it is evident that the majority of the infrastructure is undersized and nearing its life expectancy. We expect that replacements and/or upgrades will be required in the near future. The costs, timing, and funding of this work is discussed further in this report.

## 3.0 EXISTING WATER SYSTEM

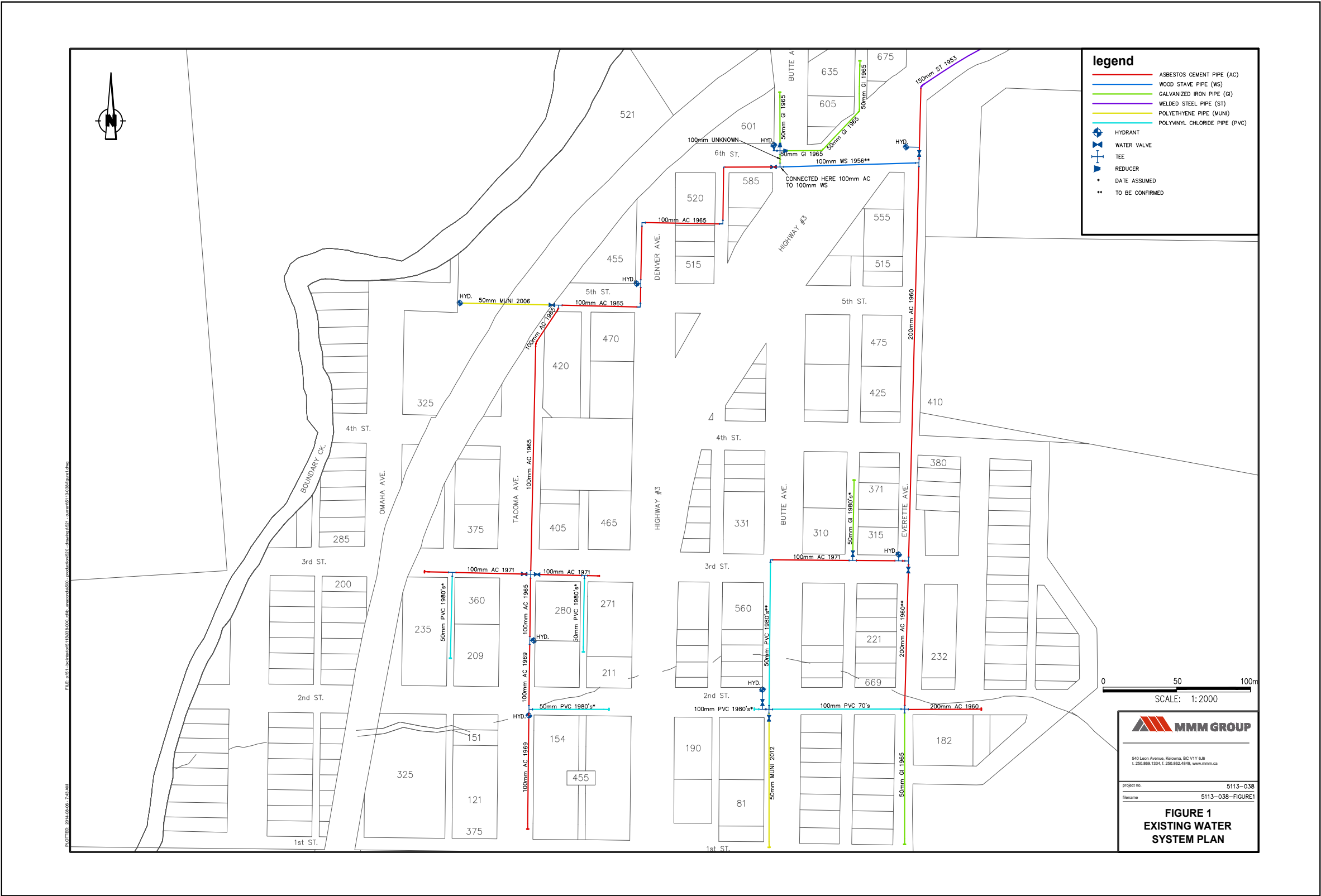
### 3.1 Water Supply and Storage

The water supply for Anaconda originates from three wells within the City of Greenwood, which is located directly to the north. According to Greenwood's Water Master Plan prepared by CTQ Consultants Ltd. for the City in 2010, the available water supply is adequate to meet the current demands. The Master Plan indicates that the water supply is currently untreated. Although there is minimal concern with water quality, there are recommendations in the Master Plan to implement better means of source protection. It is our understanding that the source protection improvements are currently being undertaken, beginning Fall of 2013. Water from the three wells is pumped to a concrete reservoir at the northeast end of the City. According to Greenwood's Water Master Plan, the reservoir does not have sufficient volume to provide equalization, emergency and fire flow storage. There is also believed to be a connection to the potable water system from an irrigation reservoir in the southeast corner of Anaconda. This cross-connection is a potential major health concern.

### 3.2 Water Distribution

Water is conveyed from the reservoir to the distribution network via a 250mm diameter watermain. An 800m long, single-feed, 150mm (6 inch) diameter watermain connects the south end of the Greenwood distribution network to the Anaconda system. The community of Anaconda is very sparsely populated, with most of the lots remaining undeveloped and unoccupied. Within Anaconda, the water distribution network is very simple, with two dead-end mains branching off the 150mm single-feed main. Each of these mains has additional dead-ends feeds branching off to service lots as necessary. As such, there is an obvious lack of looping within the Anaconda water system.

The majority of the infrastructure within the Anaconda system is undersized and nearing its life expectancy. Watermains range in size from 50mm (2 inches) to 200mm (8 inches). The original system is believed to have been constructed in 1905 and consisted of wood stave piping. This system has been completely removed or abandoned, and replaced with new pipes. The current system is composed primarily of asbestos cement pipe (AC), with some galvanized iron, welded steel, plastic (PVC/PE), as well as one section of woodstave pipe crossing Highway 3 at the north end of town. These pipes age from the mid-1950's to as recent as 2012. Figure 1 illustrates the existing Anaconda water system including pipe size, material, and date of installation. A detailed description of the existing watermains is provided in Section 3.3. Please note that the information presented is to the best of our understanding. Based on our review of the available records of watermain mapping, it is expected that there may be some missing information. MMM can find no records indicating that the remaining section of wood stave pipe was ever replaced. It is also believed that the section of 200mm AC watermain on Everett Avenue between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street may have been removed. As a result it is expected that the 50mm PVC watermain on Butte Ave was extended between 2<sup>nd</sup> and 3<sup>rd</sup>. Test pitting should be performed to confirm all of the assumptions above. It is understood that there are existing gas mains within the Anaconda area. Utility locates should be performed prior to any construction.



### 3.3 Pipe Age and Condition

Below is a table based on our review of the existing Anaconda water system that summarizes pipe size, material and age:

Material	Size	Length	Date Installed
Asbestos Cement (AC)	200mm (8")	450	1960
Asbestos Cement (AC)	100mm (4")	585	1965
Asbestos Cement (AC)	100mm (4")	210	1971
Galvanized Iron (GI)	50mm (2")	210	1965
Galvanized Iron (GI)	50mm (2")	50	Mid-1980's
Polyethylene (Muni)	50mm (2")	160	2006-2012
Polyvinyl Chloride (PVC)	100mm (4")	110	1970's
Polyvinyl Chloride (PVC)	50mm (2")	280	1980**
Welded Steel (WSP)	150mm (6")	800*	1953
Wood Stave (WS)	100mm (4")	95	1956

\*Mainline feed from Greenwood to Anaconda

\*\* Date assumed

With the exception of the plastic pipe, and some newer galvanized iron pipe, the majority of the infrastructure in the Anaconda system is currently in the range of 50 years old. As noted in the Master Plan, the life expectancy of a water system is approximately 60 years; however, different materials and components will have varying expectancies. The table below illustrates the generally accepted life cycles of the materials observed in the Anaconda system.

Material	Life Expectancy
Asbestos Cement (AC)	60 years
Galvanized Iron (GI)	60 years
Polyethylene (Muni)	100 years
Polyvinyl Chloride (PVC)	100 years
Welded Steel (WSP)	80 years
Wood Stave (WS)	40 years

Based on the information above, the majority of the infrastructure in the Anaconda system is nearing or has exceeded its life expectancy. This would suggest that it likely requires replacement. The Master Plan suggests that there is likely significant leakage within the overall system and it is expected that this applies to the Anaconda area as well. Specifically, it is expected that the galvanized iron pipes within the system are a major source of leakage. Galvanized iron pipe is also not recommended for new watermain installations due to health concerns. As noted above, the majority of the Anaconda system is composed of Asbestos Cement (Transite) pipe. This material was used extensively for domestic water systems during the mid-1900's. Its use was discontinued in the 1980's due to health perceptions with asbestos-containing products.

### 3.4 Water Usage

The population of Anaconda is approximately 100 people. Based on the per capita flow rates applied in the Master Plan, the theoretical water demands for Anaconda are as follows:

- ▶ Average Daily Flow: 900 L/cap/day = 90 m<sup>3</sup>/day (19,800 gpd)
- ▶ Peak Daily Flow: 2,400 L/cap/day = 240 m<sup>3</sup>/day (52,800 gpd)
- ▶ Peak Hourly Flow: 4,000 L/cap/day = 17 m<sup>3</sup>/hour (3,670 gph)

There is currently no means of metering the amount of water that is supplied to the Anaconda system. Metering is a good way of determining usage and leakage, as well as encouraging conservation.

### 3.5 System Hydraulics

In our review of the system hydraulics, we have utilized the following generally accepted design criteria, which are in agreement with those used in the Master Plan:

- ▶ Pressure Ranges:
  - Maximum Pressure: 700 kPa (100 psi)
  - Minimum Residual Pressure under normal conditions: 280 kPa (40 psi)
  - Minimum Residual Pressure under fire flow conditions: 140 kPa (20 psi)
- ▶ Velocity Ranges:
  - Maximum Velocity under normal conditions: 2 m/s
  - Maximum Velocity under fire flow conditions: 4 m/s
- ▶ Fire Flow Requirements:
  - Single Family Residential: 60 L/s
  - Multi-family Residential, Commercial: 90 L/s
  - Industrial: 200 L/s
- ▶ Hydrant Spacing:
  - Residential: 150m
  - Commercial, Industrial: 90m



The overall water network is comprised of one pressure zone, in which Anaconda is located at the lower end of the elevation range. As such, static pressure within the network is highest within the Anaconda system (as much as 95 psi per the Master Plan). The Master Plan concludes that residential demands for Anaconda can be provided while maintaining acceptable pressure ranges. However, based on the water network model prepared for the Master Plan, sufficient fire flows cannot be provided to the Anaconda area while maintaining the required minimum residual pressure of 20 psi. It is expected that this is due primarily to the single-feed 150mm diameter watermain between Greenwood and Anaconda (approximately 800m). A lack of fire flows is further restricted by the small diameter, dead-end watermain within the Anaconda system.

### **3.6 Fire Protection**

Anaconda is within the City of Greenwood's fire protection boundary, however both the storage and distribution system are inadequate with respect to providing fire protection to Anaconda. As such, it is expected that the residents of Anaconda would pay inflated home insurance premiums with respect to fire damage. The provision of adequate fire protection through infrastructure upgrades could result in significant savings for Anaconda residents on their insurance premiums.

## 4.0 RECOMMENDED INFRASTRUCTURE UPGRADES

Based on our review and understanding of the Anaconda water system, it is evident that the infrastructure is undersized and is nearing or has exceeded its life expectancy. In general, the system consists primarily of dead-end mains and does not have watermain looping to provide robustness and redundancy. A lack of looping can also create health concerns due to stagnation of water in dead-end mains. As per the Master Plan, it is expected that the system is sufficient to provide domestic water demands, but not the required fire flows. As such, it is recommended that the entire Anaconda system be replaced and/or upgraded, in the fullness of time. This can be done in stages as summarized below and as shown on Figure 2:

1. Replacement of the watermain crossing Highway 3: It is believed that the existing crossing is woodstave pipe, installed in 1956. This should be verified, and if confirmed the crossing should be replaced. This involves the elimination of approximately 95m of 100mm (4") woodstave pipe and replacement with a new, larger watermain (sizing to be determined by water modelling). As this is a Numbered Provincial Highway, the construction may have to be done by directional drilling. Assuming a unit rate of \$500/l.m. of watermain, this project would have an estimated cost of approximately \$47,500. This upgrade should be undertaken as soon as possible to avoid the possible disruption of service in the event that the existing woodstave pipe fails.
2. Replacement of the Galvanized Iron Pipe at the north end of Anaconda: This involves the elimination of approximately 125m of galvanized iron pipe and replacement with a new, larger main (sizing to be determined by water modelling). Utilizing the unit rate for replacement of \$300/l.m. of watermain (including pavement restoration) as established in the Master Plan, this project would have an estimated cost of approximately \$37,500. The existing galvanized iron pipe in this area is known to be in poor condition and has had issues in the past that resulted in disruption of service to the adjacent properties. As such, this upgrade should be undertaken as soon as possible.
3. Disconnection of the irrigation feed: As noted above, the cross-connection of the irrigation system with the potable water system is a major concern. This project involves locating this connection and removing it to separate the two systems. This upgrade has an estimated cost of \$15,000 and should be undertaken as soon as possible.
4. Replacement of the mainline water feed from Greenwood: This involves the elimination of approximately 800m of 150mm (6") welded steel pipe and replacement with a new, larger watermain (sizing to be determined by water modelling). Utilizing the unit rate for replacement of \$300/l.m. this project would have an estimated cost of approximately \$240,000. This main originates from within Greenwood and provides service to numerous units in Greenwood. As such, both Greenwood and Anaconda would receive benefit from an upgrade to this main and should share in the cost. The nature of this cost sharing will be determined between the RDKB and Greenwood. For the purpose of this report, the entire cost has been carried. This upgrade should be undertaken as soon as possible to provide a more robust water supply to the south end of



Greenwood and to Anaconda. It should be noted that this upgrade was identified and accounted for in the Greenwood Water Master Plan. The Master Plan recommended that the existing 150mm watermain be twinned with a 200mm watermain, which is another option to full replacement.

5. Installation of a water meter and check valve on the mainline feed from Greenwood: This should be done in order to monitor the amount of water being supplied to the Anaconda system and to protect the Greenwood system from any potential cross contamination from the Anaconda system. This project has an estimated cost of \$30,000 and could likely be undertaken in conjunction with the replacement of the mainline feed.
6. Looping at the south end of the system: This involves the construction of a new watermain across Highway 3 to connect the two dead-end mains and provide looping to the system. This watermain would be approximately 100m in length (sizing to be determined by water modelling) and should shortly follow the replacement of the mainline feed. As this is a crossing of a Numbered Provincial Highway, the construction may have to be done by directional drilling. Assuming a unit rate of \$500/l.m. of watermain, this project would have an estimated cost of approximately \$50,000.
7. Replacement of the remaining Galvanized Iron Pipe: This involves the elimination of approximately 135m of existing 50mm (2") galvanized iron pipe and replacement with new, larger watermain (sizing to be determined by water modelling). Using the rate of \$300/l.m. this project has an estimated cost of approximately \$40,500. As noted above, it is suspected that the galvanized iron pipe is a major contributor to leakage in the system and is a health concern. As such, this upgrade should be done as soon as possible.
8. Replacement of the Asbestos Cement Pipe: This involves the elimination of approximately 1,200m of asbestos cement pipe and replacement with new, larger watermain (sizing to be determined by water modelling). The asbestos cement pipe ranges in size from 100-200mm (4-8") and was constructed primarily in the 1960's. Using the rate of \$300/l.m. this project has an estimated cost of approximately \$360,000. This should be completed in the next 10 years, prior to the end of the life expectancy of the asbestos cement pipe.
9. Replacement of the remainder of the Anaconda water system: In the fullness of time, all of the existing watermain within the system should be replaced and upsized. The remainder of the watermain in the system are plastic (PVC/PE) and are well within their life expectancy. However, it is expected that these pipes are undersized with respect to providing fire flows. Based on a length of 550m for the remainder of the system, this upgrade would have an approximate cost of \$165,000. This should be completed within the next 20 years.

In undertaking the above noted upgrades, consideration should be given to replacing existing fire hydrants and providing additional hydrants to supplement the existing hydrant coverage and improve fire protection. It should be noted that all costs, itemized above, are in current (2014) dollars and include restoration. If watermain projects are paired with road upgrades it is expected that the cost of restoration (approximately half of the total cost) could be covered by the roads budget.

## 5.0 OWNERSHIP

As noted above, the City of Greenwood currently manages and operates the Anaconda water system but does not own it. The intention of this report is to identify the most suitable long-term ownership model for operating and maintaining the system in the future. Below is a description of various options for ownership models:

- ▶ **Status Quo (Anaconda Water Utility un-owned, operated and maintained by Greenwood):** This is the current ownership model in place in which the infrastructure is not owned by any level of government and all O&M is undertaken by Greenwood. In this model, costs for the Anaconda system are funded (partly or wholly) by utility fees paid by the residents of Anaconda to the City of Greenwood. Continuing with this model would be the simplest approach; however it is likely that the City of Greenwood is currently subsidizing Anaconda as administration relating to the water utility is funded by taxes paid by Greenwood residents.
- ▶ **Anaconda remains in the RDKB, but Greenwood takes ownership of the water system:** In this model, Greenwood would have ownership of the overall system, part of which would be located within a different district. Greenwood would continue to maintain and operate the system as it does today, with a more inherent responsibility. The potential for Greenwood to subsidize Anaconda would still exist.
- ▶ **Anaconda becomes part of Greenwood and Greenwood takes ownership of all infrastructure:** In this model, Greenwood would have ownership of the overall system and continue with O&M. The residents of Anaconda would pay water fees and taxes to Greenwood to fund O&M and administrative costs.
- ▶ **RDKB takes ownership of the Anaconda system and provides O&M:** In this model, RDKB would take ownership of the Anaconda system and would collect utility fees from the residents. The revenue from the utility fees would have to fully fund all O&M expenses for the Anaconda system, thus eliminating the subsidy issue. However, this would result in two different entities (RDKB and Greenwood) being responsible for O&M for different parts of the same system. Although this is may be an equitable solution, it is inherently more complicated, and would likely result in higher overall O&M costs.
- ▶ **RDKB takes ownership of the Anaconda system and enters into an agreement with Greenwood for Greenwood to provide O&M:** In this model, RDKB would take ownership of the system and would collect utility fees from the residents. The revenue from the utility fees would be used to pay Greenwood for Anaconda's share of the O&M and administration costs for the water system, thus eliminating the subsidy issue. This is a relatively simple and equitable approach and is our recommended ownership model. Under this ownership model, there would have to be an agreement in place between the two parties to outline the terms and conditions of the arrangement. This agreement should cover the various fees, and the responsibilities of each party. It should include a maximum volume of water that Greenwood is required to provide to Anaconda to protect against excessive growth in the future.

## 6.0 FINANCIAL PLAN

The objective of the financial plan is to ensure that the fee recovery strategy (water rates, taxes, etc.) is sufficient to fund the anticipated costs for the system (O&M, required infrastructure upgrades, and associated administrative costs). The financial analysis will provide a long-term projection (20 years) to address the financial impact of maintaining the Anaconda water system.

The intention of the analysis is to treat the Anaconda system as a fully independent utility, which is to be fully reliant upon generating its own revenue to offset expenditures. Currently, revenues collected from both areas jointly fund the overall system (Greenwood and Anaconda). Residents of Greenwood and Anaconda pay identical water utility rates, which cover O&M costs; however, the O&M costs for the two systems may not be proportionate to their respective revenues. In addition, it is understood that the administrative costs for managing the Anaconda utility are funded by taxes collected from Greenwood property owners. As such, it is likely that Greenwood is subsidizing the Anaconda water system.

Based upon the recommended ownership model discussed in Section 5.0, RDKB would collect utility fees from the residents of Anaconda to cover O&M of the system. Furthermore, an additional Capital Charge would be collected to fund capital expenditures. This two part rate structure is further discussed below.

### 6.1 Utility User Fee

As noted above, under the proposed ownership model, the RDKB would collect a utility fee from all users of the water system. This user fee would be made up of two components as follows:

- ▶ Base User Fee which is paid to Greenwood to cover:
  - O&M costs including the Anaconda system and Greenwood's 'trunk' supply system.
  - Administrative costs that are incurred by Greenwood in running the Anaconda system and Greenwood's 'trunk' supply system.
  - Capital expenditures for improvements to the Greenwood system that have some benefit to Anaconda.
- ▶ Allowance Amount which is retained by RDKB to cover its administrative costs.

The amount of the base user fee is to be determined by negotiation between Greenwood and the RDKB and should be based on the actual costs for operating and maintaining the Anaconda system and Greenwood's trunk supply system. Based upon Greenwood's 2013 utility rate of \$292.25 per unit, we expect the base fee to be in the range of \$300-\$350 per unit. We expect that an Allowance Amount of 15% of the Base User Fee (approximately \$50 per unit) should be sufficient to cover RDKB's administrative costs. This would result in a total user fee of \$350-\$400 per unit.

## 6.2 Capital Charge

In addition to the Base User Fee, the RDKB would collect a Capital Charge to cover the costs of capital expenditures. This charge would be applied to all parcels within the water utility service area, whether they currently draw water or not. In order to determine a suitable rate for the Capital Charge, a proposed phasing plan (including timing) has been applied to the recommended infrastructure upgrades outlined in Section 4.0. All costs are reported in current dollars.

<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$985,500</b>
Phase 1 - Year 2	\$100,000
1. Replacement of Watermain Crossing of Highway 3:	\$47,500
2. Replacement of Galvanized Iron Pipe at North end of Anaconda	\$37,500
3. Disconnection of the Irrigation Feed	\$15,000
Phase 2 - Year 4	\$270,000
4. Replacement of Mainline Watermain Feed from Greenwood:	\$240,000
5. Installation of Water Meter on Mainline Feed:	\$30,000
Phase 3 - Year 6	\$50,000
6. Looping at the South End of the System:	\$50,000
Phase 4 - Year 8	\$40,500
7. Replacement of Galvanized Iron Pipe:	\$40,500
Phase 5 - Year 10 to 16	\$360,000
8. Replacement of Asbestos Cement Pipe:	\$360,000
Phase 6 - Year 18 to 20	\$165,000
Replacement of Remainder of Anaconda System:	\$165,000

As determined above, the estimated total cost of the recommended upgrades is \$985,000. Section 6.2.1 provides a Rate Structure Analysis for the capital charge.

### 6.2.1 Capital Charge Rate Structure Analysis

Using the cost estimates and timing of capital improvements as established above, a financial analysis was undertaken to determine a suitable rate structure to fund capital expenditures for the Anaconda water system. This analysis is included in Appendix A. The analysis compares the capital charge that would be required for various levels of funding from the capital program (ranging from 33% to 100%). Other sources of revenue such as grants from senior levels of government would be required to supplement the capital program in all cases other than the 100% funding scenario.

Based on input from RDKB staff, it is expected that the RDKB would borrow 100% of the required funds, up front, and repay the loan over the 20 year period. An annual inflation rate of 3% has been applied to the

cost estimates and the same escalation rate has been assumed for the capital charge. The minimum revenue required has been determined in order to ensure that the RDKB does not have to borrow additional money beyond the initial loan.

Based on review of recent billing records, we understand that there are currently 49 water utility users. By establishing a service area and eliminating all Crown owned land, we have determined that there are an additional 24 parcels that can be readily serviced. This results in a total of 73 parcels that will be required to pay the capital charge. Please refer to Figure 3 for further clarification on the service area. Dividing the total revenue required by the number of parcels results in the capital charge amount per parcel in the first year, as summarized below.

Funding Structure	2014 Capital Charge	
	Total	Per Unit
100% Funding	\$75,645.57	\$1,036.25
66% Funding	\$49,926.74	\$683.93
50% Funding	\$37,823.29	\$518.13
33% Funding	\$24,963.37	\$341.96

Based on input from the RDKB, it is recommended that the Capital Charge be determined based on the 100% Funding Structure. This is the most conservative approach and does not rely on external revenue sources to fund capital improvements. As such, a 2014 Capital Charge of \$1,040 is recommended.

### 6.3 Rate Structure Summary

As discussed above, the following two part rate structure is recommended for 2014:

- ▶ Utility User Fee: \$350-\$400
- ▶ Capital Charge: \$1,040

All water users would therefore pay a total fee of \$1,390-\$1,440 in 2014. Any additional parcels within the service area that do not draw water would have to pay the Capital Charge only.

If a property owner outside of the service area were to request water service, they would be required to pay a fee to cover the cost required for the connection and for the property's share of capital expenditures.





## 7.0 CONCLUSIONS

Proper Asset Management and a well-guided Financial Plan are essential to providing sustainable operation and maintenance of a municipal infrastructure system. Currently, the Anaconda water system is not owned by a local government and is not being financially managed in the most suitable fashion. The City of Greenwood operates and maintains the overall system (Anaconda and Greenwood) utilizing revenues collected from both areas. This arrangement raises the concern that Greenwood is subsidizing the Anaconda System. Having examined Greenwood's and Anaconda's financial records, it is MMM's opinion that the tax payers of Greenwood are paying the administrative costs for operating and maintaining the Anaconda water system. As such, a new model for ownership, operation, maintenance and funding of the Anaconda system is required.

Based on our review of the existing Anaconda water system, it is evident that it is in need of significant upgrades. The system has only one feed and consists of numerous dead-end mains with no internal looping. The majority of the pipes in the system are undersized and nearing or beyond their life expectancy. All of these factors result in a system that lacks redundancy, cannot provide sufficient fire flow and is likely to have issues with water quality and leakage. As such, it is expected that the entire system will need to be replaced and upgraded within the next 20 years. This can be done in phases, based on urgency and available funding.

## 8.0 RECOMMENDATIONS

Based upon our review and analysis of the existing Anaconda water system with respect to O&M, capital replacement, funding and ownership, we recommend that:

- ▶ An adequate level of Asset Management be employed now and in the future to ensure that the Anaconda water system is operating in a sustainable manner;
- ▶ The RDKB take ownership of the Anaconda water system and enter into an agreement with Greenwood for Greenwood to provide O&M. RDKB is to collect suitable revenue from the residents to fund Anaconda's share of the O&M costs and long term capital replacement costs of the Anaconda system. This agreement should also specify a maximum volume of water that Greenwood is required to provide to Anaconda;
- ▶ Infrastructure upgrades to the existing system be performed as outlined in Section 4.0 and Section 6.0 (or as urgency and funding dictate);
- ▶ The rate structure outlined in Section 6.0 be employed to ensure that the residents of Anaconda are wholly funding the O&M of the Anaconda system; and
- ▶ The RDKB seek out senior government grant funding opportunities so that improvements can be completed with less financial impact to the Anaconda rate payers.

APPENDIX A – RATE STRUCTURE ANALYSIS

MMM GROUP

06/08/2014

**Project:** Anaconda Water System Assessment  
**Project No:** 5113-038-000

#### Summary of Rate Structure Analysis

#### 2014 Rates:

Funding Structure	User Fee			Capital Charge	TOTAL
	Base	Allowance	Total		
100% Funding	\$ 300.00	\$ 45.00	\$ 345.00	\$ 1,036.25	<b>\$ 1,381.25</b>
66% Funding	\$ 300.00	\$ 45.00	\$ 345.00	\$ 683.93	<b>\$ 1,028.93</b>
50% Funding	\$ 300.00	\$ 45.00	\$ 345.00	\$ 518.13	<b>\$ 863.13</b>
33% Funding	\$ 300.00	\$ 45.00	\$ 345.00	\$ 341.96	<b>\$ 686.96</b>

#### Notes:

1. The Base User Fee is to be collected and paid to Greenwood to cover operation, maintenance, and administration for the overall system and for capital expenditures for improvements to the Greenwood system that have some benefit to Anaconda. This amount is to be determined by negotiation between Greenwood and the RDKB and should be based on the actual costs for operating and maintaining the Anaconda system and Greenwood's trunk supply system. For our purposes it has been assumed to be \$300 based on Greenwood's 2013 water utility rate of \$292.25 per unit.
2. An Allowance of 15% has been added to the base user fee and is to be retained by the RDKB to cover administrative costs.
3. The Capital Charge is to cover capital expenditures for improvements to the Anaconda system. An annual rate increase of 3% has been assumed.

Project: Anaconda Water System Assessment  
Project No: 5113-038-000

Rate Structure Analysis

100% Funding Rate Structure Analysis

Amount Borrowed (Year 1): \$1,248,248.09

	Year																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Opening Reserve Balance	\$1,248,248.09	\$1,232,046.39	\$1,114,952.06	\$1,102,024.27	\$796,338.52	\$785,112.03	\$718,363.80	\$711,542.64	\$657,553.16	\$655,624.75	\$186,833.51	\$186,033.76	\$188,275.89	\$193,681.81	\$202,377.42	\$214,492.66	\$230,161.72	\$249,523.13	\$0.00	\$24,452.47
Less Loan Repayment	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>	<del>-\$104,330.76</del>
Less Capital Expenditures	\$0.00	<del>-\$103,000.00</del>	\$0.00	<del>-\$295,036.29</del>	\$0.00	<del>-\$57,963.70</del>	\$0.00	<del>-\$49,809.89</del>	\$0.00	<del>-\$469,718.35</del>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<del>-\$272,719.86</del>	\$0.00	\$0.00
Plus Interest Earned	\$12,482.48	\$12,320.46	\$11,149.52	\$11,020.24	\$7,963.39	\$7,851.12	\$7,183.64	\$7,115.43	\$6,575.53	\$6,556.25	\$1,868.34	\$1,860.34	\$1,882.76	\$1,936.82	\$2,023.77	\$2,144.93	\$2,301.62	\$2,495.23	\$0.00	\$244.52
Plus Rates Collected	\$75,646.57	\$77,915.97	\$80,253.45	\$82,661.05	\$85,140.89	\$87,695.11	\$90,325.97	\$93,035.74	\$95,826.82	\$98,701.62	\$101,662.67	\$104,712.55	\$107,853.93	\$111,089.54	\$114,422.23	\$117,854.90	\$121,390.55	\$125,032.26	\$128,783.23	\$132,646.73
Closing Reserve Balance	\$1,232,046.39	\$1,114,952.06	\$1,102,024.27	\$796,338.52	\$785,112.03	\$718,363.80	\$711,542.64	\$657,553.16	\$655,624.75	\$186,833.51	\$186,033.76	\$188,275.89	\$193,681.81	\$202,377.42	\$214,492.66	\$230,161.72	\$249,523.13	\$0.00	\$24,452.47	\$53,012.96

Number of Parcels: 73  
Charge per Parcel (2014): \$1,036.25

66% Funding Rate Structure Analysis

Amount Borrowed (Year 1): \$823,843.74

	Year																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Opening Reserve Balance	\$823,843.74	\$813,150.61	\$735,868.36	\$727,336.02	\$525,583.42	\$518,173.94	\$474,120.11	\$469,618.14	\$433,985.09	\$432,712.34	\$123,310.12	\$122,782.28	\$124,262.09	\$127,830.00	\$133,569.09	\$141,565.16	\$151,906.74	\$164,685.26	<del>-\$0.00</del>	\$16,138.63
Less Loan Repayment	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>	<del>-\$68,858.30</del>
Less Capital Expenditures	\$0.00	<del>-\$67,980.00</del>	\$0.00	<del>-\$194,723.95</del>	\$0.00	<del>-\$38,256.04</del>	\$0.00	<del>-\$32,874.53</del>	\$0.00	<del>-\$310,014.11</del>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<del>-\$179,995.11</del>	\$0.00	\$0.00
Plus Interest Earned	\$8,238.44	\$8,131.51	\$7,358.68	\$7,273.36	\$5,255.83	\$5,181.74	\$4,741.20	\$4,696.18	\$4,339.85	\$4,327.12	\$1,233.10	\$1,227.82	\$1,242.62	\$1,278.30	\$1,335.69	\$1,415.65	\$1,519.07	\$1,646.85	<del>-\$0.00</del>	\$161.39
Plus Rates Collected	\$49,926.74	\$51,424.54	\$52,967.28	\$54,556.30	\$56,192.98	\$57,878.77	\$59,615.14	\$61,403.59	\$63,245.70	\$65,143.07	\$67,097.36	\$69,110.28	\$71,183.59	\$73,319.10	\$75,518.67	\$77,784.23	\$80,117.76	\$82,521.29	\$84,996.93	\$87,546.84
Closing Reserve Balance	\$813,150.61	\$735,868.36	\$727,336.02	\$525,583.42	\$518,173.94	\$474,120.11	\$469,618.14	\$433,985.09	\$432,712.34	\$123,310.12	\$122,782.28	\$124,262.09	\$127,830.00	\$133,569.09	\$141,565.16	\$151,906.74	\$164,685.26	<del>-\$0.00</del>	\$16,138.63	\$34,988.55

Number of Parcels: 73  
Charge per Parcel (2014): \$683.93

50% Funding Rate Structure Analysis

Amount Borrowed (Year 1): \$624,124.05

	Year																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Opening Reserve Balance	\$624,124.05	\$616,023.19	\$557,476.03	\$551,012.14	\$398,169.26	\$392,556.02	\$359,181.90	\$355,771.32	\$328,776.58	\$327,812.38	\$93,416.76	\$93,016.88	\$94,137.94	\$96,840.91	\$101,188.71	\$107,246.33	\$115,080.86	\$124,761.56	\$0.00	\$12,226.23
Less Loan Repayment	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>	<del>-\$52,165.38</del>
Less Capital Expenditures	\$0.00	<del>-\$51,500.00</del>	\$0.00	<del>-\$147,518.15</del>	\$0.00	<del>-\$28,981.85</del>	\$0.00	<del>-\$24,904.95</del>	\$0.00	<del>-\$234,859.17</del>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<del>-\$136,359.93</del>	\$0.00	\$0.00
Plus Interest Earned	\$6,241.24	\$6,160.23	\$5,574.76	\$5,510.12	\$3,981.69	\$3,925.56	\$3,591.82	\$3,557.71	\$3,287.77	\$3,278.12	\$934.17	\$930.17	\$941.38	\$968.41	\$1,011.89	\$1,072.46	\$1,150.81	\$1,247.62	\$0.00	\$122.26
Plus Rates Collected	\$37,823.29	\$38,957.99	\$40,126.73	\$41,330.53	\$42,570.44	\$43,847.56	\$45,162.98	\$46,517.87	\$47,913.41	\$49,350.81	\$50,831.34	\$52,356.28	\$53,926.96	\$55,544.77	\$57,211.12	\$58,927.45	\$60,695.27	\$62,516.13	\$64,391.61	\$66,323.36
Closing Reserve Balance	\$616,023.19	\$557,476.03	\$551,012.14	\$398,169.26	\$392,556.02	\$359,181.90	\$355,771.32	\$328,776.58	\$327,812.38	\$93,416.76	\$93,016.88	\$94,137.94	\$96,840.91	\$101,188.71	\$107,246.33	\$115,080.86	\$124,761.56	\$0.00	\$12,226.23	\$26,506.48

Number of Parcels: 73  
Charge per Parcel (2014): \$518.13

33% Funding Rate Structure Analysis

Amount Borrowed (Year 1): \$411,921.87

	Year																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Opening Reserve Balance	\$411,921.87	\$406,575.31	\$367,934.18	\$363,668.01	\$262,791.71	\$259,086.97	\$237,060.05	\$234,809.07	\$216,992.54	\$216,356.17	\$61,655.06	\$61,391.14	\$62,131.04	\$63,915.00	\$66,784.55	\$70,782.58	\$75,953.37	\$82,342.63	<del>-\$0.00</del>	\$8,069.31
Less Loan Repayment	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>	<del>-\$34,429.15</del>
Less Capital Expenditures	\$0.00	<del>-\$33,990.00</del>	\$0.00	<del>-\$97,361.98</del>	\$0.00	<del>-\$19,128.02</del>	\$0.00	<del>-\$16,437.26</del>	\$0.00	<del>-\$155,007.05</del>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<del>-\$89,997.55</del>	\$0.00	\$0.00
Plus Interest Earned	\$4,119.22	\$4,065.75	\$3,679.34	\$3,636.68	\$2,627.92	\$2,590.87	\$2,370.60	\$2,348.09	\$2,169.93	\$2,163.56	\$616.55	\$613.91	\$621.31	\$639.15	\$667.85	\$707.83	\$759.53	\$823.43	<del>-\$0.00</del>	\$80.69
Plus Rates Collected	\$24,963.37	\$25,712.27	\$26,483.64	\$27,278.15	\$28,096.49	\$28,939.39	\$29,807.57	\$30,701.80	\$31,622.85	\$32,571.54	\$33,548.68	\$34,555.14	\$35,591.80	\$36,659.55	\$37,759.34	\$38,892.12	\$40,058.88	\$41,260.65	\$42,498.47	\$43,773.42
Closing Reserve Balance	\$406,575.31	\$367,934.18	\$363,668.01	\$262,791.71	\$259,086.97	\$237,060.05	\$234,809.07	\$216,992.54	\$216,356.17	\$61,655.06	\$61,391.14	\$62,131.04	\$63,915.00	\$66,784.55	\$70,782.58	\$75,953.37	\$82,342.63	<del>-\$0.00</del>	\$8,069.31	\$17,494.28

Number of Parcels: 73  
Charge per Parcel (2014): \$341.96

MMM GROUP

06/08/2014

**Project: Anaconda Water System Assessment**  
**Project No: 5113-038-000**

### Rate Structure Analysis - Parameters and Assumptions

#### Capital Improvements

Year	Cost	
	Current	Inflated
1	\$ -	\$ -
2	\$ 100,000	\$ 103,000
3	\$ -	\$ -
4	\$ 270,000	\$ 295,036
5	\$ -	\$ -
6	\$ 50,000	\$ 57,964
7	\$ -	\$ -
8	\$ 40,500	\$ 49,810
9	\$ -	\$ -
10	\$ 360,000	\$ 469,718
11	\$ -	\$ -
12	\$ -	\$ -
13	\$ -	\$ -
14	\$ -	\$ -
15	\$ -	\$ -
16	\$ -	\$ -
17	\$ -	\$ -
18	\$ 165,000	\$ 272,720
19	\$ -	\$ -
20	\$ -	\$ -
<b>Total:</b>	<b>\$ 985,500</b>	<b>\$ 1,248,248</b>

Inflation Rate for Improvements: 3.0%

#### Interest Rates

Interest Rate on Long Term Loan: 5.0%  
Interest Rate on Short Term Loan: 2.5%  
Interest Earned on Reserve Funds: 1.0%

#### Capital Charge

Annual Rate Increase: 3.0%

Number of Parcels for Capital Charge:

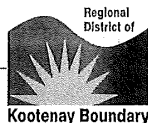
Currently Receiving Service:	49
Additional within Service Area	24
<b>Total:</b>	<b>73</b>

#### User Fee

Base Fee to Greenwood: \$ 300.00  
Allowance amount to RDKB: 15%

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Sep 11, 2014

Time : 2:01 pm

Supplier : 084010 To ZUC010

Cheque Dt. : 01-Aug-2014 To 31-Aug-2014

Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All

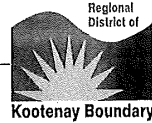
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
44293	07-Aug-2014	BAR150	BARTLETT CONTRACTING & EXCAVATING	Cleared	313	C	115.50
44294	07-Aug-2014	BAR200	BARNES, JUDITH	Cleared	313	C	78.00
44295	07-Aug-2014	BCM020	B.C. MUNICIPAL SAFETY ASSOCIATION	Cleared	313	C	94.50
44296	07-Aug-2014	BEA014	BEAVERDELL COMMUNITY CLUB	Cleared	313	C	19,950.00
44297	07-Aug-2014	BEA030	BEAVERDELL 1ST RESPONDER SOCIETY	Issued	313	C	4,000.00
44298	07-Aug-2014	BEA130	BEAVER VALLEY LIBRARY	Cleared	313	C	14,797.00
44299	07-Aug-2014	BIG035	BIG WHITE TOURISM SOCIETY	Issued	313	C	2,000.00
44300	07-Aug-2014	BIG075	BIG WHITE MOUNTAIN CHAMBER OF COMMI	Issued	313	C	2,000.00
44301	07-Aug-2014	BIG080	BIG WHITE COMMUNITY SCHOOL PAC	Issued	313	C	400.00
44302	07-Aug-2014	BRI015	BRITISH COLUMBIA LODGING & CAMPGROU	Cleared	313	C	864.15
44303	07-Aug-2014	BRI040	BRIDESVILLE RECREATION COMMISSION	Cleared	313	C	1,700.00
44304	07-Aug-2014	CAC020	CACCHIONI, ROBERT CAESAR	Cleared	313	C	231.81
44305	07-Aug-2014	CAN110	CANADIAN RED CROSS SOCIETY	Cleared	313	C	25.21
44306	07-Aug-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	313	C	152.00
44307	07-Aug-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Cleared	313	C	159.79
44308	07-Aug-2014	CAS035	CASCADE CEMETERY VOLUNTEERS	Cleared	313	C	500.00
44309	07-Aug-2014	CAS240	CASCADE PRO ELECTRIC INC.	Cleared	313	C	806.07
44310	07-Aug-2014	CEC010	CECCHINI, PATRICIA	Cleared	313	C	236.16
44311	07-Aug-2014	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Cleared	313	C	283.80
44312	07-Aug-2014	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Cleared	313	C	500.00
44313	07-Aug-2014	CHR016	CHRISTINA LAKE LADIES GOLF CLUB	Cleared	313	C	300.00
44314	07-Aug-2014	CHR270	CHRISTINA LAKE NEWS	Cleared	313	C	317.99
44315	07-Aug-2014	CIB010	CIBC VISA	Cleared	313	C	7,324.10
44316	07-Aug-2014	CIB030	CIBC SECURITIES INC.	Cleared	313	C	8,598.34
44317	07-Aug-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	313	C	93.78
44318	07-Aug-2014	CLA130	CLARITY DEVELOPMENT CONSULTING INC.	Cleared	313	C	525.00
44319	07-Aug-2014	COL021	COLBACHINI, RANDY, R.	Cleared	313	C	198.44
44320	07-Aug-2014	COL240	COLUMBIA FILTER LTD.	Cleared	313	C	147.17
44321	07-Aug-2014	COL350	COLUMBIA YOUTH DEVELOPMENT CENTRE	Cleared	313	C	10,000.00
44322	07-Aug-2014	COM170	COMMUNITY FUTURES BOUNDARY	Cleared	313	C	358.50
44323	07-Aug-2014	COM220	COMMERCIAL MAINTENANCE CHEMICAL CO	Issued	313	C	995.00
44324	07-Aug-2014	CRO060	CROCKETT, BERT	Cleared	313	C	163.36
44325	07-Aug-2014	DAN090	DANCHUK, JOE	Cleared	313	C	50.00
44326	07-Aug-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	313	C	1,056.26
44327	07-Aug-2014	FIR020	FIRST REGISTRY SERVICES LTD.	Cleared	313	C	35.10
44328	07-Aug-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	313	C	19,080.34
44329	07-Aug-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	313	C	3,770.82
44330	07-Aug-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	313	C	1,757.21
44331	07-Aug-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	313	C	307,537.00
44332	07-Aug-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	313	C	40.00
44333	07-Aug-2014	FUD010	FUDGE, MANDY, M.	Cleared	313	C	55.00
44334	07-Aug-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	313	C	72.89
44335	07-Aug-2014	GIN010	GINALIAS, JEFFREY, L	Cleared	313	C	25.00
44336	07-Aug-2014	GOL100	GOLDSBURY, CORRIE	Cleared	313	C	115.00
44337	07-Aug-2014	GRA010	CITY OF GRAND FORKS	Cleared	313	C	57,000.00
44338	07-Aug-2014	GRA047	GRANSTROM, GREG	Cleared	313	C	50.00
44339	07-Aug-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	313	C	82.79
44340	07-Aug-2014	GRA240	GRAND FORKS & DISTRICT FALL FAIR	Cleared	313	C	3,500.00
44341	07-Aug-2014	GRA540	GRAHAM MARINE CONSTRUCTION	Cleared	313	C	30,423.75
44342	07-Aug-2014	GRE010	THE CITY OF GREENWOOD	Cleared	313	C	32,180.00
44343	07-Aug-2014	GRE030	GREYHOUND COURIER EXPRESS	Cleared	313	C	286.52
44344	07-Aug-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	313	C	145.79
44345	07-Aug-2014	GW1015	GWIL INDUSTRIES INC.	Cleared	313	C	456.75
44346	07-Aug-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	313	C	339.81



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Sep 11, 2014

Time : 2:01 pm

Supplier : 084010 To ZUC010

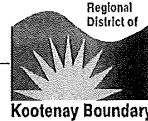
Cheque Dt. : 01-Aug-2014 To 31-Aug-2014

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							
44347	07-Aug-2014	HIP010	HI-PRO SPORTING GOODS LTD.	Cleared	313	C	2,901.56
44348	07-Aug-2014	HIR010	HIRAM, JANICE	Cleared	313	C	217.00
44349	07-Aug-2014	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	Cleared	313	C	466.73
44350	07-Aug-2014	INL070	INLAND ALLCARE	Cleared	313	C	6,955.24
44351	07-Aug-2014	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Cleared	313	C	41.34
44352	07-Aug-2014	JER010	JERRY'S THREE VALLEY WATER	Cleared	313	C	13.00
44353	07-Aug-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	313	C	100.00
44354	07-Aug-2014	KEL030	CITY OF KELOWNA	Cleared	313	C	147.00
44355	07-Aug-2014	KET170	KETTLE VALLEY WASTE LTD.	Cleared	313	C	43,531.85
44356	07-Aug-2014	KET180	KETTLE, ALBERT	Cleared	313	C	91.60
44357	07-Aug-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	313	C	168.00
44358	07-Aug-2014	KOO015	KOOTENAY COLUMBIA TRAILS SOCIETY	Cleared	313	C	42,900.00
44359	07-Aug-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	313	C	78.50
44360	07-Aug-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	313	C	217.90
44361	07-Aug-2014	LAN010	LAND TITLE & SURVEY AUTHORITY OF BC	Cleared	313	C	96.80
44362	07-Aug-2014	LOR010	LORDCO PARTS LTD.	Cleared	313	C	175.80
44363	07-Aug-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	313	C	954.01
44364	07-Aug-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	313	C	107.35
44365	07-Aug-2014	MID010	VILLAGE OF MIDWAY	Cleared	313	C	20,830.00
44366	07-Aug-2014	MID025	MIDWAY COMMUNITY ASSOCIATION	Cleared	313	C	850.00
44367	07-Aug-2014	MIN070	MINISTER OF FINANCE AND CORPORATE RE	Issued	313	C	300.00
44368	07-Aug-2014	MOH020	MOHAWK CANADA LTD.	Cleared	313	C	3,411.03
44369	07-Aug-2014	MUN050	MUNICIPAL INSURANCE ASSOC. OF B. C.	Cleared	313	C	4,285.33
44370	07-Aug-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	313	C	689.92
44371	07-Aug-2014	PET010	PETRO CANADA	Cleared	313	C	6,097.74
44372	07-Aug-2014	POW030	POWER PAVING LTD.	Cleared	313	C	24,039.75
44373	07-Aug-2014	POW100	POWER TECH ELECTRIC LTD.	Cleared	313	C	1,858.95
44374	07-Aug-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	313	C	54.02
44375	07-Aug-2014	PUR020	PUROLATOR COURIER LTD.	Cleared	313	C	34.63
44376	07-Aug-2014	RAC010	RACE TRAC FUELS	Cleared	313	C	1,113.11
44377	07-Aug-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	313	C	93.28
44378	07-Aug-2014	RIT020	RITWAY MECHANICAL REPAIR LTD.	Cleared	313	C	289.52
44379	07-Aug-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	313	C	41.24
44380	07-Aug-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	313	C	950.74
44381	07-Aug-2014	ROC090	THE ROCK WALL PROJECT ENTUSIASTICO	Cleared	313	C	4,014.99
44382	07-Aug-2014	ROG001	ROGERS	Cleared	313	C	123.20
44383	07-Aug-2014	ROS010	THE CITY OF ROSSLAND	Cleared	313	C	13,800.00
44384	07-Aug-2014	ROT030	ROTVOLD, MARGUERITE	Cleared	313	C	109.80
44385	07-Aug-2014	SAV010	SAVAGE PLUMBING & HEATING	Cleared	313	C	89.25
44386	07-Aug-2014	SAV030	SAVOY EQUIPMENT LTD KELOWNA	Cleared	313	C	105.44
44387	07-Aug-2014	SCP010	SCP DISTRIBUTORS INC.	Cleared	313	C	192.86
44388	07-Aug-2014	SEC030	SECURE BY DESIGN	Cleared	313	C	44.80
44389	07-Aug-2014	SEC040	SECURIGUARD SERVICES LIMITED	Cleared	313	C	14,628.74
44390	07-Aug-2014	SEL050	SELKIRK COLLEGE (GRAND FORKS)	Issued	313	C	872.00
44391	07-Aug-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	313	C	1,142.40
44392	07-Aug-2014	SHA030	SHAW CABLE	Cleared	313	C	53.64
44393	07-Aug-2014	SID010	SIDHU, AMRINDERDEEP, S.	Cleared	313	C	1,840.37
44394	07-Aug-2014	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Issued	313	C	7,437.00
44395	07-Aug-2014	SPE030	SPEEDPRO SIGNS PLUS.	Cleared	313	C	123.20
44396	07-Aug-2014	TAY020	TAYLOR, BRIAN	Issued	313	C	50.00
44397	07-Aug-2014	TAY090	TAYLOR, ANDREW.	Issued	313	C	191.73
44398	07-Aug-2014	TDC010	TD CANADA TRUST	Cleared	313	C	7,792.41
44399	07-Aug-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	313	C	267.77

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Cheque Register-Summary-Bank**


AP5090

Page : 3

Date : Sep 11, 2014

Time : 2:01 pm

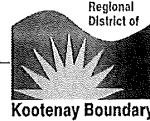
Supplier : 084010 To ZUC010  
 Cheque Dt. : 01-Aug-2014 To 31-Aug-2014  
 Bank : 1 - CIBC Bank - General

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 1 CIBC Bank - General</b>							
44400	07-Aug-2014	TEL002	TELUS MOBILITY	Cleared	313	C	296.39
44401	07-Aug-2014	THE410	THE BOUNDARY SENTINEL	Cleared	313	C	375.00
44402	07-Aug-2014	TRA010	THE CITY OF TRAIL	Cleared	313	C	509,284.00
44403	07-Aug-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	313	C	835.06
44404	07-Aug-2014	TRE080	TREMBLEY, ROBYN	Cleared	313	C	43.55
44405	07-Aug-2014	TWI070	TWISTED FORKS CATERING	Cleared	313	C	472.50
44406	07-Aug-2014	VAB010	VAB ENTERPRISES	Cleared	313	C	682.50
44407	07-Aug-2014	VAL110	EMILY, VALIANT	Cleared	313	C	365.00
44408	07-Aug-2014	VAL130	VALLEN	Cleared	313	C	1,232.33
44409	07-Aug-2014	VAN140	VAN HEMERT JV	Cleared	313	C	110.25
44410	07-Aug-2014	VIS010	VISAC GALLERY	Issued	313	C	8,661.00
44411	07-Aug-2014	VIS050	VISTA RADIO LTD.	Cleared	313	C	566.69
44412	07-Aug-2014	VIT001	VITALAIRE	Cleared	313	C	56.32
44413	07-Aug-2014	WAL080	WAL MART CANADA CORP	Cleared	313	C	416.21
44414	07-Aug-2014	WAR020	VILLAGE OF WARFIELD	Cleared	313	C	23,792.00
44415	07-Aug-2014	WAS010	WASTE MANAGEMENT	Cleared	313	C	749.53
44416	07-Aug-2014	WAT120	WATERHOUSE ENVIRONMENTAL SERVICES	Cleared	313	C	6,944.00
44417	07-Aug-2014	WDS010	W.D. SHEETMETAL LTD.	Cleared	313	C	674.00
44418	07-Aug-2014	WES045	WEST BOUNDARY ROAD RESCUE	Cancelled	329	C	0.00
44419	07-Aug-2014	WES170	WESTBRIDGE RECREATION COMMISSION	Issued	313	C	1,700.00
44420	07-Aug-2014	WOR100	WORLEY, LINDA	Cleared	313	C	196.90
44421	07-Aug-2014	XER010	XEROX CANADA LTD.	Cleared	313	C	608.65
44422	07-Aug-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	313	C	706.12
44430	14-Aug-2014	ABE030	ABELL PEST CONTROL	Cleared	319	C	73.50
44431	14-Aug-2014	AIR001	AIR LIQUIDE CANADA INC.	Cleared	319	C	1,214.43
44432	14-Aug-2014	ALB040	ALBERT'S MECHANICAL LTD.	Issued	319	C	1,381.55
44433	14-Aug-2014	ALL140	ALLAN, JONATHAN	Cleared	319	C	180.00
44434	14-Aug-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	319	C	32,125.32
44435	14-Aug-2014	AMF010	AM FORD	Cleared	319	C	435.54
44436	14-Aug-2014	ARR010	ARROW BUILDING SUPPLY	Cleared	319	C	12.05
44437	14-Aug-2014	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Cleared	319	C	761.60
44438	14-Aug-2014	BAG030	BAG TO EARTH INC.	Cleared	319	C	700.00
44439	14-Aug-2014	BEA005	BEAVER MOUNTAIN SNOWMOBILE ASSOCIA	Issued	319	C	10,000.00
44440	14-Aug-2014	BEA026	BEAVERDELL GENERAL STORE	Cleared	319	C	36.94
44441	14-Aug-2014	BEN060	BENEDICT'S STEAK HOUSE	Cleared	319	C	36.40
44442	14-Aug-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	319	C	3,906.09
44443	14-Aug-2014	BLA090	BLACKWELL, CAMERON	Issued	319	C	180.00
44444	14-Aug-2014	BOR120	BORSATO, DEBBIE	Issued	319	C	70.00
44445	14-Aug-2014	BRA030	BRANDT TRACTOR	Cleared	319	C	1,370.96
44446	14-Aug-2014	BRE090	BREDBECK, HAROLD	Cleared	319	C	50.02
44447	14-Aug-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	319	C	19,856.06
44448	14-Aug-2014	CAM070	CAM CAMPBELL HOLDINGS	Cleared	319	C	22,243.81
44449	14-Aug-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	319	C	82.82
44450	14-Aug-2014	CAN400	CANADIAN 2 FOR 1 PIZZA	Issued	319	C	125.31
44451	14-Aug-2014	CAN540	CANADIAN RED CROSS SOCIETY	Cleared	319	C	9,713.14
44452	14-Aug-2014	CAR012	CARO ANALYTICAL SERVICES	Cleared	319	C	3,342.58
44453	14-Aug-2014	CAR190	CARLETON RESCUE EQUIPMENT	Cleared	319	C	7,889.71
44454	14-Aug-2014	CAS090	CASCADE GORGE MACHINING c/o LES SAWY	Cleared	319	C	943.05
44455	14-Aug-2014	CGW010	CGW PLUMBING & HEATING LTD.	Cleared	319	C	4,174.57
44456	14-Aug-2014	CHR003	CHRISTMAN, MARTIN RUSSELL	Issued	319	C	23.64
44457	14-Aug-2014	COL010	COLANDER RESTAURANTS (1999) LTD.	Cleared	319	C	60.40
44458	14-Aug-2014	COL017	COLBACHINI, CHERYLANN	Cleared	319	C	202.50
44459	14-Aug-2014	COM020	COMMISSIONAIRES BRITISH COLUMBIA	Cleared	319	C	9,030.00

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY.

## Cheque Register-Summary-Bank



AP5090

Page : 4

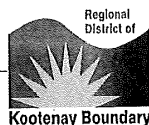
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Supplier : 084010 To ZUC010  
 Cheque Dt. : 01-Aug-2014 To 31-Aug-2014  
 Bank : 1 - CIBC Bank - General

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							
44460	14-Aug-2014	COM170	COMMUNITY FUTURES BOUNDARY	Cleared	319	C	13,500.00
44461	14-Aug-2014	COO050	COOKSON MOTORS LTD.	Cleared	319	C	62.29
44462	14-Aug-2014	COO100	COOPER MEDICAL SUPPLIES LTD.	Cleared	319	C	108.53
44463	14-Aug-2014	COR100	CORDILLERAN ECOLOGICAL	Cleared	319	C	4,570.94
44464	14-Aug-2014	CRE030	CREATIVE CUSTOM EMBROIDERY	Cleared	319	C	1,142.40
44465	14-Aug-2014	DEL070	DELL CANADA INC	Cleared	319	C	347.20
44466	14-Aug-2014	DGR020	D. G. REGAN & ASSOCIATES LTD.	Cleared	319	C	14,179.20
44467	14-Aug-2014	DOM015	DOMINION PRECAST LTD.	Cleared	319	C	1,924.30
44468	14-Aug-2014	DON060	DONEGAN, CAMERON	Issued	319	C	180.00
44469	14-Aug-2014	EDW060	EDWARDS, BILL	Cleared	319	C	354.46
44470	14-Aug-2014	FED020	FEDERATED CO-OPERATIVES LTD.	Cleared	319	C	60.63
44471	14-Aug-2014	FIR020	FIRST REGISTRY SERVICES LTD.	Cleared	319	C	81.47
44472	14-Aug-2014	FRE060	FREEMAN, BOB	Cleared	319	C	1,010.00
44473	14-Aug-2014	FRE100	FREEMAN, CHAD, R.	Cleared	319	C	292.00
44474	14-Aug-2014	GEO020	GEOTRAC SYSTEMS INC.	Cleared	319	C	154.56
44475	14-Aug-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	319	C	159.42
44476	14-Aug-2014	GRA520	GRAND FORKS SEARCH & RESCUE	Issued	319	C	3,500.00
44477	14-Aug-2014	GRE080	GRESLEY-JONES, KEN	Cleared	319	C	75.00
44478	14-Aug-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	319	C	1,000.13
44479	14-Aug-2014	HEL010	EDMISON, HELENA	Cleared	319	C	88.20
44480	14-Aug-2014	HUZ010	HUZZEY, MARTIN, R.	Issued	319	C	180.00
44481	14-Aug-2014	IMP020	IMPERIAL OIL LIMITED	Cleared	319	C	1,138.45
44482	14-Aug-2014	ISA020	CRISSY ISABELLE & ASSOCIATES	Cleared	319	C	494.55
44483	14-Aug-2014	JJH010	J.J.H. ENTERPRISES	Cleared	319	C	10.00
44484	14-Aug-2014	JOS040	JOSH THE GARAGE DOOR GUY	Cleared	319	C	306.27
44485	14-Aug-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	319	C	884.84
44486	14-Aug-2014	KOO026	KOOTENAY WEED CONTROL	Cleared	319	C	8,174.59
44487	14-Aug-2014	KOO045	KOOTENAY COMMUNICATIONS LTD.	Cleared	319	C	2,072.96
44488	14-Aug-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	319	C	23.85
44489	14-Aug-2014	LOR010	LORDCO PARTS LTD.	Cleared	319	C	473.24
44490	14-Aug-2014	MAK010	MAKI, PHILLIP	Cleared	319	C	180.00
44491	14-Aug-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	319	C	15.80
44492	14-Aug-2014	MCR002	MCRITCHIE, TERRI	Cleared	319	C	180.00
44493	14-Aug-2014	MET001	METTLER-TOLEDO INC.	Cleared	319	C	19,454.60
44494	14-Aug-2014	MIL150	MILLWORKS MFG. LTD.	Cleared	319	C	186.90
44495	14-Aug-2014	MIN040	MINISTER OF FINANCE	Issued	319	C	91.90
44496	14-Aug-2014	MKL001	M K LAWN CARE	Cleared	319	C	434.70
44497	14-Aug-2014	MON010	VILLAGE OF MONTROSE	Cleared	319	C	93,676.00
44498	14-Aug-2014	NUR010	NURNDY GRAPHICS	Cleared	319	C	77.45
44499	14-Aug-2014	OKA080	OKANAGAN VALLEY NEWSPAPER GROUP	Cleared	319	C	2,063.25
44500	14-Aug-2014	OKT010	OK TIRE STORE	Cleared	319	C	397.46
44501	14-Aug-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	319	C	15.68
44502	14-Aug-2014	PAR015	PARTON, CAROLINE	Issued	319	C	218.92
44503	14-Aug-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	319	C	47.50
44504	14-Aug-2014	PUR020	PUROLATOR COURIER LTD.	Cleared	319	C	68.77
44505	14-Aug-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	319	C	73,241.40
44506	14-Aug-2014	RIC010	RICOH CANADA INC.	Cleared	319	C	1,141.13
44507	14-Aug-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	319	C	280.44
44508	14-Aug-2014	ROS120	ROSSLAND HISTORICAL MUSEUM & ARCHIVE	Cleared	319	C	2,519.28
44509	14-Aug-2014	ROS320	ROSSLAND SEARCH & RESCUE	Issued	319	C	3,500.00
44510	14-Aug-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	319	C	152.59
44511	14-Aug-2014	SEL070	SELKIRK COMPUTERS & CONSULTING	Cleared	319	C	334.88
44512	14-Aug-2014	SHA030	SHAW CABLE	Cleared	319	C	203.67

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Cheque Register-Summary-Bank**


AP5090

Page : 5

Date : Sep 11, 2014

Time : 2:01 pm

Supplier : 084010 To ZUC010  
 Cheque Dt. : 01-Aug-2014 To 31-Aug-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
<b>Bank : 1 CIBC Bank - General</b>							
44513	14-Aug-2014	SIM001	SIMMONS, TIM	Issued	319	C	17.16
44514	14-Aug-2014	SKE010	SK ELECTRONICS LTD.	Cleared	319	C	5,598.82
44515	14-Aug-2014	SOU005	SOUTH COLUMBIA SEARCH & RESCUE SOCI	Issued	319	C	3,500.00
44516	14-Aug-2014	SOU080	SOURCE OFFICE FURNISHINGS	Cleared	319	C	756.00
44517	14-Aug-2014	STA007	DESJARDINS CARD SERVICES	Cleared	319	C	52.33
44518	14-Aug-2014	STE130	STERICYCLE COMMUNICATION SOLUTIONS	Cleared	319	C	587.77
44519	14-Aug-2014	STO030	STOKES INTERNATIONAL	Cleared	319	C	42.21
44520	14-Aug-2014	TDC020	TD CANADA TRUST	Cleared	319	C	2,452.34
44521	14-Aug-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	319	C	2,055.60
44522	14-Aug-2014	TEL050	TELUS SERVICES INC.	Cleared	319	C	6,154.07
44523	14-Aug-2014	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Cleared	319	C	35.85
44524	14-Aug-2014	VAL020	VALKYRIE LAW GROUP LLP	Cleared	319	C	6,135.38
44525	14-Aug-2014	VAL130	VALLIN	Cleared	319	C	4,907.83
44526	14-Aug-2014	VIS050	VISTA RADIO LTD.	Issued	319	C	598.50
44527	14-Aug-2014	VIT001	VITALAIRE	Cleared	319	C	441.04
44528	14-Aug-2014	WAL080	WAL MART CANADA CORP	Cleared	319	C	120.03
44529	14-Aug-2014	WAN050	WANETA AUTO AND EQUIPMENT REPAIR INC	Cleared	319	C	123.38
44530	14-Aug-2014	WAT020	WATER PURE AND SIMPLE	Cleared	319	C	80.00
44531	14-Aug-2014	WES025	WESTEK CONTROLS LTD.	Cleared	319	C	2,494.80
44532	14-Aug-2014	WES320	WEST KOOTENAY PEST CONTROL	Cleared	319	C	115.76
44533	14-Aug-2014	XER010	XEROX CANADA LTD.	Cleared	319	C	7.68
44535	22-Aug-2014	ACK020	ACKLANDS-GRAINGER INC.	Issued	328	C	407.36
44536	22-Aug-2014	ALM010	ALMOND MOUNTAIN JANITORIAL	Cleared	328	C	236.25
44537	22-Aug-2014	ALP002	ALPINE SIGNS & GRAPHICS	Cleared	328	C	660.80
44538	22-Aug-2014	ARR010	ARROW BUILDING SUPPLY	Cleared	328	C	80.89
44539	22-Aug-2014	BCT030	BC TRANSIT	Cleared	328	C	1,586.96
44540	22-Aug-2014	BEA620	BEAVER VALLEY BLOOMING SOCIETY	Issued	328	C	6,000.00
44541	22-Aug-2014	BFS010	B & F SALES LTD	Issued	328	C	22.73
44542	22-Aug-2014	BIG030	BIG WHITE WATER UTILITY LTD.	Issued	328	C	14,668.82
44543	22-Aug-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	328	C	151.67
44544	22-Aug-2014	BOU070	BOUNDARY HOME BUILDING CENTRE	Issued	328	C	107.91
44545	22-Aug-2014	BRI050	BRIDESVILLE COMMUNITY CLUB	Issued	328	C	2,000.00
44546	22-Aug-2014	BRY030	LIL BRYANT "IN TRUST" REC	Issued	328	C	139.23
44547	22-Aug-2014	BRY110	BRYAN, CARLA	Issued	328	C	85.11
44548	22-Aug-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	328	C	160.45
44549	22-Aug-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	328	C	87.84
44550	22-Aug-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	328	C	150.04
44551	22-Aug-2014	CAR190	CARLETON RESCUE EQUIPMENT	Cleared	328	C	70.35
44552	22-Aug-2014	CHE050	CHERRY HILL COFFEE INC.	Cleared	328	C	167.55
44553	22-Aug-2014	CHR011	CHRISTINA LAKE GRAVEL & READY MIX	Cleared	328	C	306.60
44554	22-Aug-2014	CHR430	CHRISTINA LAKE PORTA POTTY	Issued	328	C	720.00
44555	22-Aug-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	328	C	93.78
44556	22-Aug-2014	COM009	COMPLETE MAILING SOLUTIONS	Cleared	328	C	261.80
44557	22-Aug-2014	COR010	CORAL ENVIRONMENTS LTD.	Cleared	328	C	421.58
44558	22-Aug-2014	DEL100	DELTA T CONSULTANTS	Cleared	328	C	283.50
44559	22-Aug-2014	DUE020	DUECK, TIM	Issued	328	C	28.98
44560	22-Aug-2014	ECO030	ECO-CLEAN DRY CLEANING SERVICES	Cleared	328	C	33.11
44561	22-Aug-2014	EVE040	EVERS, SASKIA	Issued	328	C	75.00
44562	22-Aug-2014	FAI030	FAIRBANK ARCHITECTS LTD	Cleared	328	C	2,136.95
44563	22-Aug-2014	FIR020	FIRST REGISTRY SERVICES LTD.	Cleared	328	C	28.66
44564	22-Aug-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	328	C	2,008.16
44565	22-Aug-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	328	C	393.81
44566	22-Aug-2014	FRU020	FRUITVALE CO-OP	Cleared	328	C	434.95

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Cheque Register-Summary-Bank**


AP5090

Page : 6

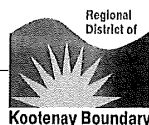
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 Cheque Dt. : 01-Aug-2014 To 31-Aug-2014  
 Bank : 1 - CIBC Bank - General

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 1 CIBC Bank - General</b>							
44567	22-Aug-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	328	C	85.71
44568	22-Aug-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	328	C	1,380.69
44569	22-Aug-2014	HAL010	HALL PRINTING	Cleared	328	C	1,705.63
44570	22-Aug-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	328	C	91.97
44571	22-Aug-2014	HOM010	HOME DEPOT CREDIT SERVICES	Issued	328	C	67.60
44572	22-Aug-2014	HOR015	HORIZON NORTH RELOCATABLE STRUCTUR	Cleared	328	C	106.05
44573	22-Aug-2014	INF030	INFOSAT COMMUNICATIONS	Cleared	328	C	854.28
44574	22-Aug-2014	INT017	INTERSTATE BATTERIES	Cleared	328	C	29.10
44575	22-Aug-2014	JON060	JONES, FRANCES	Issued	328	C	2.15
44576	22-Aug-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	328	C	336.39
44577	22-Aug-2014	KHA015	KHADIKIN, KATHY	Cleared	328	C	10.71
44578	22-Aug-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	328	C	905.63
44579	22-Aug-2014	KIS010	KISSOCK, WAYNE	Issued	328	C	70.00
44580	22-Aug-2014	KNO020	KNOPP CONTRACTING	Cleared	328	C	1,186.50
44581	22-Aug-2014	KON001	KONE INC.	Cleared	328	C	295.13
44582	22-Aug-2014	LIF010	LIFESAVING SOCIETY	Cleared	328	C	300.00
44583	22-Aug-2014	LIS020	LISA'S LAKESIDE BISTRO	Issued	328	C	165.00
44584	22-Aug-2014	LOR010	LORDCO PARTS LTD.	Cleared	328	C	532.99
44585	22-Aug-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	328	C	557.41
44586	22-Aug-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	328	C	118.39
44587	22-Aug-2014	MAT040	MATTEUCCI, MELISSA	Issued	328	C	73.34
44588	22-Aug-2014	MCL025	MCLEOD, ANDY	Issued	328	C	200.00
44589	22-Aug-2014	MER100	MERVYN, STEPHANIE	Issued	328	C	5.81
44590	22-Aug-2014	MIN040	MINISTER OF FINANCE	Cleared	328	C	322.33
44591	22-Aug-2014	MYR010	MYRON'S DOOR SERVICE	Cleared	328	C	559.35
44592	22-Aug-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	328	C	7,473.76
44593	22-Aug-2014	PER070	PERRY, CHRISTOPHER, MARK	Issued	328	C	200.00
44594	22-Aug-2014	POI040	POIRIER, BRENDA	Issued	328	C	50.00
44595	22-Aug-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	328	C	54.02
44596	22-Aug-2014	PRI025	PRISM ENGINEERING	Issued	328	C	819.00
44597	22-Aug-2014	REC110	RECREATION FACILITIES ASSOC. OF B.C.	Cleared	328	C	472.50
44598	22-Aug-2014	REG070	REGIONAL DISTRICT OF CENTRAL OKANAGA	Cleared	328	C	79,827.00
44599	22-Aug-2014	RIB010	RIB N' ROLLS MAINTech	Cleared	328	C	219.07
44600	22-Aug-2014	ROG001	ROGERS	Cleared	328	C	135.86
44601	22-Aug-2014	RUS010	RUSSELL, ROLY	Issued	328	C	351.27
44602	22-Aug-2014	SAV010	SAVAGE PLUMBING & HEATING	Issued	328	C	5,046.64
44603	22-Aug-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	328	C	143.49
44604	22-Aug-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	328	C	89.25
44605	22-Aug-2014	SHA030	SHAW CABLE	Issued	328	C	352.26
44606	22-Aug-2014	SHE040	SHELL CANADA PRODUCTS	Cleared	328	C	220.86
44607	22-Aug-2014	SOF020	SOFTCHOICE CORPORATION	Cleared	328	C	1,297.71
44608	22-Aug-2014	SOM010	SOMERSET, LES	Cancelled	332	C	0.00
44609	22-Aug-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	328	C	285.60
44610	22-Aug-2014	STR050	STRIKER INDUSTRIES	Cleared	328	C	26,250.00
44611	22-Aug-2014	SWA070	SWANSON, LORI	Issued	328	C	152.85
44612	22-Aug-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	328	C	175.23
44613	22-Aug-2014	TEL002	TELUS MOBILITY	Cleared	328	C	165.61
44614	22-Aug-2014	THE010	THE SOURCE	Issued	328	C	297.66
44615	22-Aug-2014	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Cleared	328	C	167.60
44616	22-Aug-2014	TOO010	TOOL TIME SUPPLIES LTD.	Cleared	328	C	16.80
44617	22-Aug-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Cleared	328	C	100.00
44618	22-Aug-2014	TRA040	TRAIL DAILY TIMES	Issued	328	C	100.70
44619	22-Aug-2014	TRA130	TRAIL TRANSIT SERVICES	Cleared	328	C	1,449.00

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Cheque Register-Summary-Bank**


AP5090

Page : 7

Date : Sep 11, 2014

Time : 2:01 pm

Supplier : 084010 To ZUC010

Cheque Dt. : 01-Aug-2014 To 31-Aug-2014

Bank : 1 - CIBC Bank - General

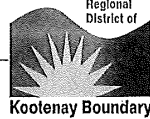
Seq : Cheque No. Status : All

Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 1 CIBC Bank - General</b>							
44620	22-Aug-2014	TRA190	TRAIL & DISTRICT ARTS COUNCIL	Cleared	328	C	11,025.00
44621	22-Aug-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	328	C	316.49
44622	22-Aug-2014	TRE070	TREMBLAY, DONNA	Issued	328	C	50.95
44623	22-Aug-2014	TUR020	TURNER, LENORE	Issued	328	C	17.90
44624	22-Aug-2014	UNI010	UNITED RENTALS OF CANADA INC.	Cleared	328	C	5,701.74
44625	22-Aug-2014	VAL130	VALLIN	Cleared	328	C	3,616.04
44626	22-Aug-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Issued	328	C	456.51
44627	22-Aug-2014	WAL080	WAL MART CANADA CORP	Issued	328	C	1,325.03
44628	22-Aug-2014	WAS010	WASTE MANAGEMENT	Issued	328	C	622.38
44629	22-Aug-2014	WDS010	W.D. SHEETMETAL LTD.	Cleared	328	C	636.30
44630	22-Aug-2014	WOO001	WOOD WYANT INC.	Cleared	328	C	2,126.05
44631	22-Aug-2014	XLW010	XL QUALITY INDUSTRIAL SERVICES	Cleared	328	C	266.47
44632	22-Aug-2014	YOR020	YORSTON, KRISTEN	Issued	328	C	532.52
44633	22-Aug-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	328	C	107.26
44645	28-Aug-2014	ACE010	A.C.E. COURIER SERVICES	Issued	336	C	21.84
44646	28-Aug-2014	ALP002	ALPINE SIGNS & GRAPHICS	Issued	336	C	134.40
44647	28-Aug-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	336	C	1,573.74
44648	28-Aug-2014	BEA035	BEATTIE, DAVE	Issued	336	C	120.00
44649	28-Aug-2014	BEA620	BEAVER VALLEY BLOOMING SOCIETY	Issued	336	C	3,385.00
44650	28-Aug-2014	BEN015	BENEFITS BY DESIGN	Issued	336	C	3,024.99
44651	28-Aug-2014	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Issued	336	C	608.00
44652	28-Aug-2014	BLA020	BLACK TOP LINE PAINTING SERVICES	Issued	336	C	925.00
44653	28-Aug-2014	BRA030	BRANDT TRACTOR	Issued	336	C	30.14
44654	28-Aug-2014	BRE020	BRENNTAG CANADA INC.	Issued	336	C	2,285.65
44655	28-Aug-2014	BRI001	BRINK'S CANADA LIMITED	Issued	336	C	408.10
44656	28-Aug-2014	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Issued	336	C	1,006.00
44657	28-Aug-2014	BVC001	BV COMMUNICATIONS LTD.	Issued	336	C	2,926.56
44658	28-Aug-2014	BVT010	BV TOOL RENTALS (2011) LTD.	Issued	336	C	20.31
44659	28-Aug-2014	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Issued	336	C	3,940.93
44660	28-Aug-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	336	C	279.65
44661	28-Aug-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	336	C	319.58
44662	28-Aug-2014	CAS016	CASCADES RECOVERY INC.	Issued	336	C	3,422.53
44663	28-Aug-2014	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Issued	336	C	440.00
44664	28-Aug-2014	COL017	COLBACHINI, CHERYL ANN	Issued	336	C	202.50
44665	28-Aug-2014	COL090	COLUMBIA RECYCLE	Issued	336	C	950.00
44666	28-Aug-2014	COL390	COLUMBIA BASIN BROADBAND CORPORATIK	Issued	336	C	1,120.00
44667	28-Aug-2014	COM003	COMMERCIAL AQUATIC SUPPLIES	Issued	336	C	148.35
44668	28-Aug-2014	COM060	COMPLETE CLIMATE CONTROL INC.	Issued	336	C	2,433.91
44669	28-Aug-2014	DAS015	DA SILVA, JR, EUGENE, T.	Issued	336	C	157.49
44670	28-Aug-2014	DHC010	DHC COMMUNICATIONS INC.	Issued	336	C	639.68
44671	28-Aug-2014	EAR020	EARTH MANAGEMENT LTD.	Issued	336	C	1,721.46
44672	28-Aug-2014	ECO060	ECOTAINER SALES INC.	Issued	336	C	76,792.39
44673	28-Aug-2014	EIS015	EISLER, DON	Issued	336	C	70.00
44674	28-Aug-2014	ELF010	ELFRIEDA ENTERPRISES	Issued	336	C	829.50
44675	28-Aug-2014	FIR040	FIREFIGHTERS ASSOCIATION	Issued	336	C	3,564.50
44676	28-Aug-2014	FOR002	FORESHORE DEVELOPMENT CORPORATION	Issued	336	C	2,016.31
44677	28-Aug-2014	FOR040	FORTIS BC - NATURAL GAS	Issued	336	C	143.98
44678	28-Aug-2014	FOU080	FOUR STAR COMMUNICATIONS INC.	Issued	336	C	187.43
44679	28-Aug-2014	FRU010	THE VILLAGE OF FRUITVALE	Issued	336	C	1,152.92
44680	28-Aug-2014	FRU070	FRUITVALE FIRE DEPT	Issued	336	C	260.00
44681	28-Aug-2014	GEN040	GENELLE VOLUNTEER FIRE DEPT	Issued	336	C	260.00
44682	28-Aug-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Issued	336	C	28.50
44683	28-Aug-2014	GRA050	GRAND FORKS HOME HARDWARE	Issued	336	C	37.66

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Cheque Register-Summary-Bank



AP5090

Page : 8

Date : Sep 11, 2014

Time : 2:01 pm

Supplier : 084010 To ZUC010  
 Cheque Dt. : 01-Aug-2014 To 31-Aug-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							
44684	28-Aug-2014	GRA570	GRANBY CONTAINERS SALES & RENTALS	Issued	336	C	4,648.00
44685	28-Aug-2014	GRE030	GREYHOUND COURIER EXPRESS	Issued	336	C	363.88
44686	28-Aug-2014	GRE080	GRESLEY-JONES, KEN	Issued	336	C	75.00
44687	28-Aug-2014	HAC020	HACH SALES AND SERVICE CANADA LTD.	Issued	336	C	393.91
44688	28-Aug-2014	HAL010	HALL PRINTING	Issued	336	C	203.07
44689	28-Aug-2014	HAL060	HALL'S BASICS & GIFTS LTD	Issued	336	C	303.02
44690	28-Aug-2014	HOG015	HOG CAR AUTO RENTALS	Issued	336	C	441.00
44691	28-Aug-2014	HSL010	HSL BUILDING MAINTENANCE	Issued	336	C	450.00
44692	28-Aug-2014	ISL030	ISL ENGINEERING AND LAND SERVICES LTD	Issued	336	C	8,608.43
44693	28-Aug-2014	JJH010	J.J.H. ENTERPRISES	Issued	336	C	50.73
44694	28-Aug-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Issued	336	C	105.06
44695	28-Aug-2014	KEL030	CITY OF KELOWNA	Issued	336	C	989.30
44696	28-Aug-2014	KOO540	KOOTENAY LAKE ELECTRIC LTD.	Issued	336	C	229.11
44697	28-Aug-2014	LAN010	LAND TITLE & SURVEY AUTHORITY OF BC	Issued	336	C	24.20
44698	28-Aug-2014	LOR010	LORDCO PARTS LTD.	Issued	336	C	575.79
44699	28-Aug-2014	MAR006	MARINO WHOLESALE LTD.	Issued	336	C	114.70
44700	28-Aug-2014	MCA020	MCALPINE, CATHY	Issued	336	C	15.67
44701	28-Aug-2014	MID010	VILLAGE OF MIDWAY	Issued	336	C	2,300.00
44702	28-Aug-2014	MIN020	MINISTER OF FINANCE	Issued	336	C	693.70
44703	28-Aug-2014	MIN030	MINISTER OF FINANCE	Issued	336	C	9,110.25
44704	28-Aug-2014	MIN040	MINISTER OF FINANCE	Issued	336	C	186.72
44705	28-Aug-2014	MMM001	MMM GROUP LIMITED	Issued	336	C	735.00
44706	28-Aug-2014	MON040	MONTROSE FIRE DEPARTMENT	Issued	336	C	260.00
44707	28-Aug-2014	NIC015	NICLAND FILTER SERVICE LTD.	Issued	336	C	417.86
44708	28-Aug-2014	OKA180	OKANAGAN MAP GUIDES LTD.	Issued	336	C	567.00
44709	28-Aug-2014	OKT010	OK TIRE STORE	Issued	336	C	89.60
44710	28-Aug-2014	PAC020	PACIFIC BLUE CROSS	Issued	336	C	62,678.17
44711	28-Aug-2014	POW100	POWER TECH ELECTRIC LTD.	Issued	336	C	14,315.19
44712	28-Aug-2014	PUR020	PUROLATOR COURIER LTD.	Issued	336	C	97.69
44713	28-Aug-2014	REC010	RECEIVER GENERAL FOR CANADA	Issued	336	C	66,902.20
44714	28-Aug-2014	REC110	RECREATION FACILITIES ASSOC. OF B.C.	Issued	336	C	72.00
44715	28-Aug-2014	RIC010	RICOH CANADA INC.	Issued	336	C	3,138.24
44716	28-Aug-2014	RID010	RIDGETOP MEAT PIES	Issued	336	C	4,300.00
44717	28-Aug-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	336	C	1,006.16
44718	28-Aug-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Issued	336	C	798.53
44719	28-Aug-2014	ROS140	ROSSLAND FIRE DEPT.	Issued	336	C	260.00
44720	28-Aug-2014	SEL010	SELECT OFFICE PRODUCTS	Issued	336	C	102.83
44721	28-Aug-2014	SFE010	SFE LTD.	Issued	336	C	4,016.25
44722	28-Aug-2014	SHA030	SHAW CABLE	Issued	336	C	233.50
44723	28-Aug-2014	SMA010	SMALL WATER USERS ASSOCIATION OF BC	Issued	336	C	99.00
44724	28-Aug-2014	SNC001	SNC-LAVALIN INC.	Issued	336	C	48,619.74
44725	28-Aug-2014	SOM010	SOMERSET, LES	Issued	336	C	89.92
44726	28-Aug-2014	SPE030	SPEEDPRO SIGNS PLUS	Issued	336	C	276.42
44727	28-Aug-2014	STA090	STAR AUTOMOTIVE INC.	Issued	336	C	2,365.80
44728	28-Aug-2014	TET010	TETRA TECH EBA INC.	Issued	336	C	3,150.01
44729	28-Aug-2014	THE015	THE OWNERS STRATA PLAN KAS 1647	Issued	336	C	25.00
44730	28-Aug-2014	TOO010	TOOL TIME SUPPLIES LTD.	Issued	336	C	66.08
44731	28-Aug-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	336	C	10.00
44732	28-Aug-2014	TRA540	TRANS-CARE RESCUE LTD.	Issued	336	C	112.78
44733	28-Aug-2014	VAL020	VALKYRIE LAW GROUP LLP	Issued	336	C	1,440.89
44734	28-Aug-2014	VAL040	VALLEY PETRO CANADA	Issued	336	C	140.00
44735	28-Aug-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Issued	336	C	688.25
44736	28-Aug-2014	VEN010	VENTURE MECHANICAL SYSTEMS LTD	Issued	336	C	417.38

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Cheque Register-Summary-Bank**


AP5090

Page : 9

Date : Sep 11, 2014

Time : 2:01 pm

Supplier : 084010 To ZUC010

Cheque Dt. : 01-Aug-2014 To 31-Aug-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
<b>Bank : 1 CIBC Bank - General</b>							
44737	28-Aug-2014	VER080	VERSA-TASK SERVICES	Issued	336	C	180.00
44738	28-Aug-2014	WAL080	WAL MART CANADA CORP	Issued	336	C	157.94
44739	28-Aug-2014	WAR040	WARFIELD FIRE DEPT. SOCIAL CLUB	Issued	336	C	260.00
44740	28-Aug-2014	WAT120	WATERHOUSE ENVIRONMENTAL SERVICES	Issued	336	C	924.00
44741	28-Aug-2014	WDS010	W.D. SHEETMETAL LTD.	Issued	336	C	360.68
44742	28-Aug-2014	YOR010	YORSTON, DAVID	Issued	336	C	17.16
44743	28-Aug-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Issued	336	C	5.43
Total Computer Paid : 2,296,811.20				Total EFT PAP :	0.00	Total Paid :	2,296,811.20
Total Manually Paid : 0.00				Total EFT File :	0.00		

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

INTERIM SCHEDULE SUMMARY:

ACCOUNTS PAYABLE FOR AUGUST 2014	\$ 2,296,811.20
PAYROLL EXPENDITURES (PP# 17 & 18)	391,630.01
<b>TOTAL EXPENDITURES FOR AUGUST 2014</b>	<b><u>\$ 2,688,441.21</u></b>



### NOTES REGARDING RIDING BOUNDARIES COMMISSION

We need letters from people in this Riding to write to the Commission if we want to save this Riding.

#### Communities:

Christina Lake,	Rock Creek,
Westbridge,	Bridesville,
Big White,	Kaleden,
OK Falls,	Willowbrook,
Twin Lakes,	Ollala,
Cawston,	Apex,
Hedley.	

#### Municipalities:

Oliver,	Osoyoos,
Keremeos,	Midway,
Greenwood,	Grand Forks

#### Regional Districts:

Regional District Kootenay Boundary,  
Regional District Okanagan Similkameen

#### First Nations:

Okanagan Nation Alliance,	Upper Similkameen,
Lower Similkameen,	Osoyoos Indian Band,
Penticton Indian Band.	

Only 2 Communities between 4500 and 5000, one between 3500 and 4500, all others below 2000

- Rural not Urban
- Greatest number of people on fixed incomes or Seniors.
- Agriculture is the tie that binds this area together
- Cattle and grazing, all types of agri foods and huge wine industry
- Without Representation the voices of these small communities will be lost. If broken up and attached to larger centres there will be no voice heard. The needs of the Urban Centre will drown out the rural voices. Currently this is an all Rural Riding with its own voice in Victoria.

It's important we get a few letters in. The Commission finishes at the end of Oct.

Colleen Misner,  
from my mobile office.



## Boundary Similkameen Constituency

---



September 20<sup>th</sup>, 2014

Dear Fellow New Democrat,

The Province of BC is once again holding Electoral Boundary Hearings. Follow this link <http://www.bcebc.ca/join> to locate the hearing nearest to your home.

Thanks,

Dave Ligertwood  
President, Boundary Similkameen NDP  
250 488-9702

X

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Dave Ligertwood  
President Boundary Similkameen NDP



## Public Hearings

The independent and non-partisan BC Electoral Boundaries Commission is asking for public input on the on the area and boundaries of provincial electoral districts. See the opportunities below (phase one and two) to provide your input.

Any person may make a submission to the commission before 11:59 p.m. Sunday, November 16, 2014, by:

- [Online submission form](#)
- [Email](#)
- In-person at a public hearing (pre-registration is not required)

There will be an opportunity to provide public input following the publication of the commission's Preliminary Report (spring 2015). [View](#) the public input received.

### September-November 2014 Public Hearings (Phase one)

**NORTH:** *(September 22-26)* find locations

**CENTRAL AND EAST INTERIOR:** *(October 6-10)* find locations

**LOWER MAINLAND:** *(October 20-24)* find locations

**VANCOUVER ISLAND & SUNSHINE COAST:** *(November 3-7)* find locations

### Spring 2015 Public Hearings (Phase two tbd)

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NEXT PAGE



## Public Hearings

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### September-November 2014 Public Hearings (Phase one)

**NORTH:** (September 22-26) find locations

**CENTRAL AND EAST INTERIOR:** (October 6-10) find locations

Date	City/Town	Location	Hearing Start Time(s)
Monday, Oct. 6	Kamloops	The Plaza Hotel <u>405 Victoria St</u> Blackwell Hall	10 a.m.
Monday, Oct. 6	Salmon Arm	Prestige Harbourfront Resort and Convention Centre <u>251 Harbourfront Dr NE</u>	5 p.m.
Tuesday, Oct. 7	Revelstoke	Coast Hillcrest Hotel <u>2100 Oak Dr</u> Mt. Revelstoke Banquet Hall	10 a.m.
Tuesday, Oct. 7	Cranbrook	St. Eugene Golf Resort <u>7777 Mission Road</u> Chief David Room	6 p.m.
Wednesday, Oct. 8	Trail	Best Western Plus Columbia River Hotel <u>1001 Rossland Ave</u> <i>Columbia Room</i>	10:30 a.m.



		Columbia Room	
Wednesday, Oct. 8	Penticton	Days Inn and Conference Centre <u>152 Riverside Dr</u> Riverside Conference Room	5:30 p.m.
Thursday, Oct. 9	Kelowna	Prestige Inn Kelowna <u>1675 Abbott St</u> Regatta Room	10 a.m. and 2 p.m.

**LOWER MAINLAND:** *(October 20-24)* find locations

**VANCOUVER ISLAND & SUNSHINE COAST:** *(November 3-7)* find locations

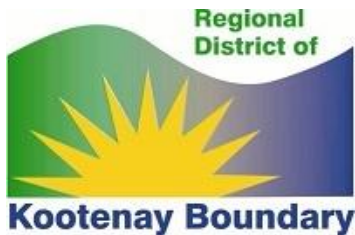
### **Spring 2015 Public Hearings (Phase two tbd)**

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## STAFF REPORT

**Date:** 04 Sep 2014

**File** 2015 Tax Exemption  
Bylaw 1561, 2014

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

**From:** Theresa Lenardon, Manager of Corporate  
Administration

**Re:** Proposed 2015 Property Tax Exemption  
Bylaw #1561, 2014

### Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding proposed Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014.

### History/Background Factors

Since 1993, the RDKB has adopted a bylaw to exempt certain properties that are located in Electoral Areas A-E according to legislation and upon request from the Electoral Area Director.

Section 809 of the *Local Government Act* (Attachment #1) provides authority to Regional Districts to exempt properties (lands and improvements) from taxation through the adoption of a bylaw. Section 810 of the *Local Government Act* provides exemption for heritage properties. This authority is given from Section 15 (1) (v) of the *Taxation (Rural Area) Act* and is considered "permissive" based on support from the Electoral Area Director.

Section 176 (1)(c) of the *Local Government Act* (Attachment #2) also provides authority to Regional Districts to exempt lands and improvements from taxation to assist a community for the purpose of benefiting the community.

The properties (lands and improvements - improvements being structures, buildings etc.) listed on the current 2014 Property Tax Exemption Bylaw are non-profit and meet the intent of *Local Government Act* Section 176 (1)(c) and Sections 809 (4) (a) and 810.

On August 11, 2014, staff sent an email to the Electoral Area Directors requesting a response as to whether they have had any requests or wish to add a property to the bylaw. No responses were received therefore the contents of the proposed 2015 Property Tax Exemption Bylaw will not change from the current 2014 Bylaw.

The Bylaw must be adopted on or before October 31st of each year so that the properties are exempted from taxation for the next calendar year.

Should the Board approve and adopt the proposed Tax Exemption Bylaw (Attachment #3), staff will forward it to the appropriate Assessment Offices.

### **Implications**

Historically, and for the benefit of the RDKB rural communities, the RDKB Board has provided tax exemptions to lands, improvements or both that are situated in Electoral Areas A-E subject to the requests meeting the *Local Government Act* requirements and support from the Electoral Area Director.

Adoption of the proposed 2015 Property Tax Exemption Bylaw results in the RDKB foregoing revenue that could be generated from taxation on the lands and improvements identified in the Bylaw.

### **Advancement of Strategic Planning Goals**

This matter is not relevant to the RDKB's 2012-2015 Strategic Plan.

### **Background Information Provided**

1. Section 809 *Local Government Act*
2. Section 176 *Local Government Act*
3. Proposed 2015 RDKB Property Tax Exemption Bylaw No. 1561

### **Alternatives**

1. Receipt
2. Receipt and not approve proposed RDKB 2015 Property Tax Exemption Bylaw No. 1561
3. Receipt and give proposed RDKB 2015 Property Tax Exemption Bylaw No. 1561 first, second and third readings and adoption.

### **Recommendation(s)**

That the staff report from Theresa Lenardon, Manager of Corporate Administration regarding the proposed Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be received.

That Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be given first, second and third readings.

That Regional District of Kootenay Boundary 2015 Property Tax Exemption Bylaw No. 1561, 2014 be reconsidered and finally adopted.



1996

LOCAL GOVERNMENT ACT

RS CHAP. 323

Add  
Aug. 30/00

## Division 4.4 – Tax Rates and Exemptions

## Variable tax rate system

808. (1) In this section, “variable tax rate system” means a system under this section by which individual tax rates for a specific taxation year are determined and imposed for each property class to which the system applies.

(2) Despite section 806.1 [collection in electoral areas] but subject to the regulations under this section, a board may, by bylaw, establish an annual variable tax rate system for a specified taxation year.

(3) A variable tax rate system

(a) may only apply to tax rates for one or more of regional district services,

(b) may only vary tax rates for property classes 2, 4 and 5, and

(c) must not result in the ratios between the tax rate for a property class referred to in paragraph (b) and the tax rate for property class 1 exceeding either

(i) the applicable ratio prescribed under subsection (6), if any, or

(ii) the applicable ratio under section 20 (2) of the *Taxation (Rural Area) Act*.

(4) For each service subject to a variable tax rate system, the bylaw must set out the ratio between the tax rate for each property class subject to the system and the tax rate for property class 1.

(5) A bylaw under subsection (2) must be approved by the inspector and, for this purpose, must be submitted to the inspector by January 31 in the taxation year for which it is to apply.

(6) Subject to subsection (8), the Lieutenant Governor in Council may make regulations respecting variable tax rate systems, including regulations doing one or more of the following:

(a) prescribing limits on tax rates;

(b) prescribing ratios between the tax rate for a property class and the tax rate for property class 1;

(c) prescribing formulas for calculating the limits or ratios referred to in paragraph (a) or (b).

(7) Regulations under subsection (6) may prescribe different tax limits, ratios or formulas in relation to one or more of the following:

(a) different property classes;

(b) different regional districts;

(c) different services;

(d) different service areas;

(e) different types of participating areas.

(8) A regulation under subsection (6) may not prescribe a ratio for the purposes of subsection (3) (c) that would exceed the applicable ratio established under section 20 (2) of the *Taxation (Rural Area) Act*.

2000-7-102

Add  
Apr. 30/04

## Property tax exemptions

809. (1) Land and improvements owned or held by a regional district within the boundaries of the regional district are exempt from taxation when used for its own purposes, but otherwise are subject to taxation, as applicable,

Sub  
Jan. 1/04

(a) under section 229 [taxation of municipal land used by others] of the *Community Charter* as if the property were owned by a municipality, or

(b) under section 18 (4) of the *Taxation (Rural Area) Act* as if the property belonged to the Crown.

(2) Despite subsection (1), the owner of land or improvements, or both, leased or rented to the regional district is liable for the payment of taxes that would otherwise be imposed with respect to that property under any Act.

(3) On or before October 31 in any year, a board may, by bylaw adopted by at least 2/3 of the votes cast, exempt the property described in subsection (4) from taxation under this Part for

(a) the next calendar year, or

(b) with the assent of the electors, a specified period not longer than 10 years.

Mar. 28/06

165

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1996

## LOCAL GOVERNMENT ACT

RS CHAP. 323

- \*\*\* ~~subsection (3):~~
- (4) The following property that is in an electoral area may be exempted from taxation under
- ~~(a)~~ land or improvements, or both, owned or held by, or held in trust by the owner for, an athletic or service organization and used principally for public athletic or recreation purposes;
  - (b) land or improvements, or both, used or occupied by a church as tenant or licensee for the purpose of public worship or for the purposes of a church hall that the board considers necessary to the church;
  - ~~(c)~~ an interest held by a non-profit organization in school buildings that the organization uses or occupies as tenant or licensee of a board of school trustees;
  - (d) land that is owned and used exclusively by an agricultural or horticultural society and that is in excess of the area exemption under section 15 (1) (f) of the *Taxation (Rural Area) Act*;
  - (e) an interest held by a francophone education authority in school buildings that the francophone education authority uses or occupies as licensee of a board of school trustees;
  - (f) an interest held by a non-profit organization in school buildings that the organization uses or occupies as tenant or licensee of a francophone education authority;
  - (g) land or improvements that
    - (i) are owned or held by a municipality, regional district or other local authority, and
    - (ii) the board considers are used for a purpose of the local authority.
- (5) An exemption under subsection (3) may be limited to a specified portion of the net taxable value of the property to which the exemption applies.
- (6) If, because of a change in the use or ownership of property exempted from taxation by bylaw under subsection (3), the property no longer meets the requirements for exemption established by subsection (4), the bylaw ceases to apply to that property and the property is liable to taxation effective from the time of the change.
- (7) Assent of the electors as required by subsection (3) (b) is obtained if, by voting conducted throughout the regional district, a majority of the votes counted as valid in all voting on the bylaw is in favour of the bylaw.
- (8) Part 4 applies to voting for the purposes of subsection (7), with voting to be conducted either, at the option of the board,
- (a) by the board throughout the regional district, or
  - (b) by the council of each municipality and by the board for that part of the regional district that is not in a municipality, with the results of voting in these areas totalled to determine whether assent has been obtained.

Add  
Apr. 30/04Am  
Jan. 1/04  
Retroactive

2000-7-102; 2003-52-364 (B.C. Reg. 465/2003); 2002-48-47; 2006-3-18.

**Exemptions for heritage properties**

810. (1) In this section and section 810.1, "eligible heritage property" means property in an electoral area that is

- (a) protected heritage property,
- (b) subject to a heritage revitalization agreement under section 966, or
- (c) subject to a covenant under section 219 of the *Land Title Act* that relates to the conservation of heritage property.

(2) Despite section 182 [*prohibition against assistance to business*] but subject to subsection (3) of this section, for the purposes of supporting the conservation of an eligible heritage property, on or before October 31 in any year, a board may, by bylaw adopted by at least 2/3 of the votes cast, do one or more of the following:

- (a) exempt from taxation under this Part all or part of
  - (i) the eligible heritage property, and
  - (ii) if the eligible heritage property is a building or other improvement so affixed to the land as to constitute real property, an area of land surrounding the eligible heritage property;
- (b) limit an exemption under paragraph (a) to a specified portion of the net taxable value of the property to which the exemption applies;
- (c) make an exemption under this subsection subject to specified conditions.

Mar. 28/06

166

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1996

## LOCAL GOVERNMENT ACT

RS Chap. 323

(3) A board, in exercising or performing the powers, duties and functions conferred on it by an enactment, is acting as the governing body of the regional district.

(4) Despite any change in its membership, the board of a regional district is a continuing body and may complete any proceedings started but not completed before the change.

2003-52-187 (B.C. Reg. 465/2003).

## Area of jurisdiction

(Am) Dec 01/07

175. A board may only exercise or perform its powers, duties and functions within the boundaries of the regional district unless authorized under this or another Act.

2003-52-187 (B.C. Reg. 465/2003); 2007-14-201 (B.C. Reg. 354/2007).

## Division 2 – General Corporate Powers

## Corporate powers

(Am) Dec 01/07

176. (1) Subject to the specific limitations and conditions established under this or another Act, the corporate powers of a board include the following:

- (a) to make agreements respecting
    - (i) the regional district's services, including agreements respecting the undertaking, provision and operation of those services, other than the exercise of the board's regulatory authority,
    - (ii) operation and enforcement in relation to the board's exercise of its regulatory authority, and
    - (iii) the management of property or an interest in property held by the regional district;
  - (b) to make agreements with a public authority respecting
    - (i) activities, works or services within the powers of a party to the agreement, other than the exercise of regulatory authority, including agreements respecting the undertaking, provision and operation of activities, works and services,
    - (ii) operation and enforcement in relation to the exercise of regulatory authority within the powers of a party to the agreement, and
    - (iii) the management of property or an interest in property held by a party to the agreement;
  - (c) to provide assistance for the purpose of benefiting the community or any aspect of the community;
  - (d) to acquire, hold, manage and dispose of land, improvements, personal property or other property, and any interest or right in or with respect to that property;
  - (e) to delegate its powers, duties and functions, including those specifically established by an enactment, to its officers and employees, its committees or its members, or to other bodies established by the board;
  - (f) to engage in commercial, industrial and business undertakings and incorporate a corporation or acquire shares in a corporation for that purpose;
  - (g) to establish commissions to
    - (i) operate regional district services,
    - (ii) undertake operation and enforcement in relation to the board's exercise of its regulatory authority, and
    - (iii) manage property or an interest in property held by the regional district.
- (2) In exercising its powers under subsection (1), a board may establish any terms and conditions it considers appropriate.
- (3) The powers of a board under subsection (1) may be exercised outside the boundaries of the regional district.

2003-52-188 (B.C. Reg. 465/2003); 2007-14-201 (B.C. Reg. 354/2007).

Dec. 1/07

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1561

A bylaw to Exempt Certain Land and Improvements from Taxation  
in the Regional District of Kootenay Boundary.

**WHEREAS** by Section 809 of the *Local Government Act*, the Board is authorized to exempt from taxation certain lands, improvements or both, for a period of one calendar year.

**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. That the lands and improvements located on the following described lands are hereby exempt from taxation for the 2015 calendar year.

**Christina Lake Golf & Country Club (Penticton Area 17)**

Block A, D.L. 268 and D.L. 269, Except Plan KAP81037, L.D. 54, S.D.Y.D.  
(Roll No. 712/00170.000);

Lot 1, Plan 35864, D.L. 269, L.D. 54, S.D.Y.D.; Lots 1-3, Block 19, Plan 8, D.L. 269, L.D. 54, S.D.Y.D.; Lot 7, Block 24, Plan 8, D.L. 269, L.D. 54, S.D.Y.D.; N 1/2 only, Except Plan N45; Lots 1-12, Block 34, Plan 8, D.L. 269, L.D. 54, S.D.Y.D.; plus Lots 1-2, Block 43, plus Lots 1-3 & 11-12, Block 45; Lot 1, Plan 27907, D.L. 269 & 313, L.D. 54, S.D.Y.D.; Lot 1, Plan 16297, D.L. 313, L.D. 54, S.D.Y.D.; Lot 1, Plan 17741, D.L. 269, L.D. 54, S.D.Y.D.; Parcel Z, D.L. 269 313 (Roll No. 712/00210.100)

Except any lands and improvements located thereon used for private commercial undertakings.

**Kettle Valley Golf Club (Penticton Area 17)**

Lots 8, 11, 14, 18, 21 & 22 of Plan 843, D.L. 514, L.D. 54, S.D.Y.D.; Lots 15, 16 & 17 of Plan 843, D.L. 514 (Roll No. 713/03133.000).

**Champion Lakes Golf & Country Club (Cranbrook Area 22 & Nelson Area 21)**

Subsidy Lot 25, Except Plan 7883, D.L. 1236, L.D. 26, Plan X67 (Roll No. 711/05538.010).

**Rossland Trail Country Club Birchbank Golf Club  
(Cranbrook Area 22 & Nelson Area 21)**

Plan 1609, RW13, (2) D.L. 7179, Except DD11805 (3) D.L. 7188, Except Pis DD11805 1609 RW13 Golf Course, D.L. 7188, L.D. 26 (Roll No. 711/08761.001).

**Christina Lake Community Association (Penticton Area 17)**

Lots 1 - 6, Block 21, D.L. 317, Plan 50, S.D.Y.D. (Roll No. 712/00306.000);

Plan B5491, Parcel A, D.L. 317, S.D.Y.D. (Roll No. 712/02580.000);

Plan 38299, Lot 1, D.L. 317, S.D.Y.D., (Roll No. 712/00274.110);

Plan 38300, Lot A, D.L. 317, S.D.Y.D. (Roll No. 712/00306.900).

**Phoenix Mountain Alpine Ski Society (Penticton Area 17)**

DL 2701, SDYD, Surface of parts of District Lots 2701 W/I Lots 1811 976 977 975 & 915 as shown on map attached to License No. 340742 LBF 4400731 operation & maintenance of ski hill purposes (Roll No. 712/10431.000);

D.L. 255S PID 014-638-754 (Roll No. 712/02100.000);

**Boundary Stock Horse Association (Pentiction Area 17)**  
(Roll No. 712/02612.101)

D.L. 332, Plan B847, Except Plan B12368 and Portion Shown on Licence No. 40032 as "Proposed Gravel Pit";

D.L. 2007, Pt of D.L. 2007 shown on PI attached to License of Occupation No. 400312 (Roll No. 712/02613.500).

**Grand Forks Wildlife Association (Pentiction Area 17)**

Firearms Range & Clubhouse Licence of Occupation No. 400911, S.D.Y.D., Special Use Permit 6970 (Roll No. 712/10386.050).

**Beaverdell Community Club & Recreation Commission (Pentiction Area 17)**

Lot A, Plan 13542, D.L. 1545, S.D.Y.D. (Roll No. 713/00119.005).

**Mountain Medical Services Society (Pentiction Area 17)**

D.L. 41835 (Roll No. 713/07905.265).

**Rock Creek Community Medical Society (Pentiction Area 17)**

Lot B, Plan 34311, District Lot 352, S.D.Y.D. (Roll No. 713/02643.045).

**Hardy Mountain Doukhobor Village**  
**(aka Mountain View Doukhobor Museum) (Pentiction Area 17)**

Lot 11, Plan 8423, District Lot 334, S.D.Y.D. (Roll No. 712/03845.000).

**Road Runner Okanagan Auto Sports Club (Pentiction Area 17)**

170.503 ac for motorsport complex purposes as shown on Plan attached to License #338054 (Roll No. 713/10394.666)

**Kettle Wildlife Association (Pentiction Area 17)**

PT of S.L.5, PL 1186, DL 2704, EXC PL 12233; PT DL 568S & DL 862 as shown on map attached to License No. 338461, issued for Trap Sleet & Shooting Range purposes, SDYD, Manufactured Home Reg #B06162 (Roll No. 713/10243.000)

**Bridesville Community Club (Pentiction Area 17)**

Plan KAPS8882, Lot 2, DL 491, SDYD (Roll No. 713/0176.005)

**Christina Lake Welcome Centre (Pentiction Area 17)**

Lease/Permit/Licence #404063, for a Portion of DL498, SDYD (Roll No. 712/02294.016)

2. Regional District of Kootenay Boundary Bylaw No. 1533, 2013 is hereby repealed.

3. This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Property Tax Exemption Bylaw No. 1561, 2014".

Read a **FIRST** time this 2<sup>nd</sup> day of October, 2014.

Read a **SECOND** time this 2<sup>nd</sup> day of October, 2014.

Read a **THIRD** time this 2<sup>nd</sup> day of October, 2014.



**RECONSIDERED** and finally adopted this 2<sup>nd</sup> day of October, 2014.

Chair

Manager of Corporate Administration

I, Theresa Lenardon, 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. 1561 cited as "Regional District of Kootenay Boundary Property Tax Exemption Bylaw No. 1561, 2014" as reconsidered and finally adopted this 2<sup>nd</sup> day of October, 2014.

Manager of Corporate Administration

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY****BYLAW NO. 1561**

A bylaw to Exempt Certain Land and Improvements from Taxation  
in the Regional District of Kootenay Boundary.

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**WHEREAS** by Section 809 of the *Local Government Act*, the Board is authorized to exempt from taxation certain lands, improvements or both, for a period of one calendar year;

**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. That the lands and improvements located on the following described lands are hereby exempt from taxation for the 2015 calendar year:

**Christina Lake Golf & Country Club (Penticton Area 17)**

Block A, D.L. 268 and D.L. 269, Except Plan KAP81037, L.D. 54, S.D.Y.D.  
(Roll No. 712/00170.000);

Lot 1, Plan 35864, D.L. 269, L.D. 54, S.D.Y.D.; Lots 1-3, Block 19, Plan 8, D.L. 269, L.D. 54, S.D.Y.D.; Lot 7, Block 24, Plan 8, D.L. 269, L.D. 54, S.D.Y.D.; N 1/2 only, Except Plan N45; Lots 1-12, Block 34, Plan 8, D.L. 269, L.D. 54, S.D.Y.D.; plus Lots 1-2, Block 43, plus Lots 1-3 & 11-12, Block 45; Lot 1, Plan 27907, D.L. 269 & 313, L.D. 54, S.D.Y.D.; Lot 1, Plan 16297, D.L. 313, L.D. 54, S.D.Y.D.; Lot 1, Plan 17741, D.L. 269, L.D. 54, S.D.Y.D.; Parcel Z, D.L. 269 313 (Roll No. 712/00210.100)

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**Beaverdell Community Club & Recreation Commission (Penticton Area 17)**

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**Mountain Medical Services Society (Penticton Area 17)**

D.L. 41835 (Roll No. 713/07905.265).

**Rock Creek Community Medical Society (Penticton Area 17)**

Lot B, Plan 34311, District Lot 352, S.D.Y.D. (Roll No. 713/02643.045).

**Hardy Mountain Doukhobor Village  
(aka Mountain View Doukhobor Museum) (Penticton Area 17)**

Lot 11, Plan 8423, District Lot 334, S.D.Y.D. (Roll No. 712/03845.000).

**Road Runner Okanagan Auto Sports Club (Penticton Area 17)**

170.503 ac for motorsport complex purposes as shown on Plan attached to License #338054 (Roll No. 713/10394.666)

**Kettle Wildlife Association (Penticton Area 17)**

PT of S L 5, PL 1186, DL 2704, EXC PL 12233; PT DL 568S & DL 862 as shown on map attached to License No. 338461, issued for Trap Skeet & Shooting Range purposes, SDYD, Manufactured Home Reg #B06162 (Roll No. 713/10243.000)

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Plan KAP58882, Lot 2, DL 491, SDYD (Roll No. 713/0176.005)

**Christina Lake Welcome Centre (Penticton Area 17)**

Lease/Permit/Licence #404063, for a Portion of DL498, SDYD (Roll No. 712/02294.016)

- 2. Regional District of Kootenay Boundary Bylaw No. 1533, 2013 is hereby repealed.
- 3. This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Property Tax Exemption Bylaw No. 1561, 2014".

Read a **FIRST** time this 2<sup>nd</sup> day of October, 2014.

Read a **SECOND** time this 2<sup>nd</sup> day of October, 2014.

Read a **THIRD** time this 2<sup>nd</sup> day of October, 2014.

**RECONSIDERED** and finally adopted this 2<sup>nd</sup> day of October, 2014.

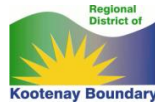
\_\_\_\_\_  
Chair

\_\_\_\_\_  
Manager of Corporate Administration

I, Theresa Lenardon, 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. 1561 cited as "Regional District of Kootenay Boundary Property Tax Exemption Bylaw No. 1561, 2014" as reconsidered and finally adopted this 2<sup>nd</sup> day of October, 2014.

\_\_\_\_\_  
Manager of Corporate Administration





## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### BYLAW NO. 1560

#### **A Bylaw to provide for the imposition of fees for garbage collection against residents within the Regional District of Kootenay Boundary Waste Management Local Service Area**

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**WHEREAS** the Regional District of Kootenay Boundary has adopted "Regional District of Kootenay Boundary Waste Management Local Service Area Establishment Bylaw No. 1090, 1999", which establishes boundaries of the Regional District of Kootenay Boundary Waste Management Local Service Area as the boundaries of the Regional District in providing a refuse disposal/recycling service;

**AND WHEREAS** the Regional District of Kootenay Boundary Board of Directors has adopted a Regional Solid Waste Management Plan outlining goals and binding principles related to user-pay and market-based incentives;

**AND WHEREAS** Section 803 of the *Local Government Act* authorizes a Regional District to base a fee or charge on any factor, and to set different fees and charges on different classes of persons, classes of property or types of land use and to establish terms and conditions of payment as specified by bylaw;

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

1. There is hereby imposed and levied a garbage collection user charge against residents within the Regional District of Kootenay Boundary Waste Management Local Service Area as follows:
  - a) A flat fee of \$3.00 per garbage tag ( for bags up to 70 L in volume)
2. This bylaw may be cited for all purposes as the "Regional District of Kootenay Boundary Garbage Collection Charges Bylaw No. 1560, 2014".

Read a **FIRST** time this 2<sup>nd</sup> day of October, 2014.

Read a **SECOND** time this 2<sup>nd</sup> day of October, 2014.

Read a **THIRD** time this 2<sup>nd</sup> day of October, 2014.

**RECONSIDERED AND FINALLY ADOPTED** this 2<sup>nd</sup> day of October, 2014.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1560 cited as the "Regional District of Kootenay Boundary Garbage Collection Charges Bylaw No. 1560, 2014" as reconsidered and finally adopted this 2<sup>nd</sup> day of October, 2014.

\_\_\_\_\_  
Manager of Corporate Administration

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
BYLAW NO. 1559**

A Bylaw to amend the Mt. Baldy Official Community Plan  
Bylaw No. 1501, 2012 of the Regional District of Kootenay Boundary

**WHEREAS** the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plans pursuant to the provisions of the *Local Government Act*;

**AND WHEREAS** the Regional District of Kootenay Boundary Board of Directors intends to change the Development Permit Guidelines regarding Snow Management and Roof Form;

**AND WHEREAS** the Regional District of Kootenay Boundary has considered the requirements under Section 879 of the *Local Government Act* with respect to early and ongoing consultation;

**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 Official Community Plan Amendment Bylaw No. 1559, 2014.
2. Insert the following text in Appendix B: Eagle Residential Development Permit Area under *Guidelines* after the guideline provision: 'Roofs should be simple and designed to retain snow.'  
"An alternative roof design may be considered, provided the application includes an assurance from a qualified registered professional with expertise in roof design in high snow load areas, that people and property are protected in a reasonable manner from the risk of snow shedding."

**READ A FIRST TIME** this 2<sup>nd</sup> day of October, 2014.

**READ A SECOND TIME** this 2<sup>nd</sup> day of October, 2014.

**PUBLIC HEARING NOTICE ADVERTISED** in the Oliver Chronicle this \_\_\_\_ day of \_\_\_\_\_, 2014 and also this \_\_\_\_ day of \_\_\_\_\_, 2014; and in the Boundary Creek Times this \_\_\_\_ day of \_\_\_\_\_, 2014 and also this \_\_\_\_ day of \_\_\_\_\_, 2014.

**PUBLIC HEARING** held on this \_\_\_\_ day of \_\_\_\_\_, 2014.

**READ A THIRD TIME** this \_\_\_\_ day of \_\_\_\_\_, 2014.

I, Theresa Lenardon, Manager of Corporate Administration hereby certify the foregoing to be a true and correct copy of Bylaw No. 1559, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1559, 2014" as read a third time by the Regional District of Kootenay Boundary Board of Directors this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Manager of Corporate Administration

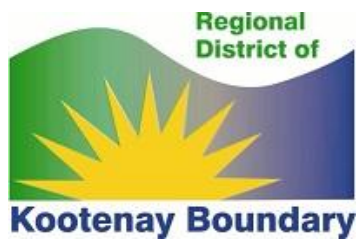
**FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
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. 1559, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1559, 2014".

\_\_\_\_\_  
Manager of Corporate Administration

**STAFF REPORT**

**Date:** 29 Sep 2014 **File**  
**To:** **Chair McGregor and Members of the RDKB Board of Directors**  
**From:** John M. MacLean, CAO  
**Re:** East End Economic Development  
 Service Establishment Bylaw  
 Amendment

**Issue Introduction**

A staff report from John MacLean, CAO regarding Bylaw No. 1564, a bylaw to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw to potentially change the method of cost apportionment.

**History/Background Factors**

The East End Services Committee has been discussing the future of economic development services for the past couple of years. At this point there seems to be some broad agreement in continuing with the service but with a slightly different cost apportionment model. The current services costs are shared among the participants on a 50/50 assessment/population basis. If the service is to continue into 2015 the consensus is that the participants would prefer a pure assessment model.

There is still much to discuss with this service and it's future. However we fully recognize the time of year and want to be prepared for the possibility of a new service. We are asking for three readings at this time. This will allow us to proceed in an expedited manor should the participants ultimately agree on a new contract and service.

**Implications**

There are no implications to the Board at this time. If we ultimately proceed with this bylaw, the cost sharing model in the east end economic service will change.

**Advancement of Strategic Planning Goals**

Not applicable.

**Background Information Provided**

- Current Service Establishment Bylaw
- Proposed Amending Bylaw

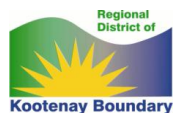
**Alternatives**

1. Receipt
2. Deferral
3. Three Readings

**Recommendation(s)**

That the staff report from John MacLean, CAO regarding Bylaw No. 1564, a bylaw to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw Service Establishment Bylaw to potentially change the method of cost apportionment be received.

That Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014 be read a first, second and third time.



**BYLAW NO. 1427**

**A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to establish an Economic Development Service in the Kootenay.**

**WHEREAS** pursuant to the provisions of the *Local Government Act*, being Chapter 323 of the Revised Statutes of British Columbia and amendments thereto, a Board may by Bylaw establish a service for the promotion of economic development;

**AND WHEREAS** the Board of Directors has deemed it appropriate to establish different terms from those outlined in the *Local Government Act* for service review and service withdrawal;

**AND WHEREAS** the Board of Directors has deemed it appropriate to accept consent to adopt this bylaw from both the municipal and electoral area participating areas;

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

**1. CITATION**

- a. This bylaw may be cited for all purposes as “Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw No. 1427, 2009.”

**2. ESTABLISHMENT AND DESCRIPTION OF SERVICE**

- a. The Board of Directors of the Regional District of Kootenay Boundary hereby establishes a service for the promotion of economic development in the Kootenay communities to be known as the “Kootenay Economic Development Service”.
- b. This service shall provide for the promotion of economic development in the Kootenay communities and, for that purpose, the Board of the Regional District of Kootenay Boundary, or its designates, is empowered and authorized to do all things necessary, including, without limiting the generality of the foregoing, obtaining required permits and licenses, employing staff, purchasing equipment or services, and entering into contracts for the purposes of the Kootenay Economic Development Service.

**3. SERVICE BOUNDARIES AND PARTICIPANTS**

- a. The boundaries of this service shall be the boundaries of Electoral Areas A, B and inclusive of the Cities of Trail and Rossland and the Villages of Fruitvale, Warfield and Montrose as outlined on the plan attached as Schedule ‘A’.
- b. The participants of this service are Electoral Areas A, B and the Cities of Trail and Rossland and the Villages of Fruitvale, Warfield and Montrose.

**4. COST APPORTIONMENT AND RECOVERY**

- a. The costs of this service shall be apportioned amongst the participants on the following basis:
  - i. 50% on the participants relative share of the converted value of land and improvements within service area
  - ii. 50% on participants relative share of the population, as determined by the Minister of Community and Rural Development from time to time, of the service area
- b. The costs for this service shall be recovered utilizing one or more of the following:
  - i. Property Value Taxation
  - ii. Fees and Charges
  - iii. Revenues raised pursuant to the Local Government Act or other

- legislation
- iv. Revenues received by way of agreement, gift, enterprise, grant or otherwise.

5. SERVICE REVIEW AND DISPUTE RESOLUTION

- a. This service shall be reviewed in the fourth quarter of 2012 and every three years thereafter.
- b. The review will look at the effectiveness and value of the service.
- c. The costs of the scheduled service review shall be borne by the service, including any facilitation or consulting costs deemed appropriate by the participants.
- d. Should any participant wish to leave the service after a scheduled service review they will be allowed to subject to the following restrictions:
- i. The leaving participant will still be responsible for their share of any existing debt or commitment.
  - ii. The leaving participant will have no claim on the assets of the service.
  - iii. The decision to leave the service must be communicated to the RDKB Board no later than July 1 of the year following the completion of the review and will take effect in the subsequent year.
- e. Should participant(s) representing 25% or more of the assessment base leave the service, and therefore make the service unsustainable, any assets of the service will be liquidated and allocated:
- i. Firstly, to the reduction of any existing debt or commitments of the service
  - ii. Secondly, to the participants on the basis of the participating member's relative share of the 2008 converted assessment.
- f. Should any participant initiate service review outside of the schedule established herein, that participant will be responsible for all costs associated with the review, unless otherwise agreed to by at least 2/3's of the participants.

Read a **FIRST** time this 29<sup>th</sup> day of October, 2009.  
Read a **SECOND** time this 29<sup>th</sup> day of October, 2009.  
Read a **THIRD** time this 29<sup>th</sup> day of October, 2009.

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. 1427 cited as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw No. 1427, 2009" as read a third time this 29<sup>th</sup> day of October, 2009..

\_\_\_\_\_  
Director of Corporate Administration

Written consent to adopt this bylaw was received from the Director of Electoral Area A the 29<sup>th</sup> day of October, 2009.

Written consent to adopt this bylaw was received from the Director of Electoral Area B the 29<sup>th</sup> day of October, 2009.

Written consent to adopt this bylaw was received from the City of Trail the 19<sup>th</sup> day of October, 2009.

Written consent to adopt this bylaw was received from the City of Rossland the 15<sup>th</sup> day of October, 2009.

Written consent to adopt this bylaw was received from the Village of Fruitvale the 16<sup>th</sup> day of October, 2009.

Written consent to adopt this bylaw was received from the Village of Warfield the 19<sup>th</sup> day of October, 2009.

Written consent to adopt this bylaw was received from the Village of Montrose 20<sup>th</sup> day of October, 2009.



**APPROVED** by the Inspector of Municipalities this 27<sup>th</sup> day of November, 2009.

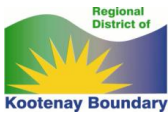
**RECONSIDERED AND FINALLY ADOPTED** this 10<sup>th</sup> day of December, 2009.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Director of Corporate 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. 1427 cited as the “Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw No. 1427, 2009” as reconsidered and finally adopted this 10<sup>th</sup> day of December, 2009.

\_\_\_\_\_  
Director of Corporate Administration



**BYLAW NO. 1564**

**A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to amend the Regional District of Kootenay Boundary Economic Development (Kootenay) Service Establishment Bylaw.**

**WHEREAS** pursuant to the provisions of the *Local Government Act*, being Chapter 323 of the Revised Statutes of British Columbia and amendments thereto, a Board may amend, by Bylaw, a service establishment bylaw;

**AND WHEREAS** the Board of Directors has deemed it appropriate to amend the cost apportionment model established in Bylaw No. 1427, 2009;

**AND WHEREAS** the Board of Directors has deemed it appropriate to accept consent to adopt this bylaw from both the municipal and electoral area participating areas;

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

1. CITATION

- a. This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014."

2. AMENDMENT

- a. Section 4(a) of Bylaw No. 1427, 2009 shall be deleted and replaced by:  
"The costs of this service shall be apportioned amongst the participants on the basis the individual participant's relative share of the converted value of land and improvements in the service area."

Read a **FIRST** time  
Read a **SECOND** time  
Read a **THIRD** time this.

I, Theresa Lenardon, 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. 1564 cited as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014.

\_\_\_\_\_  
Manager of Corporate Administration

Written consent to adopt this bylaw was received from the Director of Electoral Area A the

Written consent to adopt this bylaw was received from the Director of Electoral Area B the

Written consent to adopt this bylaw was received from the City of Trail the

Written consent to adopt this bylaw was received from the City of Rossland the

Written consent to adopt this bylaw was received from the Village of Fruitvale the

Written consent to adopt this bylaw was received from the Village of Warfield the

Written consent to adopt this bylaw was received from the Village of Montrose

**APPROVED** by the Inspector of Municipalities this

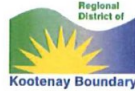
**RECONSIDERED AND FINALLY ADOPTED** this

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Manager of Corporate Administration

I, Theresa Lenardon, 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. 1564 cited as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014" as reconsidered and finally adopted this .

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Read a **FIRST** time

Read a **SECOND** time

Read a **THIRD** time this.

I, Theresa Lenardon, 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. 1564 cited as "Regional District of Kootenay Boundary Economic Development (Kootenay) Service Amendment Bylaw No. 1564, 2014."

\_\_\_\_\_  
Manager of Corporate Administration

2

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**APPROVED** by the Inspector of Municipalities this

**RECONSIDERED AND FINALLY ADOPTED** this

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Manager of Corporate Administration

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\_\_\_\_\_  
Manager of Corporate Administration

**STAFF REPORT**

<b>Date:</b>	<b>September 5, 2014</b>	<b>File:</b>	
<b>To:</b>	<b>Chair McGregor and Board of Directors</b>		
<b>From:</b>	<b>Mark Andison, General Manager of Operations / Deputy CAO</b>		
<b>RE:</b>	<b><u>BUILDING BYLAW CONTRAVENTION</u></b> <b>1654 GREEN ROAD, FRUITVALE, B.C.</b> <b>ELECTORAL AREA 'A'</b> <b>PARCEL IDENTIFIER: 017-376-386</b> <b>LOT A, D.L. 1236, KD, PLAN 19338</b> <b>OWNERS: DAVID AND DONNA BISARO</b>		

**Issue Introduction**

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

**History/Background Factors**

The owners, David and Donna Bisaro have started construction of an **addition to a single family dwelling** at the above referenced property without first obtaining a building permit.

July 4, 2014	<b>First registered letter</b> mailed to owner requesting a response by July 11, 2014;
July 10, 2014	Canada Post confirmation that the letter was successfully delivered;
July 15, 2014	<b>Second registered letter</b> mailed to owner requesting a response by July 22, 2014;
July 24, 2014	Canada Post confirmation that the letter was successfully delivered;
Aug. 7, 2014	<b>Third registered letter</b> to owner requesting a response by August 22, 2014;
Aug. 16, 2014	Canada Post confirmation that the letter was successfully delivered.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

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Staff Report  
October 2, 2014  
Page 1 of 3

**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 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 August 7, 2014;
- Registered letter dated July 15, 2014;
- Registered letter dated July 4, 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).

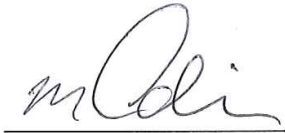
**Recommendation(s)**

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 owners, David and Donna Bisaro, 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, D.L. 1236, KD, Plan 19338.

Respectfully submitted:



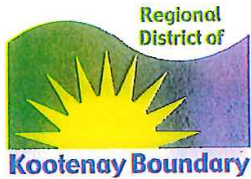
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Concurrence:

(C.A.O.)

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August 7, 2014

REGISTERED MAIL

David and Donna Bisaro  
1654 Green Road  
Fruitvale, B.C. V0G 1L1

**Re: STOP WORK ORDER  
Addition to a Single Family Dwelling  
1654 Green Road, Area 'A'  
Lot A, D.L. 1236, Plan NEP19338**

Further to our site visit, Stop Work Order letter dated July 4, 2014 and registered letter dated July 15, 2014 we have not received any documentation for the start of construction for an addition to a single family dwelling at the above noted address without a valid 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.

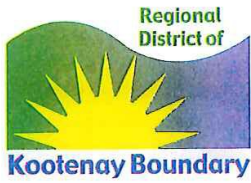
If we do not receive a submitted application and documentation by **August 22, 2014**, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter (copies attached). This notice will refer to a building bylaw contravention on the above referenced property and does not limit further action being taken.

If you have any questions, please contact the undersigned at 250-368-0222.

Yours truly,

Don Lepitre  
Building and Plumbing Official



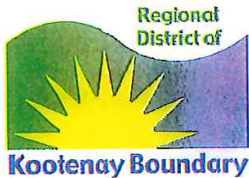


cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachment

/sb





July 15, 2014

REGISTERED MAIL

David Bisaro  
1654 Green Road  
Fruitvale, B.C. V0G 1L1

**Re: STOP WORK ORDER  
Addition to a Single Family Dwelling  
1654 Green Road, Area 'A'  
Lot A, D.L. 1236, Plan NEP19338**

Further to our site visit and Stop Work Order letter dated July 4, 2014 we have not received any documentation for the start of construction for an addition to a single family dwelling at the above noted address without a valid building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

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To apply for a building permit, please fill out enclosed application with required documentation and submit information to our office by **July 22, 2014**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

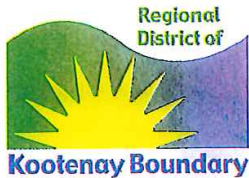
Yours truly,

Don Lepitre  
Building and Plumbing Official

Attachment

/sb





July 4, 2014

David Bisaro  
1654 Green Road  
Fruitvale, B.C. V0G 1L1

REGISTERED MAIL

**Re: STOP WORK ORDER  
Addition to a Single Family Dwelling  
1654 Green Road, Fruitvale, B.C.  
Lot A, D.L. 1236, Plan NEP19338**

This letter confirms a **Stop Work Order** on July 4, 2014 for the start of construction for an addition to a single family dwelling at the above noted address without a valid 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;

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To apply for a building permit, please fill out enclosed application with required documentation and submit information to our office by **July 11, 2014**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

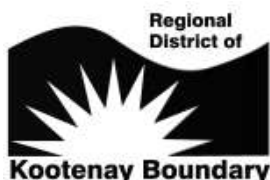
Don Lepitre  
Building and Plumbing Official

Attachment

/sb







## STAFF REPORT

Prepared for meeting of September 2014

<b>Provincial Referral – LCLB Kettle Valley Golf Club Change of Hours</b>			
<b>To:</b> Chair McGregor and Members of the RDKB Board of Directors			
<b>Applicant:</b> Kettle Valley Golf Club		<b>File No:</b> E-514-03133.000	
<b>Location:</b> 3280 Highway 3, between Rock Creek and Midway, Electoral Area 'E'/West Boundary			
<b>Legal Description:</b> Lot 11, DL 514, SDYD, Plan KAP843, Except Plan H1, Lot 18, Lot 21, Lot 22, DL 514, SDYD, Plan KAP843		<b>Area:</b> 31.34 ha (77.44 acres)	
<b>OCP Designation:</b> None	<b>Zoning:</b> None	<b>ALR status:</b> Partially In	<b>DP Area:</b> None
<b>Contact Information:</b> Aaron Rixin, General Manager Kettle Valley Golf Club PO Box 58 Rock Creek, BC V0H 1Y0 <a href="mailto:kvgc1927@gmail.com">kvgc1927@gmail.com</a>			
<b>Report Prepared by:</b> Jeff Ginalias, Planner			

### ISSUE INTRODUCTION

The Kettle Valley Golf Club has applied to the Liquor Control and Licensing Branch (LCLB) to amend their liquor primary license to change the hours of liquor sales. The LCLB is seeking comments from the Regional District regarding the proposed changes.

The Golf Club is located 3280 Highway 3, a few kilometers east of Rock Creek (*see Site Location Map*). They are licensed to serve liquor seven days a week, 11am-11pm. They wish to change their hours to begin serving earlier and stop serving earlier; namely from 10am-10pm.

## HISTORY / BACKGROUND FACTORS

The golf course began operating in 1923. A liquor license approval was granted in 1988.

There is no Official Community Plan or zoning bylaw in place in this portion of the Electoral Area 'E'/West Boundary to provide any land use policies. The golf course is partially within the Agricultural Land Reserve. However, the ALR status has no impact regarding the present proposal.

## PROPOSAL

The applicant wishes to change the hours of liquor sales from 11 am to 11 pm, Monday through Sunday to 10 am to 10 pm, Monday through Sunday. They want to begin serving one hour earlier and stop serving one hour earlier every day. They do not state the reason for the change in hours.

### *Chart of Hours of Operation for the Kettle Valley Golf Club*

#### CURRENT HOURS FOR LIQUOR SALE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11am-11pm	11am-11pm	11am-11pm	11am-11pm	11am-11pm	11am-11pm	11am-11pm

#### PROPOSED HOURS FOR LIQUOR SALE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10am-10pm	10am-10pm	10am-10pm	10am-10pm	10am-10pm	10am-10pm	10am-10pm

## IMPLICATIONS

The RDKB (local government) is asked to provide comments and recommendations with respect to the proposed changes, paying particular attention to the following criteria:

- the potential for noise; and
- the impact on the community.

In addition to considering the above noted criteria, the Regional District is soliciting the views of nearby residents, and the larger community, by means of a sign, placed on the property and visible from the road at the front of the building.

## IMPLICATIONS

The RDKB has been asked to provide comments and recommendations with respect to the proposed changes, paying particular attention to the following criteria:

*Potential for noise:*

The golf course is relatively isolated and it does not appear that there is potential for an increase in noise. There are no residences nearby.

*Potential impacts to the community:*

As the establishment is isolated from residential uses and already has a liquor license, a one hour change in the hours of operation does not appear to have the potential for negative impacts to the community.

*Primary purpose of the establishment:*

The proposed change in hours appears to be consistent with the primary purpose of the establishment. The manager advises that the change in hours would be more consistent with the hours of operation of the golf course, especially when they host tournaments and events.

*Views of residents:*

A signboard that describes the proposed change to the hours of liquor sales has been posted in two locations in the clubhouse since the third week of August (*see Sign Postings*). As of September 17, 2014 the Planning and Development Department has not received any comments regarding the proposed change.

**APC COMMENTS**

The Electoral Area 'E'/West Boundary APC support this application.

**BACKGROUND INFORMATION PROVIDED**

*Site Location Map*

*Applicant's Submission*

*Sign Postings*

**RECOMMENDATION**

That the staff report regarding the application to the Liquor Control and Licensing Branch by Kettle Valley Golf Club for an amendment to their primary liquor license for a change in hours, be received.

Based on the information provided, and in compliance with Part 5 of the *Liquor Control and Licensing Form*;

Be it resolved that:

- 1. The Board recommends the permanent amendment for the liquor primary license be supported for the following reasons:**

The operators of the Kettle Valley Golf Club want to change the hours of their liquor license to better suit the operations of the Golf Club. Amending the hours to serve liquor one hour earlier and stop serving one hour earlier better suits the needs of the customers, is more accommodating to staff, and should have no impact on the community and neighbouring property owners if approved.

**2. The Board's comments on the prescribed considerations are as follows:**

**a. The potential for noise:**

The Golf Club is a large property located along Highway 3 between Rock Creek and Midway. The neighbouring parcels are a mix of agricultural, commercial and residential. There are no residences near the clubhouse. The impacts on these parcels to the proposed change in hours, serving one hour earlier and stopping service one hour earlier, are likely to be negligible. There should be no potential for an increase in noise.

The RDKB has no history of noise related or other disturbance complaints associated with this business.

**b. The impact on the community:**

If the application is approved, the impact is expected to be positive or neutral. It will better support the operations of the Golf Club. It may support growth in tourism and offer an improved social venue for residents. As noted above, the location of the operation to neighbouring properties and the proposed change in hours should not impact the community. There is no change or expansion of use of the property. The change in hours should not result in increased traffic or parking, or congestion.

**3. The Board's comments on the views of the residents are as follows:**

The applicant posted a notice of the proposed development in the front window of their establishment. The notices were posted from August 28, 2014 through October 2, 2014. No comments have been received by the Planning and Development Department.

The undersigned hereby certifies that the above resolution to be a true copy of the resolution passed by the Board of Directors of the Regional District of Kootenay Boundary on October 2, 2014.



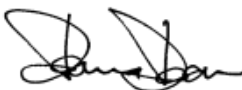
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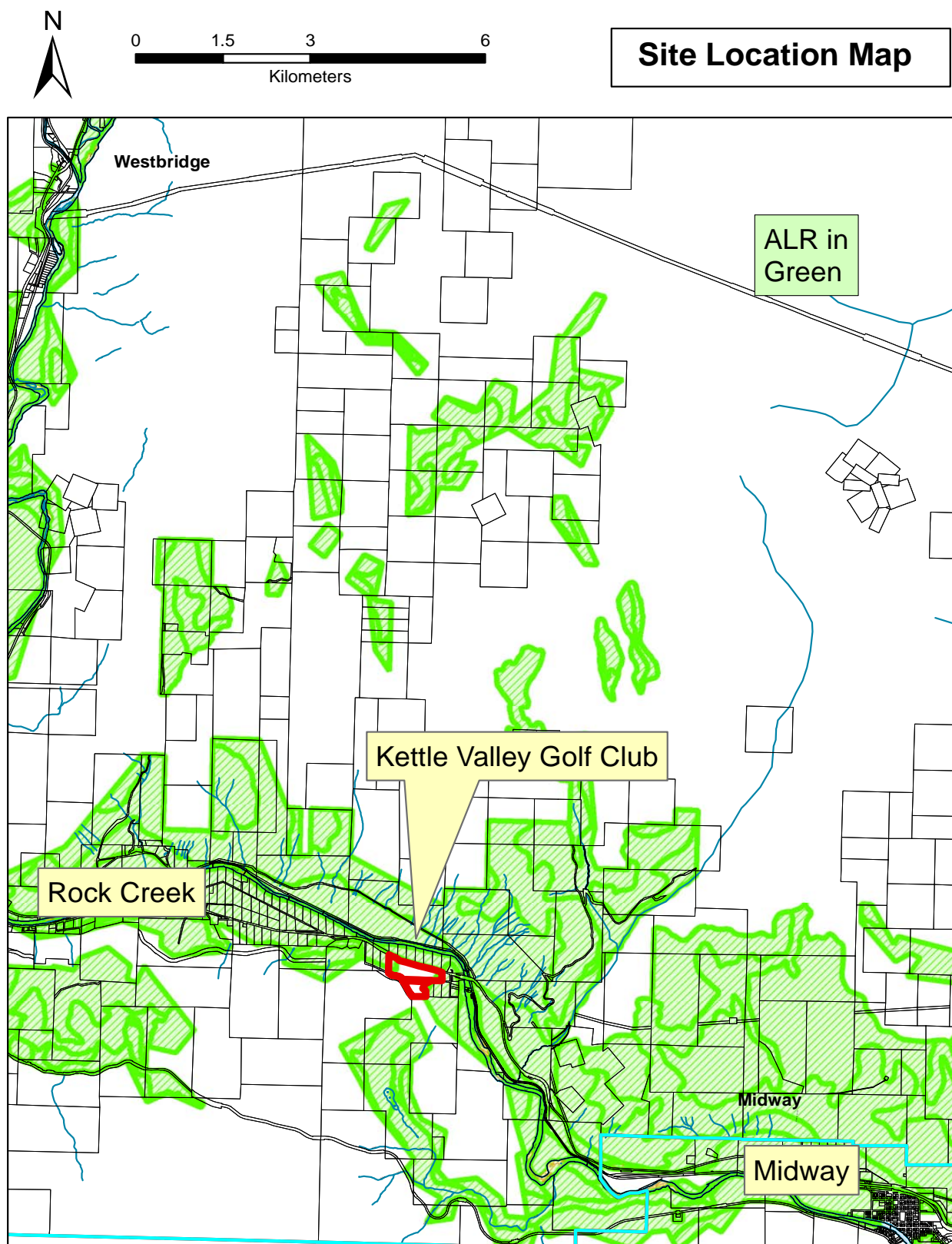
Authorized Official

*Respectfully Submitted:*

*Concurrence: (Department  
Head)*

*Concurrence: (CAO)*





Projected Coordinate System:  
NAD 83 UTM Zone 11N



BRITISH  
COLUMBIA

# Application for a Permanent Change to a Liquor Licence

All Licence Types

Liquor Control and Licensing Form LCLB005b

## FILLING OUT THIS FORM:

Complete all applicable fields then submit with payment as outlined in Part 9 of this application form.

- If you have any questions about this application, call Liquor Control and Licensing Branch (LCLB) toll-free at: 1 866 209-2111.
- LCLB forms and supporting materials referred to in this document can be found at: [www.pssg.gov.bc.ca/lclb](http://www.pssg.gov.bc.ca/lclb)

## Application Contact Information

The applicant authorizes the person below to be the primary contact for the duration of the application process only.

Name: Aaron Rexin

Phone number: 250 446-2826

Fax number: 250-446-2871

E-mail address: kugc1927@gmail.com

## Licensee Information

Licensee name [as shown on licence]: Kettle Valley Golf Club

Establishment name [as shown on licence]: Kettle Valley Golf Club

Establishment  
Location address  
(as shown on licence):

RR2, 5140 A C18 Hwy 3  
Street

Rock Creek  
City

B.C.  
Province

V0H-1Y0  
Postal Code

Mailing address:  
(All correspondence  
will go to this address)

Box RR2, 5140 A C18 Hwy 3  
Street

Rock Creek.  
City

B.C.  
Province

V0H-1Y0  
Postal Code

Business Tel with area code: 250-446-2826

Business Fax with area code: 250 446-2871

Business e-mail: kugc1927@gmail.com

Contact Name: Rexin Aaron Douglas  
last / first / middle

Title/Position: General Manager.

## Type of Change Requested

Please check ☒ appropriate box(es) below and provide licence numbers affected for each requested change. You may complete more than one change section on this form. **An incomplete application will be held for a maximum of thirty (30) days.** If still incomplete after the thirty (30) day period, the application may be terminated.

Type of change requested	Licence numbers affected MANDATORY	JOB NUMBER Office Use ONLY
1. Establishment/business or licence name change (p.2)		(C2-LIC) (sub)
2. Food-primary entertainment endorsement (p.2)		(C2-LIC) (sub)
3. Request for change in terms and conditions (p.2)		(C3-LIC) (sub)
4. Live theatres requesting liquor service (p. 2)		(C3-LIC) (sub)
5. Request for tied house restrictions exemption (p. 3)		(C3-LIC) (sub)
6. Change to hours of sale (p.3)	<u>153117</u>	(C3-LIC) (sub) <u>69619432</u>
7. Catering endorsement (p.4)		(C3-LIC) (sub)

**REFER TO PART 12 TO SEE THE APPROVAL PROCESS FOR THE TYPE OF CHANGE YOU HAVE REQUESTED.**

## Applying for other permanent changes to your licence?

- To apply for alterations or additions to a licensed establishment (structural changes), use an *Application for a Structural Change*. For Liquor Primary and Liquor Primary Club, use form LCLB012a; for Food Primary, use LCLB012b; for Manufacturer and Winery Endorsements, use LCLB013; for Wine Store and Licensee Retail Store, use LCLB012c.
- To apply to have a third party management firm or lessee operate your licensed establishment, use the *Application to Add or Change a Licensee's Third Party Operator* (LCLB026) or to apply for a resident manager to operate your establishment, use the *Application to Add or Change a Licensee's Resident Manager* (LCLB025).
- To apply for a change to the shareholders, directors, licensee name or to add a receiver or executor, use the *Application for a Permanent Change to a Licensee* (LCLB005a).

**PART 1: Establishment or Business Name Change and/or Licence Name Change** **C2 - LIC**

To be completed when the licensee wishes to change the name of an establishment or business and/or licence.

Note: If a name change results in a change in exterior signs, the signs are subject to branch approval.

Fee: \$220 per licence x  licences = \$

**Establishment or business name change:**

Current establishment or business name as shown on licence:

Proposed name:

**Licence name changes:**

Licence #:  Current licence name:

Proposed licence name:

Licence #:  Current licence name:

Proposed licence name:

**Attach the following:**

Sketch or picture of the proposed establishment or business signage.

Also complete Parts 8 and 9

**PART 2. Entertainment Endorsement (Food Primary licenses only)** **C2 - LIC**

According to the type of entertainment being applied for, complete either (A) or (B) below and attach required documents:

**A) Patron non-participation entertainment endorsement (e.g., musicians)**

Note: Patron non-participation entertainment must end by 1:00 a.m. Fee: \$220 per licence x  licences = \$

Submit a letter of intent describing, in detail, the form of patron non-participation entertainment proposed and where it will take place in your restaurant.

**B) Patron participation entertainment endorsement (e.g., dance floor):**

Note: Patron participation entertainment must end by midnight. Fee: \$330 per licence x  licences = \$

Submit a letter of intent describing, in detail, the form of patron participation entertainment proposed and where it will take place in your restaurant.

Request a local government/First Nation resolution commenting on the application (local government must complete Part 11 of this form. For further information on local government resolutions, read Part 10).

There are restrictions related to forms of entertainment, sound systems, etc. If you are uncertain about any of the details of your proposal, consult with licensing staff at LCLB in Victoria (see contact information on page 5 of this form).

NOTE – When relocating a Food-Primary establishment: An endorsement for patron participation entertainment cannot transfer location without local government/First Nations comment and LCLB approval. This is required because the local government/First Nation must be provided an opportunity to reconsider the impact of the endorsement on the community given the establishment's new location. Use this form to reapply for the endorsement but do not pay the application fee(s).

Are you submitting an application to transfer the location of a Food Primary licence with this application? Yes No

Also complete Parts 8 and 9

**PART 3. Request of Change in Terms and Conditions** **C3 - LIC**

This section may be used for requests to change the terms and conditions on a liquor licence including requests to the general manager for an exercise of discretion. Depending on the nature of the licence change requested, local government and public input may be required.

Fee: \$220 per licence x  licences = \$

**Attach:**

A letter of intent describing, in detail, the proposed change to your licence and compelling reasons for your request. To request discretion, provide a written submission detailing why a request for discretion should be approved. All documentation to support your request for discretion must be submitted together in one package; the branch will not consider additional materials submitted after a completed application is received. If a staff report is prepared in regards to your request, you will be provided with a copy and will have two weeks to provide any comment before the request for discretion is considered by the General Manager. For more information on requests for discretion, see section 4.1.2 of the Licensing Policy Manual (<http://www.pssg.gov.bc.ca/lclb/docs-forms/lclb207-policy-licensing.pdf>)

Also complete Parts 8 and 9

**PART 4. Live theatres requesting liquor service in conjunction with films/broadcasts**

Licensed live event theatres may apply for permission to serve liquor in conjunction with films and broadcasts. Please provide a written proposal detailing your request.

See Policy Directive 12-02 for the conditions that apply to liquor service at live theatres during films and broadcasts. LCLB will forward your application to your local government/first nation for comment. Consideration will also be given to the compliance history of the establishment.

Also complete Parts 8 and 9

**PART 5. Request for Exemption from Tied House Restrictions (Manufacturers only)****C3 - LIC**Fee: \$220 per licence x        licences = \$       

As of March 1, 2013, licensed manufacturers may own or have an association with up to 3 licensed establishments (LP, LRS, FP, Catering) that are not located on the same site as the manufacturer and where the manufacturer's products may be sold.

Attach a signed letter for each manufacturing licence that you are applying for above, stating the following:

Identify the manufacturer (by licence name and licence number) applying for the exemption. If the manufacturer is not yet licensed, provide the proposed licence name, location address and the job number assigned to your file.

Identify the liquor licences (by name and number) that you wish to have exempted from the tied house restrictions (maximum you can ever apply for is three).

Disclose the manufacturer's production amount (minus spillage) for the previous year.

For more information on requests for exemption, see Policy Directive 13-03.

**Also complete Parts 8 and 9****PART 6. Change to Hours of Sale****C3 - LIC****(Liquor Primary, Liquor Primary Club, Food Primary & Manufacturer endorsements)**

Pursuant to Section 12(3) of the Liquor Control and Licensing Act, the general manager may limit the days and hours that an establishment is permitted to be open for the sale of liquor.

Hours of liquor sales for Food Primary establishments must meet with the dining habits of the clientele expected. Liquor must not be served unless the establishment is open for the service of a varied selection of menu items.

Licensees may apply to revise hours of sale, subject to any restrictions within the *Liquor Control and Licensing Act*, Regulations, branch policies and/or original terms and conditions of licensing. In some instances, the general manager of the Liquor Control and Licensing Branch may require the licensee to post public notices before a decision to alter licence hours is considered.

Check (✓) the appropriate change, and provide the requested information and documents:

**A) Food Primary**

- (i) Request to change hours of liquor sales before midnight Fee: \$220 per licence x ☒ licences = \$ 220  
• complete proposed hours of sale table below

- (ii) Request to extend hours of liquor sales later than midnight Fee: \$330 per licence x        licences = \$         
• complete proposed hours of liquor sale table below, and  
• request a local government/First Nation resolution commenting on the application (local government must complete Part 11 of this form; for further information on local government/First Nations resolutions, read Part 10).

**Note: if you have patron participation entertainment, it must end by midnight**

**B) Liquor-Primary, Liquor-Primary Club, Winery Special Event Area or Winery Lounge**

- (i) Request to change the hours of liquor sales within the hours currently approved:  
• complete proposed hours of sale table below Fee: \$220 per licence x        licences = \$

- (ii) Request to change the hours of liquor sales outside the hours currently approved:  
• complete proposed hours of liquor sale table below, and Fee: \$330 per licence x        licences = \$         
• request a local government/First Nation resolution commenting on the application (local government must complete Part 11 of this form; for further information on local government/First Nation resolutions, read Part 10).

Complete the table below, indicating proposed hours of liquor sales:

**Current Hours of Liquor Sale:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
OPEN	<u>11:00am</u>	<u>11:00am</u>	<u>11:00am</u>	<u>11:00am</u>	<u>11:00am</u>	<u>11:00am</u>	<u>11:00am</u>
CLOSED	<u>11:00pm</u>	<u>11:00pm</u>	<u>11:00pm</u>	<u>11:00pm</u>	<u>11:00pm</u>	<u>11:00pm</u>	<u>11:00pm</u>

**Proposed Hours of Liquor Sale:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
OPEN	<u>10:00am</u>	<u>10:00am</u>	<u>10:00am</u>	<u>10:00am</u>	<u>10:00am</u>	<u>10:00am</u>	<u>10:00am</u>
CLOSED	<u>10:00pm</u>	<u>10:00pm</u>	<u>10:00pm</u>	<u>10:00pm</u>	<u>10:00pm</u>	<u>10:00pm</u>	<u>10:00pm</u>

**NOTE – When relocating a Food-Primary establishment:** An endorsement for hours of liquor service after midnight cannot transfer location without local government/First Nations comment and LCLB approval. Use this form to reapply for the endorsement but do not pay the application fee(s).

Are you submitting an application to transfer the location of a Food Primary licence with this application? Yes ☐ No ☒

**Also complete Parts 8 and 9**

LCLB0005b

3 of 7

Application for Permanent Change to Liquor Licence

RECEIVED  
APR 23 2014  
LICENSING  
VICTORIA BC

RECEIVED  
APR 23 2014  
LICENSING  
VICTORIA BC

**PART 7. Request for Catering Endorsement (Food Primary and Liquor Primary licences only)**

Food primary and liquor primary licensees (excluding liquor primary club licensees) may apply for a catering endorsement if they wish to be licensed to transport and sell liquor at catered events where they have been hired to provide food service. The catered events must be hosted by other people and must take place outside the 'red-lined area' (the area where liquor is sold, served and consumed) and generally away from the establishment. The caterer must be present for the duration of a catered event. Licences with a catering endorsement are subject to an annual licensing fee of \$100 in addition to the annual renewal fees.

Fee: \$330 per licence x  licences = \$

To qualify for an endorsement the applicant must demonstrate at the time of inspection:

- Catering service is focused on the preparation and serving of food.
- The applicant has the personnel and infrastructure necessary to prepare and serve food at events hosted by others. This includes a requirement to have a full commercial kitchen at the applicant's existing licensed establishment.

**NOTE:** If a licence is approved with a catering endorsement, the licensee must notify LCLB of all catered events (except in private residences) using OneStop ([www.bcbusinessregistry.ca](http://www.bcbusinessregistry.ca)). Some events may require approval from LCLB before the catered event can take place. Further information about how to notify LCLB will be provided by your local liquor inspector when they complete their final inspection.

LCLB will review your application and if approved you will be required to arrange a final inspection. If the liquor inspector is not satisfied with your kitchen equipment, food selection, advertising and staffing, you may be required to make changes and schedule a second (2<sup>nd</sup>) inspection to confirm you meet the requirements of a catering endorsement. **A fee of \$200 will be charged if a second (2<sup>nd</sup>) inspection is required.**

*Also complete Parts 8 and 9*

APR 23 2014  
LCLB BC  
LICENCE

**PART 8: Declaration**

**My signature (the licensee's) below indicates that I understand and acknowledge:**

All of the information given is true and complete to the best of my knowledge. Section 15(2) of the *Liquor Control and Licensing Act* states, "A person applying for the issue, renewal, transfer or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application, commits an offence".

*Signature of any shareholder of a private corporation, signing officer of a public corporation or society, sole proprietor or all individuals in a partnership is required below:*

**Note:** An agent, lawyer, resident manager or third party operator **may not** sign the declaration on behalf of the applicant.

Name of Official: Rexin Aaron Douglas  
(last / first / middle)

Position: General Manager Date: 22/04/2014 Signature: [Signature]  
(Day/Month/Year)

Name of Official: \_\_\_\_\_  
(last / first / middle)

Position: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Day/Month/Year)

Name of Official: \_\_\_\_\_  
(last / first / middle)

Position: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Day/Month/Year)

Name of Official: \_\_\_\_\_  
(last / first / middle)

Position: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
(Day/Month/Year)

**PART 9: Application Fees**

TOTAL FEE Submitted: \$ 220.00

In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email.

Payment is by (check ☒ one):

- ☒ Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged)
- ☐ Money order, payable to Minister of Finance
- ☐ Credit card: ☐ VISA ☐ MasterCard ☐ AMEX

☐ I am submitting my application by email and I will call with my credit card information. I will call Victoria Head Office at 250-952-5787 or 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full.

☐ I am submitting my application by fax or mail and have given my credit information in the space provided at the bottom of the page.

**Liquor Control and Licensing Branch**

Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1

For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8

Phone: 250 952-5787 Fax: 250 952-7066 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca

LCLB005b

5 of 7

Application for Permanent Change to Liquor Licence

Credit Card Information (To be submitted by fax or mail only)

Name of cardholder (as it appears on card): \_\_\_\_\_

Credit card number: \_\_\_\_\_ Expiry date: \_\_\_\_\_ / \_\_\_\_\_  
(Month) (Year)

Signature: \_\_\_\_\_

8/14/2014 4:11:27 PM

Nicholas, Lindsey JAG:EX

250 952-7066

Page 8

**PART 10: Local Government/First Nation Resolutions: (Information for the Applicant)**

For the following changes a resolution from your local government or First Nation, commenting on the application is required:

- Part 2(1b): Food-primary patron participation entertainment endorsement, and
  - Parts 5(A)(ii) and 6(B)(ii): Changes to hours of sale
- Licence responsibilities:

- Fill out appropriate change application sections in this form.
- Request your local government/First Nation to sign and date Part 11 of this form.
- Provide a photocopy of this form to the local government/First Nation and request that a resolution be provided within 90 days and sent directly to the Liquor Control and Licensing Branch, Victoria Head Office.
- Send the original form and application fees to the branch.
- The Liquor Control and Licensing Branch will follow up with the local government/First Nation if a resolution has not been received by the Branch within 90 days of the local government's receipt of your request.

Your local government/First Nation may decide that it does not wish to provide comment on your change request. However, they must still provide a resolution stating this decision and this resolution must be submitted to the Liquor Control and Licensing Branch.

For more information on resolutions regarding B.C. liquor licences, please visit the LCLB website publication index to consult the guide *Role of Local Government and First Nation* at <http://www.pssc.gov.bc.ca/lclb>.

**PART 11: Local Government/First Nation Confirmation of Receipt of Application**

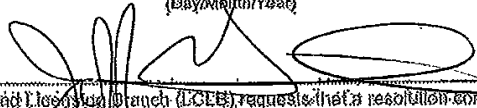
This application serves as notice from the Liquor Control and Licensing Branch (LCLB) that an application for one or more of the following changes to a liquor licence has been made within your community:

- Hours of liquor service past midnight for a food primary licence;
- Changes to hours of liquor service for a liquor primary, liquor primary club, winery lounge or winery special event endorsement;
- Addition of patron participation entertainment endorsement for a food primary licence.

Local government/First Nation (Name): REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Name of Official: GINALIAS JEFFREY L. Title/Position: PLANNER  
(Last/First/Middle)

Date of receipt of application: 15/08/2014 Phone Number: 250-368-0228  
(Day/Month/Year)

Signature of Official: 

The Liquor Control and Licensing Branch (LCLB) requests that a resolution commenting on this application be sent to the LCLB Victoria Head Office within 90 days of the above date of receipt.

To comply with section 63 of the Liquor Control and Licensing Regulation, this resolution must:

- \* Comment on the following regulatory criteria:
  - the potential for noise if the application is approved;
  - the impact on the community if the application is approved; and
  - whether the amendment may result in the establishment being operated in a manner that is contrary to the primary purpose (provide comments only if the application is for a food primary licence for an extension of hours of liquor service past midnight or the addition of patron participation entertainment).
- \* Indicate whether or not the views of residents were gathered, and if not, provide reasons why they were not gathered (residents include residents and business owners):
  - If the views of residents were gathered explain:
    - the views of the residents;
    - the method used to gather the views of the residents; and
    - comments and recommendations with respect to the views of residents.
- \* Provide recommendations as to whether the amendment should be approved.

You must refer to and attach any report presented by an advisory body or sub-committee in the application or board.

If more than 90 days are required to provide a resolution, please contact the branch to make a request to the general manager for an extension. If the local government/First Nation decides not to provide comment, a resolution indicating this decision must be provided to the branch. Please be advised that if the LCLB does not receive a resolution or a request for an extension within 90 days, the general manager is authorized to review the application without a resolution and make a decision about the application.

For more information on resolutions regarding B.C. liquor licences, please visit the LCLB website publication index to consult the guide *Role of Local Government and First Nation* at <http://www.pssc.gov.bc.ca/lclb>.

LCLB008

6 of 7

LIQUOR CONTROL & LICENSING  
Application for Permanent Change to Liquor Licence

SEP - 5 2014

VICTORIA, BC



Kettle Valley Golf Club Signs for Proposed Change of Hours





## STAFF REPORT

Prepared for meeting of September 2014

Provincial Referral – ALR Subdivision			
<b>To:</b> Chair McGregor and Members of the RDKB Board of Directors			
<b>Owners:</b> Floyd and Joyce Jensen Bron and Sons Nursery		<b>File No:</b> D-362-02691.000 D-363-02673.000	
<b>Location:</b> 3601 Latkin Road and 3540 Almond Gardens Road West			
<b>Legal Description:</b> Block 26, DL 362, SDYD, Plan KAP2430, Except Plan A965 Lot 15, DL 363, SDYD, Plan KAP2430, Portion EXC PCL A PL B5901 Except Plan 7521		<b>Area:</b> 6.45 acres (2.6 ha) 9.13 acres (3.7 ha)	
<b>OCP Designation:</b> Agricultural Resource	<b>Zoning:</b> Agricultural Resource 1 (AGR1)	<b>ALR status:</b> Entirely within	<b>DP Area:</b> No
<b>Contact Information:</b> Bron and Sons Nursery PO Box 2643 Grand Forks, BC V0H 1H0 1-800-831-9611 <a href="mailto:marie@bronandsons.com">marie@bronandsons.com</a>			
Prepared by: Jeff Ginalias, Planner			

### ISSUE INTRODUCTION

Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen, owners of an adjacent parcel, have submitted an application for subdivision in the Agricultural Land Reserve (ALR). The two parcels are south of Grand Forks, near Almond Gardens Road and Latkin Road (*see Site Location Map*).

The proposed subdivision is a boundary adjustment; no new lots are being created. Bron and Sons would enlarge their parcel to expand their agricultural operations. The Jensen's' would reduce the size of their parcel accordingly. A boundary adjustment is a

type of subdivision and as the parcels are in the ALR, Agricultural Land Commission approval is required.

## **HISTORY / BACKGROUND FACTORS**

The properties are in Electoral Area 'D'/Rural Grand Forks. They are designated 'Agricultural Resource' in the Official Community Plan and zoned 'Agricultural Resource 1' (AGR1) in the Zoning Bylaw. Both parcels are entirely in the ALR.

### *Current Uses on the Land:*

The applicants list the following uses on the Latkin Road (south) parcel:

- Residential home and barn. The land is not currently used for farming.

### *Adjacent Land Uses:*

The applicants list the adjacent land uses from the Latkin Road parcel:

- |       |   |              |
|-------|---|--------------|
| North | - | Bron Nursery |
| East  | - | Bron Nursery |
| South | - | Residential  |
| West  | - | Alfalfa      |

### *Agricultural Capability Mapping:*

The Agricultural Capability Mapping for both parcels is Class 5, limited by soil moisture deficiency. Both parcels are improvable to Class 2.

For the Latkin Road parcel, while improvable to Class 2, it remains limited by soil moisture deficiency and stoniness. For the Almond Gardens Road parcel (Bron and Sons Nursery), also improvable to Class 2, about 2/3 of the parcel is similarly limited by soil moisture deficiency and stoniness, while the northwest corner is limited only by soil moisture deficiency.

Under this rating system, the classifications range from Class 1 which has no significant limitations on crops, to Class 7 which has no capability for arable culture or permanent pasture.

This agricultural land capability information and the map were prepared from information generated by Herb Luttmerding, P. Ag., as part of the professional services he provided in developing the Boundary Agricultural Area Plan. This information may differ some from the agricultural capability mapping information generated by the Province. If the application is forwarded to the ALC, they will use the information they deem most appropriate in their determination of agricultural capability, whether it be this, their own mapping, or a combination of information.

## PROPOSAL

The applicants seek a boundary adjustment to extend the boundaries of the Bron and Sons Nursery property, to encompass most of the Latkin Road parcel. The expanded area would be used for agricultural production (potted plants) (*see Applicants' Submission*).

The area proposed for expansion is about 1.8ha. The Latkin Road parcel would decrease in area from 2.6 ha to about 0.8 ha. The Bron and Sons parcel would increase in area accordingly, from 9.13 ha to 10.93 ha.

## IMPLICATIONS

The zoning bylaw (Section 307) has a minimum parcel area exception for alteration of interior parcel lines (boundary adjustments) between two or more parcels. Boundary adjustments are permitted provided that:

- No additional parcels are created upon completion of the alteration;
- The alteration does not infringe upon the required setbacks for existing buildings and structures; and
- The alteration does not reduce the site area required for a sewage disposal system.

Based on the proposal, the Latkin Road parcel appears to satisfy the setbacks for buildings and structures. The barn would satisfy the rear setback of 4.5 meters, and both the barn and house satisfy the 1.5 meter setback from the new interior parcel line. The front and west interior parcel line setbacks remain unchanged and are satisfied.

Interior Health recommends that parcels not serviced by community water and sewer be at least 1 ha in area. The Latkin Road parcel, at 0.8 ha, will be smaller than that. However, it is already developed. If the boundary application proceeds to the formal subdivision stage, the Approving Officer will consider the adequacy of the parcel size in the subdivision review.

## APC COMMENTS

The Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission provided the following comments:

- Policy is not to subdivide ALR lands;
- Application is for a lot line adjustment and doesn't create any additional lots;
- Approval will see agricultural land being used for agriculture, which it currently isn't.

The APC recommends this application for approval.

**PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS**

The proposed boundary adjustment satisfies a minimum parcel area exception in the zoning Bylaw. No new parcels are being created, and there are no new issues regarding access. The proposal appears to improve the agricultural potential of the bigger lot by making it larger and capable of more agricultural production. The reduction in area of the smaller lot should not have a current off-set as that area is not being used for agriculture. Whether that is a fair trade-off for the future may be a matter for the ALC to consider. The ALC will review this application under their mandate as to whether the proposal is in the best interests of agriculture.

Other possible concerns are discussed in the Implications section, above and will be addressed if the application proceeds to the subdivision stage.

**BACKGROUND INFORMATION PROVIDED**

*Site Location Map*

*Ag Capability Map*

*Applicants' Submission*

**RECOMMENDATION**

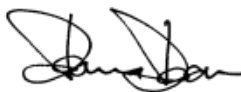
That the staff report regarding the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel, for the properties legally described as Block 26, DL 362, SDYD, Plan KAP2430, Except Plan A965 and Lot 15, DL 363, SDYD, Plan KAP2430, Portion EXC PCL A PL B5901 Except Plan 7521, be received.

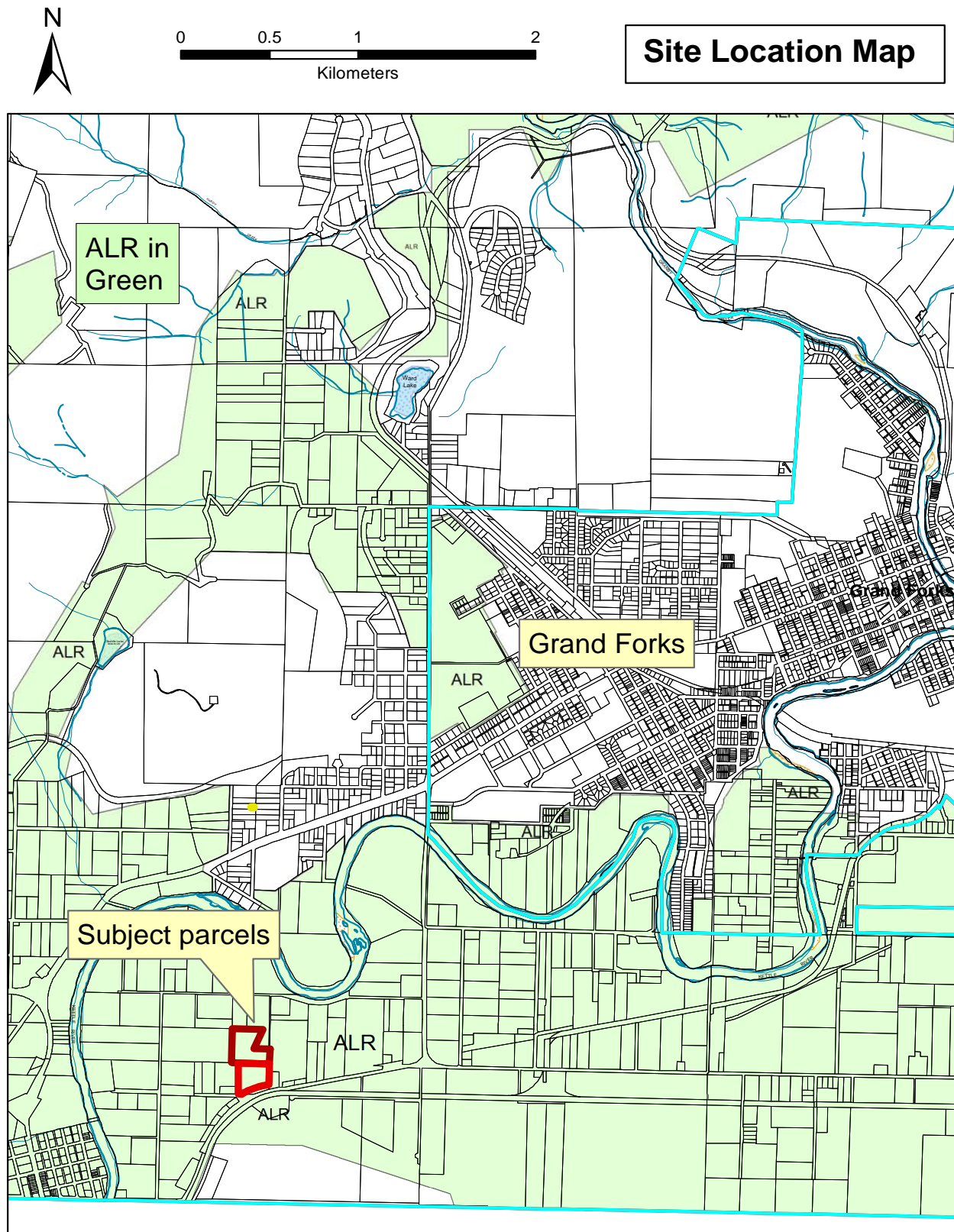
That the application for subdivision in the ALR, submitted by Bron and Sons Nursery, as applicant for their parcel and as agent for Floyd and Joyce Jensen for the adjacent parcel, for the properties legally described as Block 26, DL 362, SDYD, Plan KAP2430, Except Plan A965 and Lot 15, DL 363, SDYD, Plan KAP2430, Portion EXC PCL A PL B5901 Except Plan 7521, be forwarded to the Agricultural Land Commission with a recommendation of support.

*Respectfully Submitted:*

*Concurrence: (Department Head)*

*Concurrence: (CAO)*



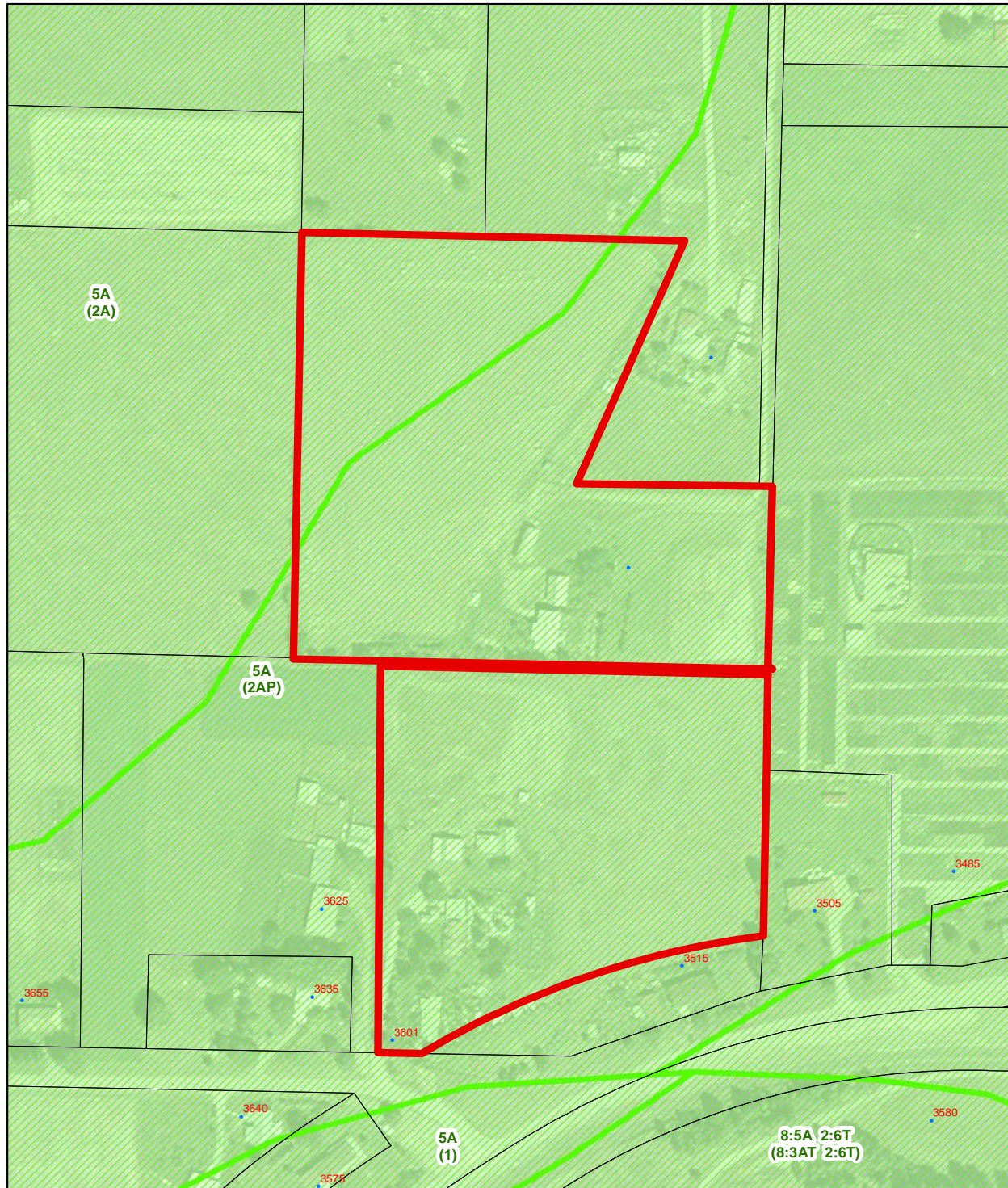
Projected Coordinate System:  
NAD 83 UTM Zone 11N





0 50 100 200  
Meters

## Ag Capability Map



Projected Coordinate System:  
NAD 83 UTM Zone 11N





## APPLICATION BY LAND OWNER

**NOTE:** The information required by this form and the documents you provide with it are collected to process your application under the Agricultural Land Commission Act and regulation. This information will be available for review by any member of the public. If you have any questions about the collection or use of this information, contact the Agricultural Land Commission and ask for the staff member who will be handling your application.

## TYPE OF APPLICATION (Check appropriate box)

- ☐ **EXCLUSION**  
under Sec. 30(1) of the Agricultural Land Commission Act
- ☒ **SUBDIVISION in the ALR**  
under Sec. 21(2) of the Agricultural Land Commission Act
- ☐ **INCLUSION**  
under Sec. 17(3) of the Agricultural Land Commission Act
- ☐ **Non-farm USE in the ALR**  
under Sec. 20(3) of the Agricultural Land Commission Act

## APPLICANT

Registered Owner: <b>Bron and Sons Nursery</b>		Agent: <b>Floyd + Joyce Jensen</b>	
Address: <b>Box 2643</b>		Address: <b>3601 Latham Road</b>	
<b>3315 Carson Road</b>		<b>Grand Forks BC.</b>	
<b>Grand Forks, BC</b>	Postal Code: <b>V0H 1H0</b>		Postal Code: <b>V0H 1H4</b>
Tel. (home) <b>800-831-9611</b> (work) <b>800-831-9611</b>		Tel. Fax	
Fax <b>250-442-2014</b>			
E-mail <b>marie@bronandsons.com</b>		E-mail <b>ed@bronandsons.com</b>	

## LOCAL GOVERNMENT JURISDICTION (Indicate name of Regional District or Municipality)

## LAND UNDER APPLICATION (Show land on plan or sketch)

Title Number	Size of Each Parcel (Ha.)	Date of Purchase	
		Month	Year
<b>Block 26, Plan KAP2430, District Lot 362</b>	<b>estimate 2 Ha</b>	<b>May</b>	<b>1989</b>
<b>Similkameen Div of Yale Land District, except</b>			
<b>Plan A96 PID: 008-082-430</b>			

OWNERSHIP OR INTERESTS IN OTHER LANDS WITHIN THIS COMMUNITY  
(Show information on plan or sketch)

If you have interests in other lands within this community complete the following:

Title Number(s): \_\_\_\_\_



**PROPOSAL** *(Please describe and show on plan or sketch)*

To subdivide (Lot Line Adjustment) as per plan to extend the adjacent Bron and Sons  
property to be used for production of potted plants. Bron and Sons owns the three  
adjacent properties which are used for the production of potted plants.

**CURRENT USE OF LAND** *(Show information on plan or sketch)*

List all existing uses on the parcel(s) and describe all buildings  
residential home and barn  
the land is not currently be used for farming

**USES ON ADJACENT LOTS** *(Show information on plan or sketch)*

North Bron Nursery  
 East Bron Nursery  
 South Residential  
 West Alphalfa

**DECLARATION**

I/we consent to the use of the information provided in the application and all supporting documents to process the application in accordance with the *Agricultural Land Commission Act* and regulation. Furthermore, I/we declare that the information provided in the application and all the supporting documents are, to the best of my/our knowledge, true and correct. I/we understand that the Agricultural Land Commission will take the steps necessary to confirm the accuracy of the information and documents provided.

Aug 14/2014  
 Date

[Signature]  
 Signature of Owner or Agent

Vincent Bron  
 Print Name

Aug 22/14  
 Date

[Signature]  
 Signature of Owner or Agent

Floyd Jensen  
 Print Name

Aug 22/14  
 Date

[Signature]  
 Signature of Owner or Agent

Joyce Jensen  
 Print Name

Please ensure the following documents are enclosed with your application:

- Application fee payable to the Local Government
- Certificate of Title or Title Search Print
- Agent authorization (if using agent)
- Map or sketch showing proposal & adjacent uses
- Proof of Notice of Application \*(See instructions)
- Photographs (optional)

Application by a Land Owner

2

2003



### LETTER OF AUTHORIZATION

Date: August 20, 2014

To: To Whom It May Concern

Legal Description: Split from: Block 26, Plan KAP2430, District Lot 362,  
Similkameen Div of Yale Land District, Except Plan A96 PID:  
008-082-430  
To: Lot 16 DL 363 SDYD Plan 2430 Except: (1) Plan 7521  
(2) Parcel A (Plan B5901) PID: 011-029-111

Civic Address: Split from: 3601 Latkin Road To: 3540 Almond Gardens  
Road West

I, Floyd and Joyce Jensen as owners of 3601 Latkin Road, hereby give Bron and Sons Nursery permission to act as our agent to submit and process the ALR application to subdivide (lot line adjustment) as attached.

Sincerely,

Floyd Jensen  
Floyd Jensen

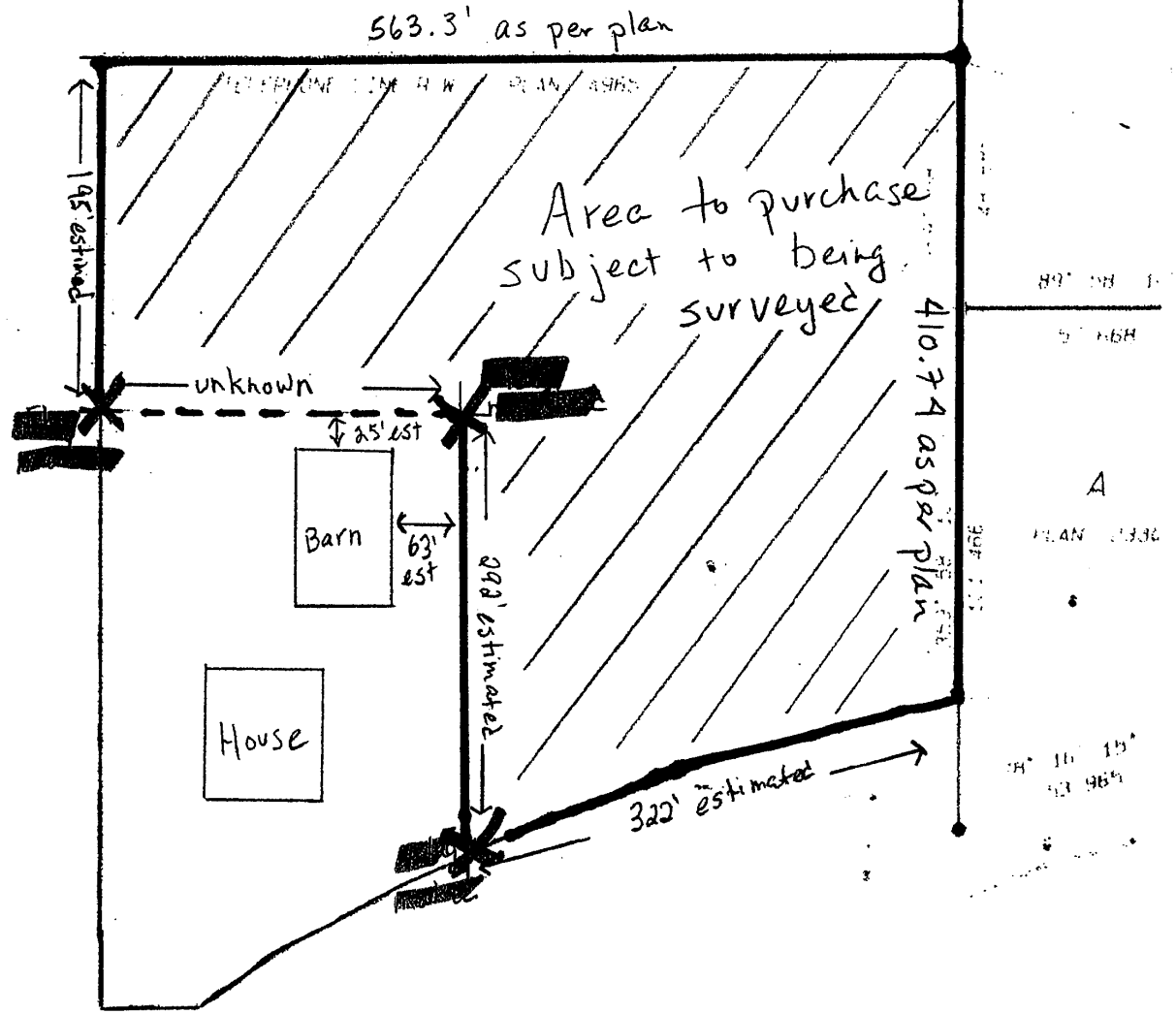
Joyce Jensen  
Joyce Jensen

Box 2643, 3315 Carson Road, Grand Forks, BC Canada V0H 1H0  
1.800.831.9611 Fax 250.442.5936  
www.bronandsons.com

REM.  
16

North

Not to Scale  
July 31/14



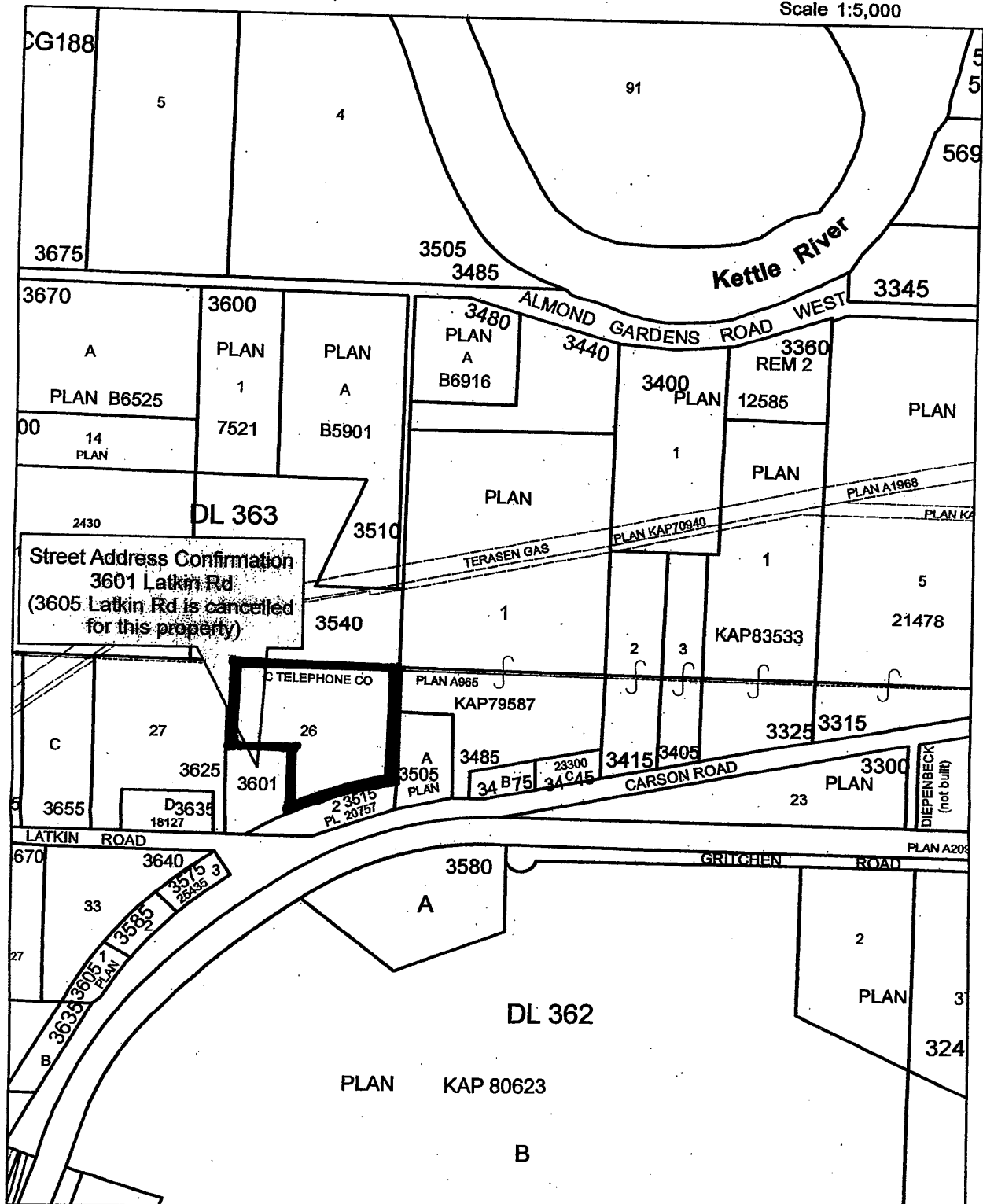


## Street Address Map

**Date: March 12, 2014**



**Scale 1:5,000**

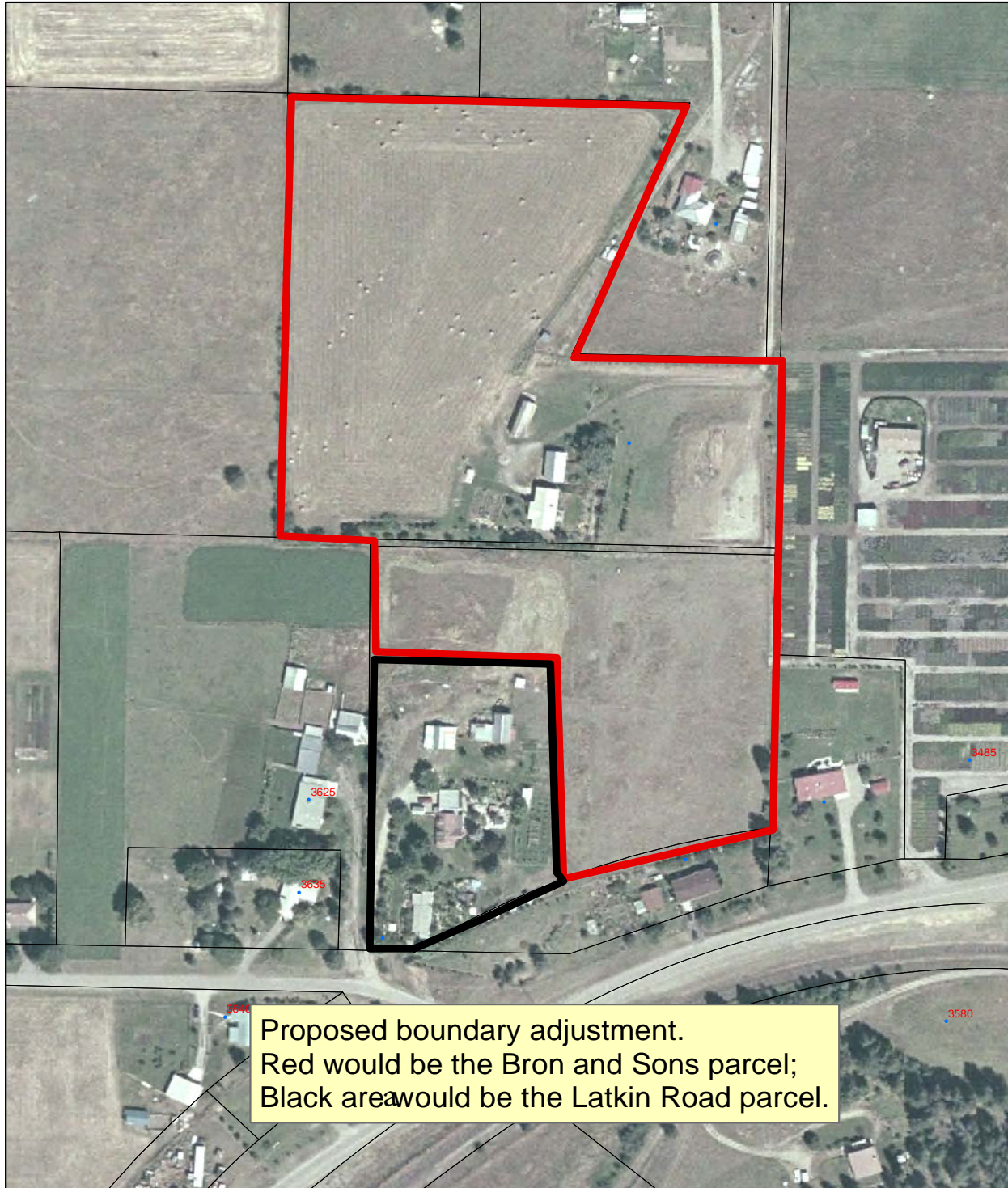






0 25 50 100  
Meters

## Proposed Subdivision



Projected Coordinate System:  
NAD 83 UTM Zone 11N



## Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Electoral Area B Director Linda Worley	<input type="checkbox"/> Electoral Area C Director Grace McGregor	<input type="checkbox"/> Electoral Area D Director Irene Perepollin	<input type="checkbox"/> Electoral Area E Director Bill Baird
---	--	--	--	--


Applicant:	5 Tenets Martial Arts Society		
Address:	1265 Bay Avenue Trail BC V1R 4A5		
Phone:	250-512-1511	Fax:	—
Email:	5tsociety@5tsociety.org		
Representative:	Jason Ayles		
Make cheque payable to:	5 Tenets Martial Arts Society		

What is the Grant-in-Aid for:

To offset costs for the 3rd Annual Trail Taekwondo Championships. This event is our major fundraiser. (Please see Sponsorship Package)
--

Amount Requested: \$ 500.00 Director Grieve Approved Sept 12/14

Date: Sept 10/14

Signature: 

Print name: Jason Ayles.

**SUBMIT**

Office Use Only

Grant approved by Director:

Approved by Ali Grieve

Approved by Board:





## TRAIL CHAMPIONSHIPS SPONSOR PACKAGES

On Saturday October 4th, Trail Martial Arts will be hosting the 4th Annual Trail Tae Kwon-Do Championships tournament. This is a great opportunity to get your company's name out in the community and help a great cause. We are offering three different levels of sponsorship.

### PLATINUM \$700+

- Listed as sponsor on T-shirts
- Banner up at tournament (if available)
- Sponsor a trophy (3 available)
- Booth at tournament (if desired)
- Announced at opening ceremonies
- Listed as sponsor on all ads
- Listed on [www.trailmartialarts.com](http://www.trailmartialarts.com) and [facebook.com/trailmartialarts](https://facebook.com/trailmartialarts)
- Listed on tournament poster
- Listed on [www.trailchampionships.com](http://www.trailchampionships.com)
- Ad in brochure 3.5" x 4"
- Sponsor logo projected on video screen

### DIAMOND \$500

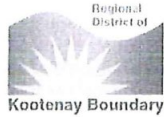
- Listed as sponsor on all ads
- Sponsor a trophy (3 available)
- Announced at opening ceremonies
- Ad in brochure 3.5" x 2" (business card size)
- Listed on [www.trailmartialarts.com](http://www.trailmartialarts.com) and [www.trailchampionships.com](http://www.trailchampionships.com)
- Listed on tournament poster
- Sponsor logo projected on video screen

### GOLD \$300

- Announced at opening ceremonies
- Ad in brochure 3.5" x 2" (business card size)
- Listed on [www.trailmartialarts.com](http://www.trailmartialarts.com)
- Listed on tournament poster
- Listed on [www.trailchampionships.com](http://www.trailchampionships.com)
- Sponsor logo projected on video screen

Call Trail Martial Arts **250-368-3602** or email [jason@trailmartialarts.com](mailto:jason@trailmartialarts.com)  
[www.trailchampionships.info](http://www.trailchampionships.info)

BEAVER VALLEY NITEHAWKS  
P. O. Box 568  
Fruitvale, BC V0G 1L0  
www.bvnitehawks.com



## Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Electoral Area B/Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area C/Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input type="checkbox"/> Electoral Area E/West Boundary Director Bill Baird
---	--	--	--	---

Applicant:	BEAVER VALLEY NITEHAWKS		
Address:	1777 GREEN ROAD PO BOX 568 FRUITVALE BC V0G 1L0		
Phone:	250 367-7183	Fax:	250 364 2830
Email:	dennis@amford.com		
Representative:	DENNIS BEDIN		
Make cheque payable to:	BEAVER VALLEY NITEHAWKS		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

UPDATING HOCKEY EQUIPMENT AND MAINTAIN BUS

Amount Requested: \$1100.00 Approved By Director Grieve  
Sept 15/14

Date: SEPT 15/2014

Signature:

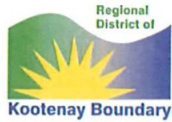
Print name: DENNIS BEDIN

### Office Use Only

Grant approved by Director: Director Ali Grieve

Approved by Board: \_\_\_\_\_





## Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input type="checkbox"/> Christina Lake (Electoral Area C) Director Grace McGregor	<input type="checkbox"/> Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input type="checkbox"/> West Boundary (Electoral Area E) Director Bill Baird
---	--	--	--	---

Applicant:	Age Friendly		
Address:	1522 Green Road Fruitvale B.C. V0G 1L1		
Phone:	250.367.7124	Fax:	250.512.9379
Email:	vickief@telus.net		
Representative:	Vickie Fitzpatrick		
Make cheque payable to:	Beaver Valley Age Friendly		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

I would like to target the younger older population (YOP) ages 50ish to 70ish year olds. I strongly believe this will be a target audience, will be our future volunteers, and have a lot of great ideas. I would like to host a free Wine and cheese at the Fruitvale Pub, on Sept. 26/14 5:00-8:00pm

Amount Requested: \$750.00 *Director Grieve Approve Sept 8/14*

Date: Sept/ 08 2014

Signature: \_\_\_\_\_

Print name: Vickie Fitzpatrick

**SUBMIT**

Office Use Only

Grant approved by Director: *Director A. Grieve*

Approved by Board: \_\_\_\_\_

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

FILE #

SEP 18 2014

DOC #

REF. TO:

## Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	West Boundary (Electoral Area E) Director Bill Baird
--	--	--	--	---

Applicant:	The Village of Fruitvale		
Address:	Box 370 1947 Beaver Street Fruitvale, B.C V0G 1L0		
Phone:	250 367 7551	Fax:	250 367 9267
Email:	cao@village.fruitvale.bc.ca		
Representative:	Lila Cresswell, CAO		
Make cheque payable to:	The Village of Fruitvale		

\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\*

What is the Grant-in-Aid for:

~ Development of a concept plan for the Heritage Walk
~ Clearing and preliminary work for the off leash dog park to be located in the Heritage Walk alongside Eastview Street in the Village of Fruitvale

Amount Requested: \$10,000 Approved by Director Grace Sept 18/14Date: September 18th, 2014Signature: [Signature]Print name: Lila Cresswell, CAO**SUBMIT**

Office Use Only

Grant approved by Director: [Signature]

Approved by Board: \_\_\_\_\_



## Grant-in-Aid Request

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

FILE #

SEP 18 2014

DOC #

REF. TO:

CC:

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input type="checkbox"/> Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input type="checkbox"/> Christina Lake (Electoral Area C) Director Grace McGregor	<input type="checkbox"/> Electoral Area D/ Rural Grand Forks Director Irene Perepollkin	<input type="checkbox"/> West Boundary (Electoral Area E) Director Bill Baird
---	--	--	---	---

Applicant:	The Village of Fruitvale		
Address:	Box 370 1947 Beaver Street Fruitvale, B.C. V0G 1L0		
Phone:	250 367 7551	Fax:	250 367 9267
Email:	projects@village.fruitvale.bc.ca		
Representative:	Melissa Zahn, Executive Assistant		
Make cheque payable to:	The Village of Fruitvale		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

Financial Sponsorship of the Beaver Valley Seniors Salute to Hollywood Classics Calendar.

Amount Requested: \$1,000.00 *Approved by Director Grieve Sept 18/14*

Date: September 18th, 2014

Signature: Melissa Zahn

Print name: Melissa Zahn, Executive Assistant

**SUBMIT**

Office Use Only

Grant approved by Director: Director Grieve

Approved by Board: \_\_\_\_\_



## Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	<input checked="" type="checkbox"/> 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:	5 Tenets Martial Arts Society		
Address:	1265 Bay Avenue Trail BC V1R 4A5		
Phone:	250-512-1511	Fax:	—
Email:	5tsociety@5tsociety.org		
Representative:	Jason Ayles		
Make cheque payable to:	5 Tenets Martial Arts Society		

What is the Grant-in-Aid for:

To offset costs for the 3rd Annual Trail Taekwondo Championships. This event is our major fundraiser. (Please see Sponsorship Package)
--

Amount Requested: \$500.00 Approved by Director Worley  
Sept 12/14

Date: Sept 10/14

Signature: 

Print name: Jason Ayles.

**SUBMIT**

Office Use Only

Grant approved by Director: Director Worley

Approved by Board: \_\_\_\_\_





## TRAIL CHAMPIONSHIPS SPONSOR PACKAGES

On Saturday October 4th, Trail Martial Arts will be hosting the 4th Annual Trail Tae Kwon-Do Championships tournament. This is a great opportunity to get your company's name out in the community and help a great cause. We are offering three different levels of sponsorship.

### PLATINUM \$700+

- Listed as sponsor on T-shirts
- Banner up at tournament (if available)
- Sponsor a trophy (3 available)
- Booth at tournament (if desired)
- Announced at opening ceremonies
- Listed as sponsor on all ads
- Listed on [www.trailmartialarts.com](http://www.trailmartialarts.com) and [facebook.com/trailmartialarts](https://facebook.com/trailmartialarts)
- Listed on tournament poster
- Listed on [www.trailchampionships.com](http://www.trailchampionships.com)
- Ad in brochure 3.5" x 4"
- Sponsor logo projected on video screen

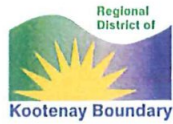
### DIAMOND \$500

- Listed as sponsor on all ads
- Sponsor a trophy (3 available)
- Announced at opening ceremonies
- Ad in brochure 3.5" x 2" (business card size)
- Listed on [www.trailmartialarts.com](http://www.trailmartialarts.com) and [www.trailchampionships.com](http://www.trailchampionships.com)
- Listed on tournament poster
- Sponsor logo projected on video screen

### GOLD \$300

- Announced at opening ceremonies
- Ad in brochure 3.5" x 2" (business card size)
- Listed on [www.trailmartialarts.com](http://www.trailmartialarts.com)
- Listed on tournament poster
- Listed on [www.trailchampionships.com](http://www.trailchampionships.com)
- Sponsor logo projected on video screen

Call Trail Martial Arts **250-368-3602** or email [jason@trailmartialarts.com](mailto:jason@trailmartialarts.com)  
[www.trailchampionships.info](http://www.trailchampionships.info)



## Grant-in-Aid Request

Application to (please check where appropriate):

<input type="checkbox"/>	Electoral Area A Director Ali Grieve	<input type="checkbox"/>	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input checked="" type="checkbox"/>	Christina Lake (Electoral Area C) Director Grace McGregor	<input checked="" type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input checked="" type="checkbox"/>	West Boundary (Electoral Area E) Director Bill Baird
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Applicant:	Selkirk College - Grand Forks Campus		
Address:	486 72nd Avenue Box 968 Grand Forks BC V0H 1H0		
Phone:	250 442 2704	Fax:	250 442 5311
Email:	jwetmore@selkirk.ca		
Representative:	Jennifer Wetmore		
Make cheque payable to:	Selkirk College		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

The funding is to help offset costs related to 3 Agricultural Workshops being offered in the Fall of 2014. Two of the three workshops utilize out of town instructors who have relatively high travel and facilitation costs. These workshops are to be the first of an ongoing Agricultural Series offered.

Amount Requested:

~~\$2500.00~~

\$500

Confirmed by Chair  
McGregor Sept 10/14

Date: September 9 2014

Signature: Jennifer Wetmore  
Digitally signed by Jennifer Wetmore  
DN: c=Canada, o=Selkirk College, ou=Grand  
Forks Boundary Campus, email=jwetmore@selkirk.ca, cn=CA  
Date: 2014.09.09 14:05:42 -0700

Print name: Jennifer Wetmore

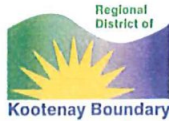
**SUBMIT**

Office Use Only

Grant approved by Director: G. McGregor

Approved by Board: \_\_\_\_\_





## Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input checked="" type="checkbox"/>	Christina Lake (Electoral Area C) Director Grace McGregor	<input checked="" type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director <del>Lene Reppe</del> <b>Russell</b>	<input checked="" type="checkbox"/>	West Boundary (Electoral Area E) Director Bill Baird
---	---	-------------------------------------	---	-------------------------------------	--	-------------------------------------	--

Applicant:	Selkirk College - Grand Forks Campus		
Address:	486 72nd Avenue Box 968 Grand Forks BC V0H 1H0		
Phone:	250 442 2704	Fax:	250 442 5311
Email:	jwetmore@selkirk.ca		
Representative:	Jennifer Wetmore		
Make cheque payable to:	Selkirk College		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

The funding is to help offset costs related to 3 Agricultural Workshops being offered in the Fall of 2014. Two of the three workshops utilize out of town instructors who have relatively high travel and facilitation costs. These workshops are to be the first of an ongoing Agricultural Series offered.

Amount Requested: ~~\$2500.00~~ **\$1,500** *Approved Sept 10/14*

Date: September 9 2014

Signature: Jennifer Wetmore  
Digitally signed by Jennifer Wetmore  
 DN: cn=Jennifer Wetmore, o=Selkirk College, ou=Grand  
 Forks-Boundary Campus, email=jwetmore@selkirk.ca, c=CA  
 Date: 2014.09.09 14:05:42 -0700

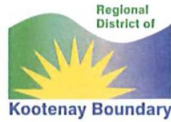
Print name: Jennifer Wetmore

**SUBMIT**

Office Use Only

Grant approved by Director: *Director R. Russell*

Approved by Board: \_\_\_\_\_



## Grant-in-Aid Request

Application to (please check where appropriate):

<input type="checkbox"/>	Electoral Area A Director Ali Grieve	<input type="checkbox"/>	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input checked="" type="checkbox"/>	Christina Lake (Electoral Area C) Director Grace McGregor	<input checked="" type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input checked="" type="checkbox"/>	West Boundary (Electoral Area E) Director Bill Baird
--------------------------	---	--------------------------	---	-------------------------------------	---	-------------------------------------	---	-------------------------------------	--

Applicant:	Selkirk College - Grand Forks Campus		
Address:	486 72nd Avenue Box 968 Grand Forks BC V0H 1H0		
Phone:	250 442 2704	Fax:	250 442 5311
Email:	jwetmore@selkirk.ca		
Representative:	Jennifer Wetmore		
Make cheque payable to:	Selkirk College		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

The funding is to help offset costs related to 3 Agricultural Workshops being offered in the Fall of 2014. Two of the three workshops utilize out of town instructors who have relatively high travel and facilitation costs. These workshops are to be the first of an ongoing Agricultural Series offered.

Amount Requested: \$2500.00 \$500 *Approved by Director Baird*  
*Sept. 11/14*

Date: September 9 2014

Signature: Jennifer Wetmore  
Digitally signed by Jennifer Wetmore  
DN: cn=Jennifer Wetmore, o=Selkirk College, ou=Grand  
Forks Boundary Campus, email=jwetmore@selkirk.ca, c=CA  
Date: 2014.09.09 14:08:42 -0700

Print name: Jennifer Wetmore

**SUBMIT**

Office Use Only

Grant approved by Director: *Director B. Baird*

Approved by Board: \_\_\_\_\_





## Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input checked="" type="checkbox"/> West Boundary (Electoral Area E) Director Bill Baird
---	---	---	---	--

Applicant:	BIG WHITE CHAMBER OF COMMERCE / TOURISM SOCIETY		
Address:	% 1854 Ambrosi Road Kelowna, BC,		
Phone:	250 869 2370	Fax:	
Email:	info@bigwhitechamber.com		
Representative:	David Webb, President		
Make cheque payable to:	Big White Chamber of Commerce		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

To undertake a comprehensive strategic plan for the joint operations of BWC of C and BWTS by engaging all stakeholders in a research study to assess community, tourism small business priorities during growth. Administrative time plus community outreach.

Amount Requested: \$2,800 ✓

Approved by Director Baird  
Aug 27/14

Date: August 26<sup>th</sup> 2014

Signature: [Signature]

Print name: Jude A. Brunt

**SUBMIT**

Office Use Only

Grant approved by Director: B. Baird

Aug 27/14

Approved by Board: \_\_\_\_\_

2014.09.09 10:37 AM Bill Baird Director West 12504456410

PAGE. 1/ 1

09/09/2014 13:33 250-484-5318

BEAVERDELL STORE

PAGE 01/01



## Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director All Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input checked="" type="checkbox"/> West Boundary (Electoral Area E) Director Bill Baird
--	--	--	--	---

Applicant:	Dan Jamieson (Beaverdell Fire)		
Address:	5896 Hwy 83 P.O. Box 211 V0H 1A0		
Phone:	750 484 5988	Fax:	750 484 8623
Email:	beaverdellfire@gmail.com		
Representative:	Dan Jamieson Fire Chief		
Make cheque payable to:	Dan Jamieson		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

To have our comm tower lifted up 100'
Tower <del>\$25000</del> \$1500 for dividers and
shelving for containers from Fortis -

Amount Requested

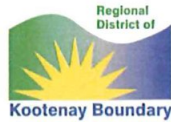
\$2500.00

Date: Sept 08 2014

Signature: [Signature]

Print name: Dan Jamieson

Official Use Only
Grant approved by Director
Approved by Board



## Grant-in-Aid Request

Application to (please check where appropriate):

<input type="checkbox"/>	Electoral Area A Director Ali Grieve	<input type="checkbox"/>	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	<input type="checkbox"/>	Christina Lake (Electoral Area C) Director Grace McGregor	<input type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input checked="" type="checkbox"/>	West Boundary (Electoral Area E) Director Bill Baird
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Applicant:	Art e'scape @ Big White art society		
Address:	7640 Porcupine Rd, Big White, BC, V1P1P3 PO Box 45044, Big White, BC, V1P 1P3		
Phone:	1 250 538 8746	Fax:	
Email:	ccottage@telus.net		
Representative:	Mr. Kees Wouters ( president ).Ar		
Make cheque payable to:	Art e'scape @ Big White art society		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

Operating costs. Venue rental cost for annual exhibition and workshops.
Supplies and equipment for workshops. Advertising in Big White Magazine.
Subsidize guest artist expenses for workshop sessions.

Amount Requested: ~~\$5000.00~~ \$2,500 *Approved by Director Baird Sept 9/14*

Date: 08/09/14

Signature: \_\_\_\_\_

Print name: Kees Wouters

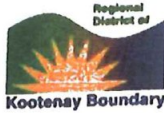
**SUBMIT**

Office Use Only

Grant approved by Director: Wheena B Baird

Approved by Board: \_\_\_\_\_





## Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	<input checked="" type="checkbox"/> West Boundary (Electoral Area E) Director Bill Baird
---	---	---	---	--

Applicant:	BIG WHITE FREESTYLE SKI CLUB FOR YOUTH — PARENT VOLUNTEER GROUP		
Address:	c/o BOX 45112 KELOWNA, BC, V1P 1P3		
Phone:	250 869 2370	Fax:	
Email:	jude@globedlining.com		
Representative:	Grant Stevens / JUDE BRUNT		
Make cheque payable to:	BIG WHITE COMMUNITY SCHOOL PAC		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

To contribute to the parent volunteer fundraising campaign to purchase an approved airbag for the freestyle team of Youth, to enhance training programs, and to enable young athletes to compete successfully at the same level as other teams in BC.

Amount Requested: ~~\$ 5000~~ \$1,000 <sup>APPROVED BY DIRECTOR BAIRD</sup> (of total \$13,000 required for the project) <sup>SEPT 16/14</sup>

Date: Sept 15<sup>th</sup> 2014

Signature: [Signature]

Print name: JUDE BRUNT / GRANT STEVENS

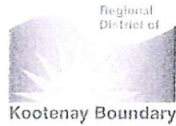
**SUBMIT**

Office Use Only

Grant approved by Director:

Director B. Baird Sept 16/14

Approved by Board: \_\_\_\_\_



## Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	<input checked="" type="checkbox"/> Lower Columbia/ Old Glory (Electoral Area B) Director Linda Worley	Christina Lake (Electoral Area C) Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Irene Perepolkin	West Boundary (Electoral Area E) Director Bill Baird
---	---	---	---	--

Applicant:	BLACKJACK SKI CLUB		
Address:	Box 1754 ROSSLAND BC V0G-1Y0		
Phone:	250-512-2215	Fax:	
Email:	wannesluppens@gmail.com		
Representative:	wannesluppens		
Make cheque payable to:	Blackjack Ski Club.		

**\*\*GIA Requests of \$5,000.00 or more may require official receipt\*\***

What is the Grant-in-Aid for:

upgrade of waxing sheds for NORAM Races
--

Amount Requested: \$3500.00 (THIRTY FIVE hundred dollars)

Date: Sept. 26, 2014

Signature:

Print name:

*[Signature]*  
Wannes Luppens

Office Use Only

Grant approved by Director:

Approved by Board:

*[Signature]*  
Linda Worley

**Fruitvale Community Chest**  
**Box 164**  
**Fruitvale, BC**  
**V0G 1L0**

September 17, 2014

**Regional District of Kootenay Boundary**  
**843 Rossland Ave**  
**Trail, BC**  
**V1R 4S8**

Attention: Ali Grieve

re: Request for Funding *Area 'A' Grant in Aid*

Dear Ms. Grieve

*It is that time of year and the Fruitvale Community Chest is starting its fall fund raising campaign. As you know, we are a society that provides a central means of collecting funds on behalf of local charities without them canvassing door-to-door or writing to you directly. We also provide and distribute the Christmas hampers in the Beaver Valley Area in conjunction with the local churches, Fruitvale Food Bank, schools and service groups.*

*For every dollar collected we distribute 94 cents to the various local, provincial and national causes. Approximately 85% of the funds collected stay within the region, the remainder goes to national causes such as the Canadian Cancer Society or BC Children's Hospital.*

*Our annual income is approximately \$25,000 of which one third is from local Companies, one third from payroll deductions and the remaining third from our fall door to door campaign.*

*If you have any questions concerning our request you can contact me at home 250 367 6349.*

*We would appreciate any donation that you can make to the Fruitvale Community Chest.*

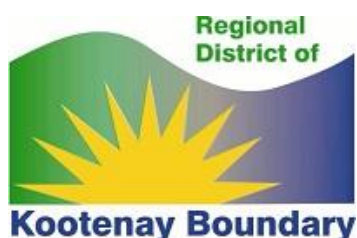
*Thank you for your consideration of our request*

*Yours truly,*

*Doug Hall*  
 Doug Hall  
 President  
 Fruitvale Community Chest

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
DATE	SEP 24 2014
DOC #	
REF TO:	MR
CC:	R

*Approved by Director Grieve*  
*Sept. 29/14*  
*\$1500*



## STAFF REPORT

**Date:** 24 Sep 2014 **File**

**To:** **Chair McGregor and Board Members**

**From:** Bryan Teasdale, Manager of Infrastructure and Sustainability

**Re:** Request for Teck to Modify RDKB Regional Interceptor

### Issue Introduction

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Teck (Trail Operations) to modify the existing RDKB East End Sewer Utility's Regional Interceptor to allow for the construction and installation of a new real time sampling station.

### History/Background Factors

In January 2014, Teck Metals' Trail Operations discharged a solution containing sodium hydroxide (caustic soda) into a drain leading to the Regional District of Kootenay Boundary (RDKB's) Columbia Pollution Control Centre (East End Regionalized Sewer Utility's Sewer Treatment Plant). As this event possibly effected the treatment plant's ability to meet current permit levels, Staff notified both Ministry of Environment and Provincial Emergency Program representatives as per normal operating procedures due to the fact that the RDKB has no way to reduce discharge concentrations of these industrial types of "deleterious materials" and they were basically sent to the sewer outfall located into the Columbia River "untreated".

Although the event was deemed to have resulted in a negligible effect on the receiving environment, the Ministry of Environment has requested Teck to implement the real-time monitoring for all flows currently entering their domestic sanitary sewer system, which in turn enters the Regional Sanitary Sewer System. The scope of monitoring established between the two parties include monitoring of pH, conductivity, and flow, complete with with appropriate alarm levels being established. However, in order to complete this required work, Teck requires modifications to an area of the Regional Interceptor that is currently located on the SE corner of Teck's main property (or immediately N of the NE corner of the parking lot for the Trail Memorial Centre).

At the last Sewerage Committee meeting, Staff were authorized to commence with entering into an agreement with Teck to complete the necessary tasks related to the proposed project. Attached is a final draft agreement for the Board's consideration.

### **Implications**

The current project will most likely cause minimal disruption to the RDKB's sanitary system if completed with adequate coordination and communication from Teck. Additionally, the RDKB has required Teck to develop Risk and Contingency Measures for the project, provide and rely on their insurance policies for this project with respect to possible environmental damage and pay for reasonable costs associated with addressing interruptions to the sanitary system.

### **Advancement of Strategic Planning Goals**

N/A

### **Background Information Provided**

1. Permission to modify RDKB sewer system letter (Teck) - Sept 23, 2014

### **Alternatives**

1. Receive the Staff Report.
2. Receive the Staff Report and approve Staff to enter into the agreement with Teck Metals Ltd. for the construction and installation of a Sanitary Sewer Monitoring Station on the current Regional Collection System where it leaves Teck Trail Operations property.
3. Receive the Staff Report and request more information from Teck on the project.
4. Receive the Staff Report and deny the request from Teck.
5. Not to receive the Staff Report.

### **Recommendation(s)**

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a request from Teck (Trail Operations) to modify the existing RDKB East End Sewer Utility's Regional Interceptor to allow for the construction and installation of a new real time sampling station, be received.

That the RDKB Board of Directors approve Staff to enter into the attached agreement with Teck Metals Ltd. for the construction and installation of a Sanitary Sewer Monitoring Station on the current Regional Collection System where it leaves Teck Trail Operations property.



**Suzanne Bélanger**  
Supt. Environmental Management  
suzanne.belanger@teck.com

**Teck Metals Ltd.**  
Trail Operations  
P.O. Box 1000, 25 Aldridge Avenue  
Trail, BC Canada  
V1R 4L8

+1 250 364 4731 Dir  
+1 250 364 4222 Tel  
+1 250 364 4384 Fax  
+1 250 364 8588 Mobile  
www.teck.com

**Teck**

September 23, 2014

**VIA EMAIL**

Mr. Bryan Teasdale  
Manager of Infrastructure and Sustainability  
Regional District of Kootenay Boundary  
202 – 843 Rossland Ave.  
Trail, BC V1R 4S8

**Reference: Permission to modify RDKB sewer system**

Dear Mr. Teasdale,

As discussed on January 31, 2014, Teck Metals Ltd. ("Teck") Trail Operations plans to install a sanitary sewer monitoring station (the "Station") on the sanitary sewer system where it leaves Teck. The configuration of the current sewage collection system requires Teck to modify the Regional District of Kootenay-Boundary ("RDKB") Regional Interceptor sewer line to install the Station. As such, I am writing you to request permission from the RDKB to allow the work to proceed, as detailed in this letter and in the included Terms and Conditions.

**Background**

The Ministry of Environment ("MOE") has requested Teck to implement real-time monitoring for the sanitary sewer system. The scope of monitoring has been established with MOE and would include real-time monitoring of pH, conductivity, and flow, with appropriate alarm levels established.

**Scope of Work and Location**

The Station is proposed to be located at the south-east corner of Teck's main property, immediately north of the north-east corner of the parking lot for the Trail Memorial Centre. At this location, there is a longitudinal bench adjacent to the retaining wall above the Columbia River. The Regional Interceptor daylight at the northern end of the project site, then drops over the retaining wall, where it runs along the wall to a manhole. The proposed Station would tie into the Regional Interceptor where it daylight and be located on the previously mentioned bench. The pipe would then exit the Station and tie back into the existing Regional Interceptor upstream of the manhole. A plan view of the Station has been attached to this letter.

The scope of work for the Station includes:

- construction of a new section of pipe for the Regional Interceptor (trench and cover), including valves that would allow control of flow through either the Station or the existing section of pipe (i.e. to be used if maintenance was required on the Station);

- installation of a flume and level transducer for measuring flow (flow measurement will be consistent with the specifications under the recent East End Regionalized Sewer Utility Minutes of Settlement; i.e. capable of reading flow with accuracy to a maximum of +/- 5%);
- construction of a concrete slab with a manhole for installation of a pH probe, a conductivity probe, and a sampling line;
- installation of an insulated cabinet, within which the meters, composite sampler and communications equipment will reside;
- installation of electrical service from the adjacent Fortis infrastructure; and
- provision for access, including a stairway from the Memorial Centre parking lot, a locking gate through the existing fence, and the addition of handrails.

#### **Timeline and Coordination**

Teck anticipates that construction will take approximately 4 to 6 weeks. At this time, we are attempting to schedule construction in late September 2014 through October 2014.

The majority of the work can be completed without interrupting flow through the existing Regional Interceptor; however, during the tie-in at the upstream and downstream end of the Station, flow in that portion of the Regional Interceptor will need to be stopped.

Close coordination between Teck and the RDKB will be needed to successfully complete the tie-in. Please provide contact information for the preferred RDKB contact person for this coordination.

#### **Risks and Contingency Measures**

Construction risks will be addressed by Teck's contractor and Teck's Project Management group through a Hazard Risk Assessment process and by implementing appropriate controls. We have conducted a preliminary constructability review, and have identified spills of sewage (via overflow of lift stations) as the primary risk. We have identified possible contingency measures for this primary risk and will provide a Control Plan to the RDKB for review and comments once initial approval is received from the RDKB. The contingency measures may include:

- conducting the work at night when sewage flows are typically at their lowest;
- requesting the RDKB to turn off the Rivervale lift station pump for a period of time to minimize flows through the Teck site;
- temporarily storing sewage within lift stations on-site;
- having workers periodically check the lift stations levels; and
- having a sewage vacuum truck on standby that could drawdown lift stations as necessary.

#### **Legal Terms and Conditions**

1. The RDKB gives Teck and Teck's invitees permission to conduct the scope of work as identified in this Letter Agreement, including but not limited to access and tie-in to the existing Regional Interceptor as shown on the attached plan attached hereto as Schedule "A".
2. The RDKB gives Teck and Teck's invitees permission to access, maintain, and repair its pipeline and tie-in to the existing Regional Interceptor.
3. If there is an issue during installation or maintenance, Teck will provide as much notice as possible to the RDKB and the parties will work together to ensure minimal disruption to residents. Teck agrees to pay for reasonable costs associated with addressing these minor interruptions.

4. Teck agrees that it and its invitees will comply with all relevant federal, provincial and municipal statutes, regulations and bylaws. Measures to support compliance will include, but not be limited to, supplying emergency bypass equipment and emergency spill containment.
5. There are no representations, warranties, terms, conditions, or collateral contracts expressed, implied or statutory other than those expressly set forth in this Letter Agreement. The RDKB and Teck agree and acknowledge that, in entering into this Letter Agreement, they have not relied upon, or been induced by, any prior representation or warranty which is not expressly contained in this Letter Agreement.
6. Teck shall indemnify and save harmless the RDKB, its directors, officers, successors, assigns, employees, contractors, representatives, and agents from all claims, demands, losses, costs and expenses (including actual legal costs and disbursements) caused to or incurred by the RDKB, and from all claims and demands, loss, costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted in any manner and damages based upon, arising out of or connected with Teck's access to and tie-in with the RDKB Regional Interceptor by Teck or Teck's invitees including, without limitation, environmental damage, or contamination, or damages arising from the building of improvements, or third party claims, or for any action taken or things done or maintained in connection with this Letter Agreement.
7. Any amendments to this Letter Agreement must be made in writing and signed by both parties.
8. Teck will rely upon its own insurance policies while performing its obligations under this letter.

If you agree to the terms set out in this letter, please sign and date where indicated and return it to my office. Thank you for your assistance, and if you have any questions, please do not hesitate to contact me.

Sincerely,



Suzanne Bélanger  
Superintendent, Environmental Management  
Teck

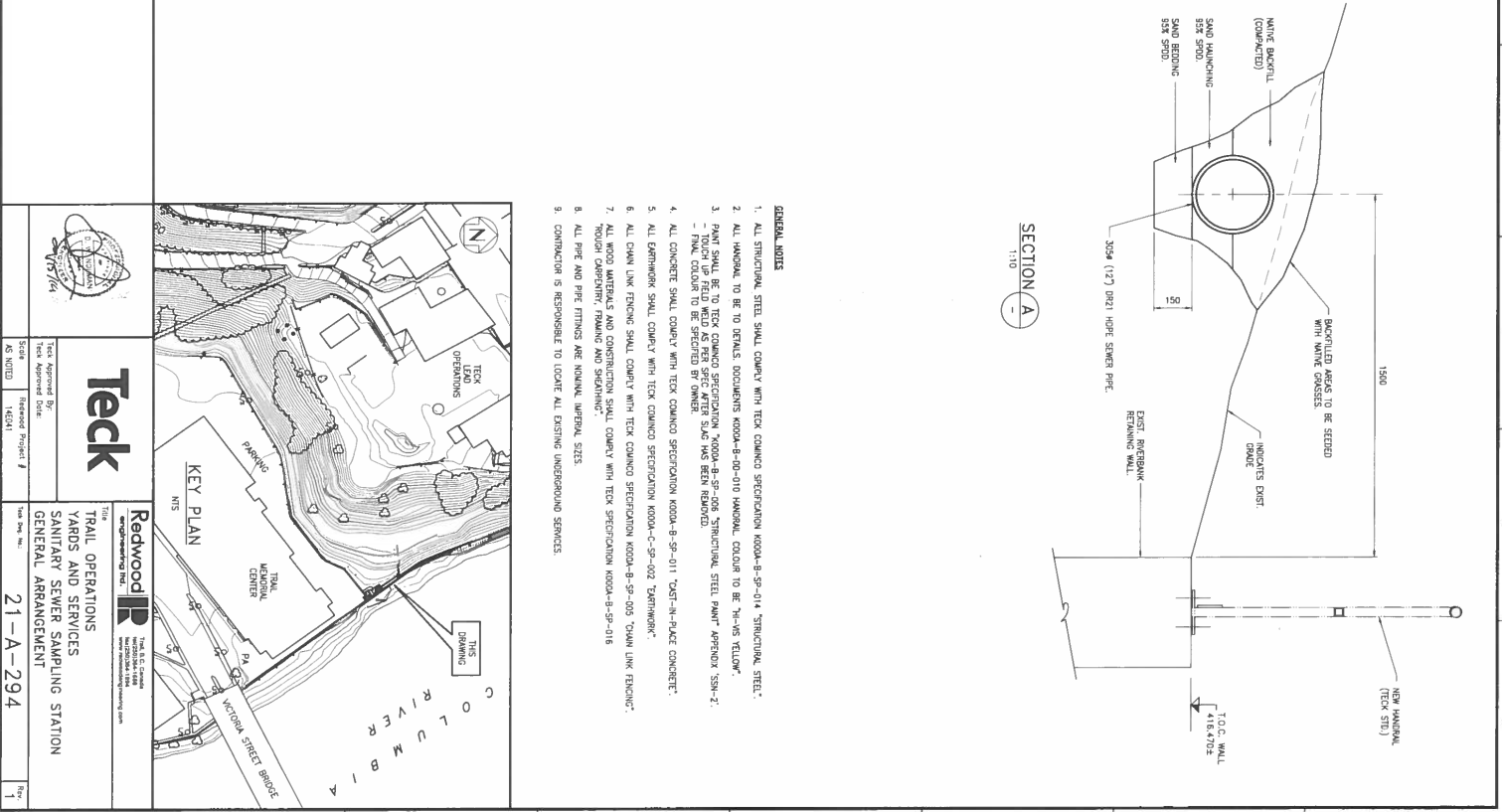
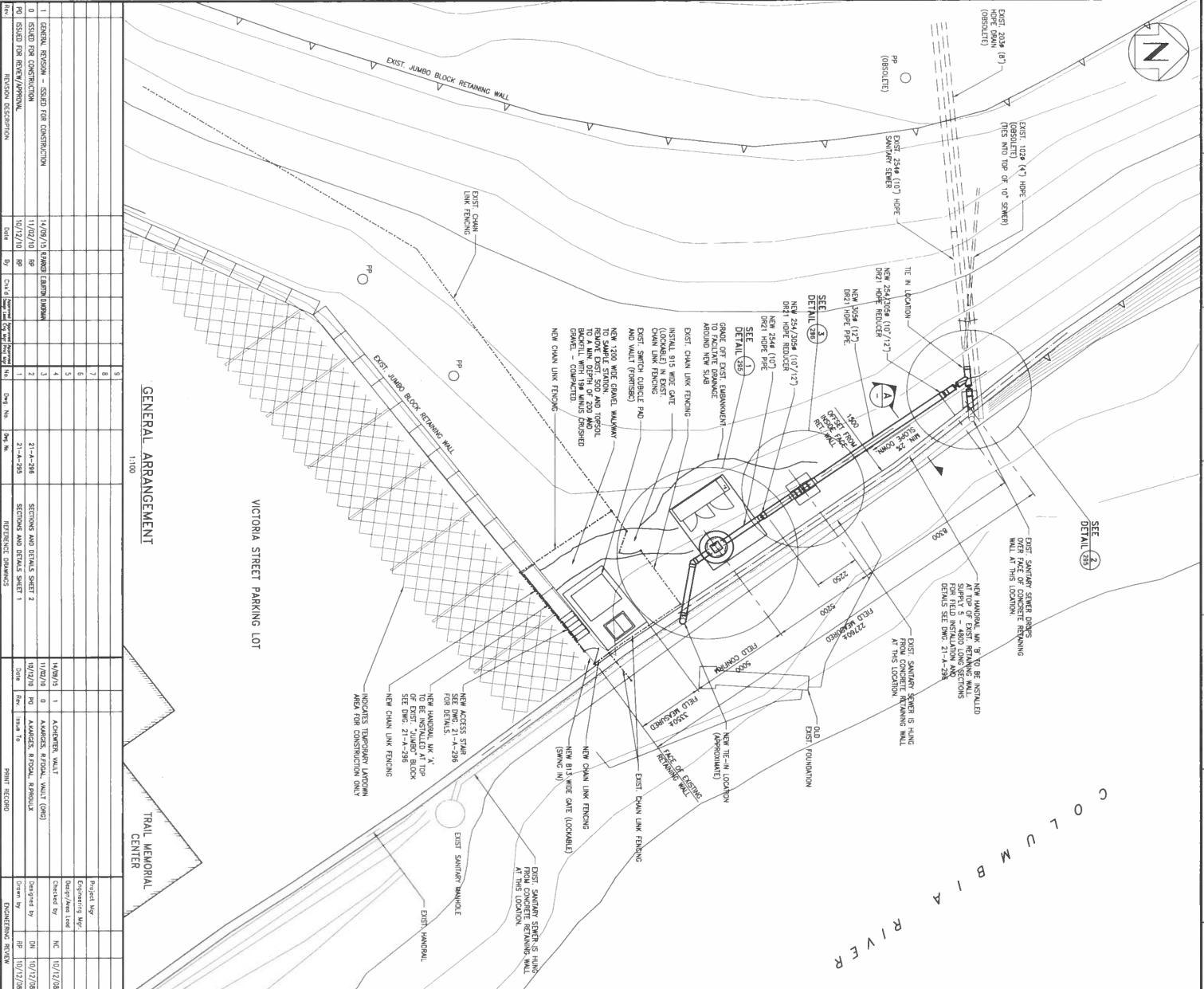
I confirm that I agree with the terms as set out in this letter on this \_\_\_\_ day of \_\_\_\_\_, 2014.

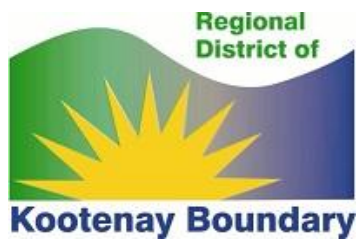
**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
by its authorized signatory:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Encl (Trail Operations – Sanitary Sewer Sampling Station – General Arrangement)



**STAFF REPORT**

**Date:** 30 Sep 2014 **File**  
**To:** Chair McGregor and Members of  
the RDKB Board of Directors  
**From:** John M. MacLean, CAO  
**Re:** Grant - Blackjack Ski Club

**Issue Introduction**

A staff report from John M. MacLean, CAO regarding a grant request from Blackjack Ski Club for funding of a C-Can storage module from the Area B Recreation, Parks and Trails Service.

**History/Background Factors**

Blackjack Ski Club is requesting funding from the Area B Recreation, Parks and Trails Service for the purchase of a C-Can storage container. Director Worley has reviewed the request and will be approving \$11,000 in total, a grant-in-aid in the amount of \$3,500 (on this agenda) and a contribution of \$7,500 from the Area B Recreation Services reserves.

There will be a Financial Plan amendment required, which will be done later in the year.

**Implications**

The Area B Recreation, Parks and Trails Service currently has \$41,287 (Current balance is \$58,287 but \$17,000 has been previously committed) in reserves. There are sufficient reserves for this project.

**Advancement of Strategic Planning Goals**

Not applicable.

**Background Information Provided**

- Quote for storage container

**Alternatives**

1. Receipt
2. Deferral
3. Approval

**Recommendation(s)**

That the staff report from John M. MacLean, CAO regarding a grant request from Blackjack Ski Club for funding of a C-Can storage module from the Area B Recreation, Parks and Trails Service be received.

That the Board of Directors approve a grant of \$7,500 from the Area B Recreation, Parks and Trails Service reserves to the Blackjack Ski Club for the purchase and installation of a 40 foot Modified Self-Store Container to be used as a waxing shed.

That the Board of Directors direct staff to prepare the required Financial Plan Amendment bylaw for the transfer of \$7,500 from the Area B Recreation, Parks and Trails Service reserves.



230-2075 Enterprise Way, Kelowna, BC V1Y 8R6  
 Phone: 250.861.3955 Fax: 250.861.3165  
 Email: [Storage@Secure-Rite.com](mailto:Storage@Secure-Rite.com)  
[www.Secure-Rite.com](http://www.Secure-Rite.com)

September 19, 2014

Rob Spiller  
 Black Jack Ski Club  
 Rossland, BC  
 1-250-512-1666

Dear Rob,

Thank you for your interest in Secure-Rite Mobile Storage Inc! We would be delighted to supply you with a 40ft Modified Self-Store Container. Secure-Rite modified containers are durable, easy to move, quick to set up, and offer ground level entry! We believe in providing our clients with quality solutions and exceptional service, at competitive prices. As promised, below is our customized container pricing for you to review:

**40ft Secure-Rite Used Shipping Container**

- 40'L x 8'W x 8.5'H Used Standard Shipping Container
- Secure, steel construction, 1.25" thick hardwood floors, cargo doors at one end
- Supply and install 4 – 8ft Roll-up doors with weather stripping
- Delivered to Rossland, BC
- **Purchase Price:** \$11,750/unit + tax

**Electrical Package**

- Supply and install 100amp panel ready with "JB" hookup (CSA Approved)
- 4- High output florescent lights with shock-proof covers
- 8- receptacles on dedicated circuits
- All wiring surfaced mounted in conduit
- **Purchase Price:** \$2,650 + tax

**Divider Wall Package**

- Supply and install 3 divider walls
- 2x4 construction with 1/2" plywood
- Approx. size – 8' x 8'
- **Purchase Price:** \$1,350 + tax

**Notes:**

- A 50% deposit will be due at start of project, with final 50% on upon delivery. Any credit card payments will be subject to a 2.75% processing fee.
- Prices are valid for 15 days and subject to availability
- Typical turn around for these units would be 3-4 weeks
- All units are "CSA" approved
- All containers are customs cleared, and duty paid, as per Canadian law

Rob, we would be delighted to work with you and Black Jack Ski Club! We are expert Modification Specialists. Please call us at 250-870-3909 or email me at [M.McKinlay@Secure-Rite.com](mailto:M.McKinlay@Secure-Rite.com) to discuss this quote. I look forward to working on this project with you and would love to be your **#1 Container Modification Suppliers**.

Best Regards,

Matthew McKinlay, Project Manager  
 SECURE-RITE MOBILE STORAGE INC.

E: [M.McKinlay@Secure-Rite.com](mailto:M.McKinlay@Secure-Rite.com) P: 250.861.3945  
 C: 250.870.3909 F: 250.861.3975

