

Regular Meeting of the Board of Directors

Thursday, January 29, 2015

6:00 pm

**The Regional District of Kootenay Boundary
Board Room,
Grand Forks, B.C**

A G E N D A

- 1. Call to Order**
- 2. Consideration of the Agenda (Additions/Deletions)**
 - a) Items to be moved forward on the agenda if required

- 3. Minutes**

- a) **Regular Board Meeting-November 27, 2014**

The minutes of the regular board meeting held November 27, 2014 are presented.

Corporate Vote Unweighted

Recommendation: That the minutes of the regular board meeting held November 27, 2014 be adopted as presented.

[Minutes-Board-Regular Meeting-November 27, 2014.Pdf](#)

- b) **Statutory Board Meeting-December 11, 2014**

The minutes of the statutory board meeting held December 11, 2014 are presented.

Corporate Vote Unweighted

Recommendation: That the minutes of the statutory board meeting held December 11, 2014 be adopted as presented.

[Minutes-Board-Statutory Meeting-December 11, 2014-Pdf](#)

4. Delegation(s)

5. Unfinished Business

a) Memorandum of Board Resolutions

The Memorandum of Board Resolutions for the period ending November 30, 2014 is presented.

Corporate Vote Unweighted

Recommendation: That the Memorandum of Board Resolutions for the period ending November 30, 2014 be received.

[Memorandum of Board Resolutions-Ending November 30, 2014.pdf](#)

b) Appointments Advisory Planning Commission (APC)

Electoral Area Directors Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the following Advisory Planning Commission appointments:

Area A

Fred Buckley
Shelley Levick
Jim Green

Tyleen Underwood
Craig Stemmler
Rob Ironmonger

Area B

Richie Mann
Trinda Ross
Graham Jones
Mary MacInnis
Roger Cox
Henk Ravestein

Area C

Dave Bartlett
Peter Darbyshire
David Durand
Jennifer Horahan
Terry Mooney
Butch Bisaro
Don Nelson
Jeff Olsen

Area D

Bob DeMaertelaere
Edith MacAllister
Deb Billwiller
Lesley Matthews
Werner Behrens
Andrew Novokshonoff
David Reid

Area E

Grant Harfman
George Dagg
Vic Lockhart
Michael Fenwick-Wilson
Lisa Fillmore
John Condon
Jamie Haynes
Stephen Kirkham
Fred Marshall
Janet Matsalla
Lynn Storm
Harald Zinner
Mary-Jane St. Jean Klassen Prutton

Big White

Bill DiPasquale
Ross Langmaid
Tony Stewart
Jude Brunt
Deb Hopkinson
Gerry Molyneaux
John Lebrun
Paul Sulyma

c) Appointments **Grand Forks and District Recreation Commission**

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the following Grand Forks and District Recreation Commission appointments:

Gene Robert
Cindy Strukoff
Dean Engen

Ken Johnston and
George Longden

d) **Appointments**
Christina Lake Parks and Recreation Commission

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the following Christina Lake Parks and Recreation Commission appointments:

Dave Beattie
Paul Beattie
Carlo Crema
Bob Dupee
Dan Marcoux
Don Nelson
Liz Stewart
Dianne Wales
Larry Walker
Brenda Auge

e) **M. Forster-Jan 21/15**
Appointments - Columbia River Treaty Local Government Committee

A staff report from Maureen Forster, Executive Assistant regarding appointments to the Columbia River Treaty Local Government Committee (CRTLGC) is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Maureen Forster, Executive Assistant regarding appointments to the Columbia River Treaty Local Government Committee (CRTLGC) be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the appointment of 2 representatives to the Columbia River Treaty Local Government Committee. **FURTHER** that the Columbia River Treaty Local Government Committee be advised accordingly.

[Staff Report-Appointments-Columbia River Treaty Committee-Board-January 29, 2015.pdf](#)

6. Communications

7. Communications (Information Only)

- a) Parkview Manor-Nov 7/14
re: Thank You
[Letter-Parkview Manor-Thank You-Board-January 22, 2015.pdf](#)

- b) UBCM-Nov 20/14
re: Gas Tax Agreement Payment
[Letter-UBCM-Gas Tax Agreement Payment-Board-January 22, 2015.pdf](#)

- c) Minister of the Environment-Nov 26/14
Government of Canada
re: Funding Approval
[Letter-Feds Minister of Environment-Funding Approval-Board-January 22, 2015.pdf](#)

- d) UBCM-Dec 2/14
re: Age-friendly Community Planning & Projects
Charting a Course for an Age-friendly Christina Lake
[Letter-UBCM-Age FriendlyGrant Approval-Board-January 22, 2015.pdf](#)

- e) Agricultural Land Commission-Dec 12/14
re: Changes to the ALC Act
[Letter-ALC-Changes to Act-Furniss-Board-January 29, 2015.pdf](#)
[Letter-ALC-Changes to Act-MJ Orchards-Board-January 29, 2015.pdf](#)
[Letter-ALC-Changes to Act-VanOyen-Board-January 29, 2015.pdf](#)
[Letter-ALC-Changes to Act-Bron & Sons Nursery-Board-November 27, 2015.pdf](#)
- f) ALC-Dec 5/14
re: Decision-Bell Family Trust
[Letter-ALC-Decision-Bell Family Trust-Board-January 29, 2015.pdf](#)
- g) ALC-Dec 5/14
re: Decision Rogers Communications Inc.
[Letter-ALC-Rogers Communications Decision-Board-January 29, 2015.pdf](#)

Corporate Vote Unweighted

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

8. Reports

- a) **Minutes-Advisory Planning Commission (APC)**
Electoral Area 'C'/Christina Lake-Jan 6/14
Electoral Area 'E'/West Boundary-Jan 9/15

Corporate Vote Unweighted

Recommendation: That the draft minutes of the Electoral Area 'C'/Christina Lake Advisory Planning Commission meeting held January 6, 2015 and the draft minutes of the Electoral Area 'E'/West Boundary Advisory Planning Commission meeting held January 9, 2015 be received.

[APC Minutes-Area C Christina Lake-Board-January 29, 2015.pdf](#)
[APC Minutes-Area E West Boundary-Board-January 29, 2015.pdf](#)

b) **Minutes-Electoral Area 'C'/Christina Lake Parks & Recreation Commission
November 12, 2014 and January 14, 2015**

The draft minutes of the Electoral Area 'C'/Christina Lake Parks and Recreation Commission meetings held November 12, 2014 and January 14, 2015 are presented.

Corporate Vote Unweighted

Recommendation: That the draft minutes of the Electoral Area 'C'/Christina Lake Parks and Recreation Commission meetings held November 12, 2014 and January 14, 2015 be received as presented.

[Minutes-Nov 12, 2014-Christina Lake Parks & Rec Commission-Board-January 29, 2015.pdf](#)

[Minutes-Jan 14, 2015-Christina Lake Parks & Rec Commission-Board-January 29, 2015 .pdf](#)

c) **Recommendation(s)
Christina Lake Parks & Recreation Commission
January 14, 2015**

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the proposal from MMM Group Limited for the preparation of a design and construction cost estimate study, in the amount of \$20,000, to determine the feasibility of constructing a pedestrian bridge over Christina Creek.

[Staff Report-Christina Lake Parks & Rec Commission-Design & Construction Costs Pedestrian Bridge-Board-January 29, 2015.pdf](#)

[Christina Lake Parks & Rec Commission-RFP Terms of Reference Pedestrian Bridge-Board-January 29, 20125.pdf](#)

[MMM Group RFP Christina Creek Pedestrian Bridge-Board-January 29, 2015.pdf](#)

d) **Minutes-Grand Forks and District Recreation Commission
November 13/14 and January 15/15**

The draft minutes of the Grand Forks and District Recreation Commission meetings held November 13, 2014 and January 15, 2015 are presented.

Corporate Vote Unweighted

Recommendation: That the draft minutes of the Grand Forks and District Recreation Commission meetings held November 13, 2014 and January 15, 2015 be received as presented.

[Minutes-Jan 15, 2015-Grand Forks & District Rec Commission-Board-January 29, 2015.pdf](#)

[Minutes-Nov 13, 2014-Grand Forks & District Rec Commission-Board-January 29, 2015.pdf](#)

e) **RDKB Committee Minutes
Beaver Valley Recreation, Electoral Area Services
East End Services Committee**

Corporate Vote Unweighted

Recommendation: That the following draft minutes be received: Beaver Valley Recreation Committee; January 13, 2015, Electoral Area Services Committee; January 15, 2015, **East End Services Committee; January 20, 2015.**

[Minutes-Beaver Valley Recreation Committee-Board-January 29, 2015- Pdf](#)

[Minutes-Electoral Area Services-Board-January 29, 2015 Pdf](#)

[**Minutes-East End Services Committee-Board-January 29, 2015 Pdf**](#)

f) **Committee Recommendations**
Electoral Area Services-January 15, 2015

Chair of Committee-Director Worley

Electoral Area Directors Weighted

- i) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the Christina Lake Stewardship Society Gas Tax application in the total amount of \$42,763.11 (2015-2018) for the Christina Lake Riparian and Wetland Demonstration Site and Native Plant Nursery.

Electoral Area Directors Weighted

- ii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the District's Gas Tax application in the amount of \$100,000 for the construction of a band shelter/arbor at Beaver Creek Provincial Park in Electoral Area 'A'.

Electoral Area Directors Weighted

- iii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the Christina Lake Elementary School Parent Advisory Council Gas Tax application in the amount of \$36,880 for the construction of a Hulitan-Outdoor Classroom.

[EAS-Gas Tax-Christina Lake Stewardship-Wetland Demo Site & Nursery-Board-January 29, 2015.pdf](#)

[EAS-Gas Tax-RDKB-Band Shelter Arbor-Area A-Board-January 29, 2015.pdf](#)

[EAS-Gas Tax-Christina Lake Elementary School-Hulitan Project-Board-January 29, 2015.pdf](#)

Committee Recommendations
East End Services Committee-January 20, 2015

Chair of Committee – Director Grieve

Corporate Vote Unweighted

- i) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors forward a resolution recommending an increase in the Ministry of Justices' funding contribution to Police Based Victims Assistance services to the April 2015 Association of Kootenay Boundary Local Governments (AKBLG) Convention with further advancement for inclusion at the resolution sessions at the September 2015 Union of British Columbia Municipalities (UBCM).

Corporate Vote Unweighted

- ii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the appointments of Directors Pahl, Cecchini and Danchuk to the West Kootenay Transit Committee. **FURTHER** that the West Kootenay Transit Committee be advised accordingly.

Corporate Vote Unweighted

- iii) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the appointment of Director Moore to the West Kootenay Regional Airport Advisory Committee. **FURTHER** that the West Kootenay Regional Airport Advisory Committee be advised accordingly.

Corporate Vote Weighted

- iv) **Recommendation:** That the Regional District of Kootenay Boundary Board of Directors approves the 2015-2017 Fire Hydrant Agreements with the Villages of Fruitvale, Montrose and Warfield, the Cities of Trail and Rossland, the Genelle Improvement District and the Beaver Falls Waterworks District. **FURTHER** that the Board of Directors approves the RDKB signatories signing the agreements and forwarding them to the respective participants for endorsement.

Corporate Vote Unweighted

v) Recommendation: That the Regional District of Kootenay Boundary Board of Directors provide the Trail Wildlife Association with a letter that communicates support for the Lower Columbia River Planning and Inventory Proposal.

g) Interim Schedule of Accounts

Chair of Finance Committee - Director Rotvold

Corporate Vote Unweighted

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

Nov. 2014 Cheq(s) Nos. 45887-46392	\$ 1,162,716.71
Payroll	381,146.77
TOTAL FOR NOVEMBER 2014	\$1,543,863.48

Dec. 2014 Cheq(s) Nos. 46393-46951	\$1,345,187.38
Payroll	477,494.93
TOTAL FOR DECEMBER 2014	\$1,822,682.31

TOTAL EXPENDITURES

NOVEMBER & DECEMBER 2014 \$3,366,545.79

[November 2014-Interim Schedule-Board-January 29, 2015.pdf](#)

[December 2014-Interim Schedule-Board-January 29, 2015.pdf](#)

h) Grant-in-Aid-January 22, 2015

Electoral Area Directors - Weighted

Recommendation:

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

1. Community Futures Greater Trail-Electoral Area 'A'-\$500
2. Community Futures Greater Trail-Electoral Area

- 'B'/Lower Columbia-Old Glory-\$500
 - 3. Rossland Winter Carnival-Electoral Area 'B'/Lower Columbia-Old Glory-\$1,000
 - 4. Zone 6 BC Seniors Games-Electoral Area 'B'/Lower Columbia-Old Glory-\$400
 - 5. Christina Gateway Community Development Assoc.- Electoral Area 'C'/Christina Lake-\$4,687.20
 - 6. Zone 6 BC Seniors Games-Electoral Area 'C'/Christina Lake-\$400
 - 7. Boundary Country Regional Chamber of Commerce- Electoral Area 'C'/Christina Lake-\$2,500
 - 8. Grand Forks Figure Skating Club-Electoral Area 'D'/Rural Grand Forks-\$1,000
 - 9. City of Grand Forks-Electoral Area 'D'/Rural Grand Forks-\$500
 - 10. Boundary Country Regional Chamber of Commerce- Electoral Area 'D'/Rural Grand Forks-\$2,500
 - 11. Zone 6 BC Seniors Games-Electoral Area 'D'/Rural Grand Forks-\$400
 - 12. Midway Public Library-Electoral Area 'E'/West Boundary-\$1,200
 - 13. Kelowna Ski Club/Big White Racers-Electoral Area 'E'/West Boundary-\$2,500
 - 14. Kelowna and District Society for People in Motion- Electoral Area 'E'/West Boundary-\$1,000
 - 15. C. Yates/City of Greenwood-Electoral Area 'E'/West Boundary-\$1,500
 - 16. Kettle Valley Racing Association-Electoral Area 'E'/West Boundary-\$1,000
 - 17. Boundary Country Regional Chamber of Commerce- Electoral Area 'E'/West Boundary-\$2,500
- [Grant in Aid-To January 22-Board-January 29, 2015.pdf](#)

i) **Grant-in-Aid Amendment**
Electoral Area 'D'/Rural Grand Forks
Grand Forks Community Christmas Dinner

Electoral Area Directors Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors amends the Grant-in-Aid amount approved on November 27 2014 for the Grand Forks Community Christmas Dinner requested from Electoral Area 'D'/Rural Grand Forks from \$1,000 to \$300.

9. **Bylaws**

- a) **First, Second and Third Readings**
Bylaw No. 1571-Year 2015 Revenue
Anticipation Borrowing Bylaw

Corporate Vote Weighted

Recommendation: That Regional District of Kootenay Boundary Bylaw No. 1571 be read a first, second and third time.

[Bylaw 1571- 2015 Revenue Anticipation Loan Authorization-Board-January 29, 2015.pdf](#)

- b) **Adoption**
Bylaw No. 1571-Year 2015 Revenue
Anticipation Borrowing Bylaw

Corporate Vote Weighted

Recommendation: That Regional District of Kootenay Boundary Bylaw No. 1571 be reconsidered and adopted.

[Bylaw 1571- 2015 Revenue Anticipation Loan Authorization-Board-January 29, 2015.pdf](#)

10. **New Business**

- a) **G. Denkovski-Jan 8/15**
re: Selection of Consultant-Ground Water Monitoring

A staff report from Goran Denkovski - Engineering and Safety Coordinator, with recommendations for the selection of a

consultant to complete groundwater monitoring for a three year term at RDKB solid waste facilities is presented.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors receive the Staff Report from Goran Denkovski, Engineering and Safety Coordinator with recommendations for the selection of a consultant to complete groundwater monitoring for a three year term at the Regional District of Kootenay Boundary solid waste facilities.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the contract between Bear Environmental Ltd. and the Regional District of Kootenay Boundary in the amount of \$79,835 for three years to complete groundwater monitoring at the Grand Forks Landfill, Rock Creek Transfer Station, Beaverdell Transfer Station, McKelvey Creek Landfill and West Boundary Landfill.

FURTHER that the Board of Directors authorize the Regional District's signatories to sign the contract.

[Staff Report - Groundwater Monitoring- Board of Directors - Pdf](#)

b) **G. Denkovski-Jan 8/15**
re: Mosquito Control

A staff report from Goran Denkovski, Engineering and Safety Coordinator with recommendations for the selection of a contractor to complete mosquito control for a three year term in Electoral Area 'C'/Christina Lake and Electoral Area 'D'/Rural Grand Forks including the City of Grand Forks is presented.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors receive the staff report from Goran Denkovski, Engineering and Safety Coordinator with recommendations for the selection of a contractor for

completing mosquito control in Electoral Area 'C'/Christina Lake and Electoral Area 'D'/Rural Grand Forks including the City of Grand Forks.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves a contract with Morrow Bioscience Ltd. in the amount of \$185,400 for three years to complete mosquito control in Electoral Area 'C'/Christina Lake and Electoral Area 'D'/Rural Grand Forks including the City of Grand Forks. **FURTHER** that the Board of Directors approves the Regional District's signatories to sign the contract.

[Staff Report - Mosquito Control - Board of Directors - Pdf](#)

c) **B. Teasdale**
re: Beaver Valley Water Service - Source Water Protection Plan

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a review of submitted proposals for the development of a Source Water Protection Plan for the Beaver Valley Water Service is presented.

Corporate Vote Unweighted

Recommendation: That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a review of submitted proposals for the development of a Source Water Protection Plan for the Beaver Valley Water Service be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the proposal from WSP-Focus to complete a Source Water Protection Plan for the Beaver Valley Water Service in the amount of \$26,065

plus applicable taxes. FURTHER that the Board of Directors authorizes the Regional District's Signatories to sign the contract.

Staff Report - Board - Source Water Protection Planning (BV Water Service) - Jan2015 - Pdf

d) **C. Rimell**
re: Interfor Corporation-Private Forestry Referral

A staff report from C. Rimell, Planner regarding a referral from FrontCounterBC submitted by Interfor Corporation to purchase the Crown Land lease for recreational residential use on Christina Lake is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from C. Rimell, Planner regarding a Development Referral submitted by Interfor Corporation for proposed new cut blocks and roads north of Westbridge surrounding the Kettle River be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise that the Development Proposal submitted by Interfor Corporation for proposed new cut blocks and roads north of Westbridge surrounding the Kettle River is supported and that the Advisory Planning Commission comments be provided to Interfor Corporation for consideration.

[Staff Report-Interfor-Forestry Referral-Board-January 29, 2015.pdf](#)

e) **C. Rimmel**
re: Mallach-Crown Referral-Residential Use

A staff report regarding a referral from FrontCounterBC submitted by Robert Mallach to purchase the Crown Land lease for recreational residential use on Christina Lake is presented.

Corporate Vote Unweighted

Recommendation: That the staff report regarding a referral from FrontCounterBC submitted by Robert Mallach to purchase the Crown Land lease for recreational residential use on Christina Lake be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise FrontCounterBC that the application submitted by Robert Mallach to purchase the Crown Land lease legally described as Lot 1, DL 3013s, Similkameen Division of Yale District, Plan KAP 11602 for recreational residential use on Christina Lake is supported.

[Staff Report-Residential Use Application-Mallach-Christina Lake-Board-January 29, 2015.pdf](#)

f) **C. Rimell**
re: FortisBC Crown Land License of Occupation Amendment

A staff report from C. Rimell, Planner regarding a referral from FrontCounterBC submitted by FortisBC to amend an existing License of Occupation issued to FortisBC for a communications facility on Crown land on top of Mount Roderick Dhu is presented.

Corporate Vote Unweighted

Recommendation: That the staff report regarding a referral from FrontCounterBC submitted by FortisBC to amend an existing License of Occupation issued to FortisBC for a communications facility on Crown land on top of Mount Roderick Dhu be received.

Corporate Vote Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors advise FrontCounterBC that the application submitted by FortisBC to amend an existing License of Occupation No.402456 for a communications facility on Crown land in the vicinity of Mount Roderick Dhu is supported and that the Advisory Planning Commission comments be provided to FrontCounterBC for consideration.

[Staff Report-FortisBC License of Occupation Amendment-Board-January 29, 2015.pdf](#)

g) **M. Andison-Jan 9/15**
re: 2014 Year End Building Statistics

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding the 2014 Building Statistics is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding the 2014 Building Statistics be received.

[Staff Report-Year End Building Statistics-Board-January 29, 2015.pdf](#)

h) **M. Andison-Jan 5/15**
re: Building Bylaw Contravention-Electoral Area 'E'\West Boundary

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention (Christian Bond) is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received.

Electoral Area Directors Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1545, SDYD, Plan KAP83857.

Staff Report-Bylaw Contravention-Bond-Board Jan. 29, 2015.pdf

- i) **M. Andison-Jan 5/15**
re: Building Bylaw Contravention-Electoral Area 'E'/West Boundary

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention (Richard Kroetsch and Laura Robinson) is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received

Electoral Area Directors Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot 32, D.L. 3638, SDYD, Plan 33084.

Staff Report-Bylaw Contravention-Kroetsch+Robinson-Board Jan. 29, 2015.pdf

- j) **M. Andison-Jan 5/15**
re: Building Bylaw Contravention Electoral Area 'A'

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention (Ronni-Lynn Sullivan) is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received

Electoral Area Directors Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors invite the owner, Ronni-Lynn Sullivan, 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 1, D.L. 1236, KD, Plan 15503.

[Staff Report-Bylaw Contravention-Sullivan-Board January 29, 2015.pdf](#)

k) **M. Andison-Jan 9/15**
re: Building Bylaw Contravention
Big White-Electoral Area 'E' / West Boundary

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention (0985028 B.C. Ltd. Inc.) is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received.

Electoral Area Directors Unweighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors invite the owner, 0985028 B.C.

Ltd. Inc., 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 D.L. 508S, SDYD.

[Staff Report-Bylaw Contravention-0985028 B.C. Ltd Inc-Board January 29, 2015.pdf](#)

I) T. Martin-Jan. 26/15
re: Equipment Replacement

A staff report from Terry Martin, Regional Fire Chief/Fire Dispatch Manager regarding the early replacement of E12, a rescue pumper for Company 1 (Rossland) is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from Terry Martin Regional Fire Chief and Fire Dispatch Manager, regarding the purchase of Fire Apparatus for Kootenay Boundary Regional Fire Rescue be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the purchase of E12 from Hub Fire Engines and Equipment LTD, Abbotsford B.C. Canada, for the supply and delivery of:

- One 2015 Freightliner M2-112 4 x 4 Rescue Pumper, for \$423,722.00 plus applicable taxes. **FURTHER** that 10,000 for the initial lease payment be allocated in the 2015 budget.

Staff Report - Board - New E12 (Fire) Purchase - January 2015 - Pdf

m) **J. MacLean - Jan. 26/15**
re: Statutory Right of Way

A staff report from John M. MacLean, CAO regarding the negotiated statutory right of ways to allow necessary access to the Beaver Valley Water Treatment Plant is presented.

Corporate Vote Unweighted

Recommendation: That the staff report from John M. MacLean, CAO regarding the negotiated statutory right of way to allow necessary access to the Beaver Valley Water Treatment Plant be received.

Corporate Vote Weighted

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Statutory Right of Way Agreement across Lot 253, District Lot 1236 Kootenay District Plan 785B to allow legal, reasonable access to the Beaver Valley Water Treatment Plant as well as the required Form C Releases. **FURTHER** that the Board of Directors authorizes its signatories to sign and enter into the Statutory Right of Way Agreements and Form C Releases.

Staff Report - Board - SRW Atco Lumber - January 2015
- 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

Thursday, November 27, 2014

Grand Forks, BC

6:00 p.m.

Minutes

Present

Director G. McGregor, Chair
Director N. Kettle
Director B. Taylor
Director R. Russell
Director M. Rotvold
Director B. Crockett
Director J. Danchuk
Director R. Cacchioni
Director A. Grieve
Director P. Cecchini

Others Present:

Approximately 3 members of the public.
G. Watts, Project Coordinator, Kettle River Watershed Management Plan

Call to Order

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

Consideration of the Agenda (Additions/Deletions)

The agenda for the November 27, 2014 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

The Chair advised that there were additional items to include on the agenda.

Four Grant-in-Aid applications were added to Item 10j), a verbal report from John MacLean, C.A.O. regarding Broadband was added Item 8g), an explanation and proposed motion from Director Russell regarding a potential application to the Farm Adaptation Innovator Program was added to Item 11 and a request from Director Russell to include a future discussion on the Public Learning Garden that is in progress in the Electoral Area D/Grand Forks area was added to Item 12.

The Chair also advised that Item 10i) would be moved to the front of the agenda and be presented as Item 3b), and it was;

430-14 Moved: Director Grieve Seconded: Director Kettle

Corporate Vote Unweighted

That the agenda for the November 27, 2014 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as amended.

Carried.

Minutes

The minutes of the October 30, 2014 meeting of the Regional District of Kootenay Boundary Board of Directors were presented.

431-14 Moved: Director Kettle Seconded: Director Rotvold

Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held October 30, 2014 be adopted as presented.

Carried.

J. MacLean - Nov. 25/14

re: Economic Development Agreement-Kootenay Region (Greater Trail)

A staff report from John M. MacLean, CAO regarding an agreement for the provision of economic development services in the Kootenay Region (Greater Trail) was presented.

432-14 Moved: Director Cacchioni Seconded: Director Grieve

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Board of Directors
November 27, 2014

Corporate Vote Unweighted

That the staff report from John M. MacLean, CAO regarding an agreement for the provision of economic development services in the Kootenay Region (Greater Trail) be received.

Carried.

433-14 Moved: Director Grieve Seconded: Director Kettle

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the agreement with the Lower Columbia Community Development Team Society for the provision of economic development services for a three year period, starting January 1, 2015, at an annual cost of one hundred seventy six thousand six hundred dollars (\$176,600). **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

Delegation(s)

There were no delegations in attendance.

Unfinished Business**Memorandum of Board Resolutions**

The Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending October 30, 2014 was presented.

434-14 Moved: Director Rotvold Seconded: Director Russell

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors Memorandum of Board Resolutions for the period ending October 30, 2014 be received as presented.

Carried.

Grand Forks and District Recreation Commission Program and Services - Fees & Charges

A recommendation adopted by the Grand Forks and District Recreation Commission respecting a proposed increase to recreation programming and services fees and charges was presented, and it was;

435-14 Moved: Director Russell Seconded: Director Taylor

Stakeholder Vote Weighted

That, effective January 1, 2015, the Regional District of Kootenay Boundary Board of Directors approves a 2% increase to the current 2014 fees and charges for programs and services offered at the Grand Forks and District Aquatic Centre and at the Jack Goddard Memorial Arena.

Carried.

M. Forster - Nov. 18/14 re: Wood Stove Exchange Program

A staff report from Maureen Forster, Executive Assistant regarding a proposal for RDKB participation in the 2014 – 2015 Provincial Wood Stove Exchange Program (WSEP) was presented. This report is an update to the report dated August 20, 2014 that was presented to the Board of Directors at the August 28, 2014 Board meeting.

436-14 Moved: Director Rotvold Seconded: Director Danchuk

Corporate Vote Unweighted

That the staff report from Maureen Forster, Executive Assistant, dated November 18, 2014 regarding a proposal for RDKB participation in the 2014 – 2015 Provincial Wood Stove Exchange Program be received.

Carried.

437-14 Moved: Director Cacchioni Seconded: Director Russell

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Wood Stove Exchange Program Agreement in the amount of \$10,000 for a six (6) month

term. **FURTHER** that the Board of Directors authorizes the RDKB's signatory to sign and enter into the Agreement with the BC Lung Association.

Carried.

Communications

There were no communications to discuss.

Communications (Information Only)

A. Atamanenko-Oct. 27/14
re: CPR Night Train Schedule

438-14 Moved: Director Grieve Seconded: Director Crockett

Corporate Vote Unweighted

That Communication (Information Only) Item a) be received.

Carried.

Reports

439-14 Moved: Director Rotvold Seconded: Director Kettle

Corporate Vote Unweighted

That the following draft minutes be received: Beaver Valley Water Committee, November 3, 2014; East End Sewerage Committee, November 4, 2014; East End Services Committee, November 5, 2014; Solid Waste Management Plan Steering and Monitoring Committee, November 6, 2014; Environmental Services Committee, November 13, 2014; Electoral Area Services Committee, November 13, 2014; Beaver Valley Recreation Committee, November 12, 21014.

Carried.

Environmental Services Committee

440-14 Moved: Director Cacchioni Seconded: Director Russell

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors directs staff to proceed with the sale of the Regional District of Kootenay Boundary Recycling Plant at 9370 Highway 22, Trail, B.C. to Alpine Disposal and Recycling for the offered price of \$365,000.00

Carried.

441-14 Moved: Director Cacchioni Seconded: Director Russell

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the expenditure of up to \$25,000 in 2015 for completion of a Feasibility Study-Phase 1 to support a program of restoration and afforestation in the RDKB.

Carried.

442-14 Moved: Director Cacchioni Seconded: Director Russell

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors endorses the Kettle River Watershed Management Plan (the Plan) by considering information in the Plan in relevant discussion and decision making; by implementing the priority strategies and actions, as appropriate through local government planning documents (i.e. official community plans and zoning bylaws) and participation in partnerships and collaborative initiatives; and by promoting implementation of the Plan through endorsing it for use by other local and regional organizations, governments and stakeholders, and through lobbying other levels of government and agencies for policy support and capacity improvement.

Carried.

443-14 Moved: Director Cacchioni Seconded: Director Crockett

Corporate Vote Unweighted

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That the Regional District of Kootenay Boundary Board of Directors advertise and post a Notice of Intent for the expenditure of up to \$25,000 in 2015 for the completion of a Feasibility Study-Phase 1 to support a program of restoration and afforestation in the RDKB as per the Regional District of Kootenay Boundary Purchasing Policy.

Carried.

444-14 Moved: Director Cacchioni Seconded: Director Rotvold

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves a contract with Kettle Valley Waste in the amount of \$395,000 per year commencing July 1, 2014 for organics, recycling and garbage collection in Electoral Area 'C'/Christina Lake, Electoral Area 'D'/Rural Grand Forks and in the City of Grand Forks.

Carried.

Electoral Area Services

445-14 Moved: Director McGregor Seconded: Director Taylor

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves staff drafting and executing a contract with Cordilleran Ecological for core funding for Implementation of the Kettle River Watershed Management Plan at an annual cost of \$35,280 for three years at a total of \$105,840.

Carried.

Minutes - Advisory Planning Commissions

446-14 Moved: Director Grieve Seconded: Director Danchuk

Corporate Vote Unweighted

That the following Electoral Area Advisory Planning Commission Minutes be received:

Electoral Area 'A' (via email) - November 4, 2014,
Electoral Area 'C'/Christina Lake - November 4, 2014 and

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Electoral Area 'D'/Rural Grand Forks-November 4, 2014

Carried.

Board Appointments Updates

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

The Southern Interior Development Initiative Trust Newsletter dated October 31, 2014 was distributed to the Board members. Chair McGregor advised that she had nothing further to report.

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

Chair McGregor noted that most of the Southern Interior Beetle Action Coalition's work would be completed sometime in 2015 but that discussions regarding the creation of an Advisory Committee are taking place.

Columbia River Treaty - Directors Rotvold and Worley

A report from the Columbia River Treaty Local Government meeting held November 25, 2014 as submitted by Director Worley was distributed.

Director Rotvold advised that workshops for the newly elected Directors and local government representatives are being discussed and may be scheduled in Cranbrook in February.

Chair's Update

Chair McGregor thanked the Board members for working together during 2014 and for keeping the meetings on course. She also advised that she has enjoyed being the Board Chair and thanked the Directors for their support.

Broadband

J. MacLean, Chief Administrative Officer provided an update regarding discussions between the Regional Districts of Central Kootenay, East Kootenay and Kootenay Boundary on ways to improve access to, and funding options for broadband services within rural communities. He provided information regarding how gas tax funding may be utilized; the joint application put forward by the Columbia Basin Broadband Corporation (CBBC) and the Columbia Basin Trust (CBT) for funding assistance to the Federal program Connecting Canadians, and he reviewed other options and partnerships that may be available.

This matter will be included in discussions during the RDKB's strategic planning sessions.

Interim Schedule of Accounts

447-14 Moved: Director Rotvold Seconded: Director Cacchioni

Corporate Vote Unweighted

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

Cheques Nos. 45219-45875	\$ 1,549,686.18
Payroll	\$ 439,460.48
TOTAL	\$ 1,989,146.66

Carried.

Bylaws

Bylaw No. 1565 Rivervale Waterworks Regulations and Rates First, Second and Third Readings

448-14 Moved: Director Kettle Seconded: Director Crockett

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Rivervale Waterworks Regulations and Rates Bylaw No. 1565, 2015 be read a first, second and third time.

Carried.

Bylaw No. 1565 Rivervale Waterworks Regulations and Rates Adoption

449-14 Moved: Director Kettle Seconded: Director Danchuk

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Rivervale Waterworks Regulations and Rates Bylaw No. 1565, 2015 be reconsidered and adopted.

Carried.

**Bylaw No. 1566 Regional District of Kootenay Boundary
Beaver Valley Water Service Rates - First, Second and Third Readings**

450-14 Moved: Director Grieve Seconded: Director Cecchini

Stakeholder Vote Weighted

That Regional District of Kootenay Boundary Beaver Valley Water Service Rates Bylaw No. 1566, 2015 be read a first, second and third time.

Carried.

**Bylaw No. 1566 Regional District of Kootenay Boundary
Beaver Valley Water Service Rates - Adoption**

451-14 Moved: Director Cecchini Seconded: Director Grieve

Stakeholder Vote Weighted

That Regional District of Kootenay Boundary Beaver Valley Water Service Rates Bylaw No. 1566, 2015 be reconsidered and adopted.

Carried.

**Bylaw No. 1569 Regional District of Kootenay Boundary
Oasis-Rivervale Sewer Regulations and Rates
First, Second and Third Readings**

452-14 Moved: Director Crockett Seconded: Director Rotvold

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Oasis-Rivervale Sewer Regulations and Rates Bylaw No. 1569 be read a first, second and third time.

Carried.

**Bylaw No. 1569 Regional District of Kootenay Boundary Oasis-Rivervale
Sewer Regulations and Rates - Adoption**

453-14 Moved: Director Cecchini Seconded: Director Rotvold

Corporate Vote Unweighted

That Regional District of Kootenay Boundary Oasis-Rivervale Sewer Regulations and Rates Bylaw No. 1569 be reconsidered and adopted.

Carried.

New Business

**B. Burget-Nov 17/14
re: Service 010 Rationalized Waste Management**

A staff report from Beth Burget, General Manager of Finance requesting that the Board approve a transfer from the Landfill Closure Reserves totaling \$1,185,106 to Service 010 Regionalized Waste Management and amend the 2014-2018 Five Year Financial Plan accordingly was presented.

454-14 Moved: Director Rotvold Seconded: Director Cacchioni

Corporate Vote Unweighted

That the staff report from Beth Burget, General Manager of Finance requesting that the Board approve a transfer from the Landfill Closure Reserves totaling \$1,185,106 to Service 010 Regionalized Waste Management and amend the 2014-2018 Five Year Financial Plan accordingly be received.

Carried.

455-14 Moved: Director Danchuk Seconded: Director Kettle

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the transfer of \$1,185,106 Landfill Closure Reserve funds to Service 010 Regionalized Waste Management and amend the 2014-2018 Five Year Financial Plan accordingly.

Carried.

B. Burget-Nov. 18/14**re: Liability Under Agreement Application Approval**

A staff report from Beth Burget, General Manager of Finance requesting that the Board approve obtaining financing through Liability Under Agreement with the Municipal Finance Authority (MFA) to finance short term financing (under five years) for projects included in the 2014 Financial Plan was presented.

456-14 Moved: Director Kettle

Seconded: Director Cecchini

Corporate Vote Unweighted

That the staff report from Beth Burget, General Manager of Finance requesting that the Board approve obtaining financing through Liability Under Agreement with the Municipal Finance Authority (MFA) to finance short term financing (under five years) for projects included in the 2014 Financial Plan be received.

Carried.

457-14 Moved: Director Rotvold

Seconded: Director Crockett

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves that an application be made to the Municipal Finance Authority for short term financing pursuant to Section 819 of the *Local Government Act* for the Lower Columbia Culture Arts and Recreation Boiler Replacement project, the Recreation-Grand Forks and Electoral Area 'D'/Rural Grand Forks Fitness Park and the Grand Forks Curling Club Outside Siding Replacement projects in a combined total of \$298,071.

Carried.

B. Burget - Nov 19, 2014**re: Investment Strategies**

A staff report from Beth Burget, General Manager of Finance requesting direction from the Board on investment strategies was presented.

458-14 Moved: Director Rotvold

Seconded: Director Taylor

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Corporate Vote Unweighted

That the staff report from Beth Burget, General Manager of Finance requesting direction from the Board on investment strategies be received.

Carried.

459-14 Moved: Director Rotvold Seconded: Director Cacchioni

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve staff to use a mix of investments utilizing Municipal Finance Authority, Chartered Bank and Credit Union.

Carried.

B. Burget - Nov 19, 2014**re: Management Early Retirement Incentive Program Policy**

A staff report from Beth Burget, General Manager of Finance, requesting approval to renew the Early Retirement Incentive Plan for a period of January 1, 2015 to December 31, 2016 was presented.

460-14 Moved: Director Rotvold Seconded: Director Grieve

Corporate Vote Unweighted

That the staff report from Beth Burget, General Manager of Finance, requesting approval to renew the Early Retirement Incentive Plan for a period of January 1, 2015 to December 31, 2016 be received.

Carried.

461-14 Moved: Director Cecchini Seconded: Director Cacchioni

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors convenes to a closed meeting pursuant to Section 90 (1) (c) of the Community Charter (time: 6:35 p.m.).

Carried.

462-14 Moved: Director Cacchioni Seconded: Director Rotvold

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors reconvenes to the open meeting (time: 6:45 p.m.).

Carried.

463-14 Moved: Director Kettle Seconded: Director Crockett

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Management Early Retirement Incentive Program Policy (ERIP) for employees of the Regional District of Kootenay Boundary who are members of the Municipal Pension Program and who are described more particularly in the details of the ERIP immediately following this resolution (Schedule 'A', revised November 19, 2014) **AND FURTHER** that the Regional District of Kootenay Boundary Board of Directors agrees to pay one hundred percent (100%) of the total cost of the ERIP as determined by the Pension Corporation.

The ERIP will provide an unreduced pension for employees of the Regional District of Kootenay Boundary who are members of the Municipal Pension Program and who are at least 55, by waiving the "Rule of 90" (normal age plus contributory service) and substituting the "Rule of 80". The member is eligible to apply for an unreduced pension under the terms of this ERIP during the period from January 1, 2015 to December 31, 2016.

Carried.

**J. Ginalias - Application for License of Occupation
Electoral Area 'D'/Rural Grand Forks**

A staff report from Jeff Ginalias, Senior Planner regarding a referral from FrontCounter BC submitted by Fortis BC for a license of occupation for utilities and electric power-line purposes for an aerial crossing of Crown land, being the bed of Granby River, fronting District Lot 1225 was presented.

464-14 Moved: Director Russell Seconded: Director Rotvold

Corporate Vote Unweighted

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That the staff report from Jeff Ginalias, Senior Planner regarding a referral from FrontCounter BC submitted by Fortis BC for a license of occupation for utilities and electric power-line purposes for an aerial crossing of Crown land, being the bed of Granby River, fronting District Lot 1225 be received.

Carried.

465-14 Moved: Director Kettle Seconded: Director Russell

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Fortis BC, for a license of occupation for utilities and electric powerline purposes for an aerial crossing of Crown land, being the bed of Granby River, fronting District Lot 1225 is supported and that the APC comments be provided to FrontCounter BC for consideration.

Carried.

J. Ginalias-Application for License of Occupation Electoral Area 'D'/Rural Grand Forks

A staff report regarding a referral from FrontCounter BC submitted by Michael Freisinger, Scot Gannon and Jo-Anne Gannon for a license of occupation for transportation and roadway purposes in the Danshin Village area in Electoral Area 'D'/Rural Grand Forks on Crown land legally described as the Crown land portion DL 2169s was presented.

466-14 Moved: Director Russell Seconded: Director Grieve

Corporate Vote Unweighted

That the staff report regarding a referral from FrontCounter BC submitted by Michael Freisinger, Scot Gannon and Jo-Anne Gannon for a license of occupation for transportation and roadway purposes in the Danshin Village area in Electoral Area 'D'/Rural Grand Forks on Crown land legally described as the Crown land portion DL 2169s, be received.

Carried.

467-14 Moved: Director Cacchioni Seconded: Director Russell

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Michael Freisinger, Scot Gannon and Jo-Anne Gannon, for a license of occupation for transportation and roadway purposes in the Danshin Village area in Electoral Area 'D'/Rural Grand Forks on Crown land legally described as: that part of the surface of District Lot 2071, SDYD, Except Sub-Lot 1, Plan 1184, Sub-Lot 2, Plan 1184, Sub-lot 3 Plan 1184, Sub-lot 4 Plan 1184, Sub-lot 5, Plan 1184, Sub-lot 6, Plan 1184, Sub-lot 8, Plan 1184, sub-lot 9, Plan 1184, Sub-lot 10, Plan 1184, Sub-lot 11, Plan 1184, Sub-lot 12, Plan 1184, Sub-lot 12, Plan 1184, Sub-lot 17, Plan 1184, Plan 534, lying within the boundaries of Lot 2169s, surveyed as the "Denver Mineral Claim, SDYD, more particularly shown on the Legal Description Schedule", is supported.

Carried.

J. Ginalias-Application for Licence of Occupation Electoral Area A

A staff report from J. Ginalias, Senior Planner regarding a referral from FrontCounterBC submitted by Fortis BC for a license of occupation for utilities and electric powerline purposes for three segments of Crown land near Blizzard Mountain was presented.

468-14 Moved: Director Grieve Seconded: Director Rotvold

Corporate Vote Unweighted

That the staff report regarding a referral from FrontCounterBC submitted by Fortis BC for a license of occupation for utilities and electric powerline purposes for three segments of Crown land near Blizzard Mountain be received.

Carried.

469-14 Moved: Director Grieve Seconded: Director Danchuk

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounterBC that the application submitted by Fortis BC, for a license of occupation for utilities and electric powerline purposes for three segments of Crown land between

Blizzard Mountain and the Seven Mile Dam is supported and that the Advisory Planning Commission comments be provided to FrontCounterBC for consideration.

Carried.

J. MacLean - Nov 20, 2014
re: Big White Security Services

A staff report from John M. MacLean, CAO requesting that the Board extend the Big White Security Services contract for an additional year was presented.

470-14 Moved: Director Rotvold Seconded: Director Kettle

Corporate Vote Unweighted

That the staff report from John M. MacLean, CAO requesting that the Board extend the Big White Security Services contract for an additional year be received.

Carried.

471-14 Moved: Director Grieve Seconded: Director Russell

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the contract with Securigard Services for the provision of security services at Big White Ski Resort for one year at a monthly cost of \$19,622.60 during the months of November through April and \$13,932.13 the remainder of the year. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the contract.

Carried.

Grants-in-Aid

Electoral Area Directors Only

472-14 Moved: Director Grieve Seconded: Director Russell

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

1. Columbia Basin Environmental Education Network-Electoral Area 'A'-\$500
2. Columbia Basin Environmental Education Network-Electoral Area 'B'/Lower Columbia-Old Glory-\$500
3. 1st Warfield Scouts-Electoral Area 'B'/Lower Columbia-Old Glory-\$1,000
4. Christina Lake Community Christmas Dinner-Electoral Area 'C'/Christina Lake-\$500
5. Christina Gateway CDA-Electoral Area 'C'/Christina Lake - \$2,000
6. Grand Forks Rotary-Electoral Area 'D'/Rural Grand Forks-\$1,500
7. Grand Forks Seniors Center BR 68-Electoral Area 'D'/Rural Grand Forks-\$400
8. Grand Forks and Boundary Regional Agricultural Society-Electoral Area 'D'/Rural Grand Forks-\$2,500
9. Grand Forks Community Dinner-Electoral Area 'D'/Rural Grand Forks-\$1,000
10. Greenwood Heritage Society (Museum)-Electoral Area 'E'/West Boundary-\$434.05
11. Village of Fruitvale Jingle Down Main Street-Electoral Area 'A'-\$1,000
12. Special Olympics Trail-Electoral Area 'A'-\$500
13. Special Olympics Trail-Electoral Area 'B'-\$500
14. Midway RCMP Community Consultative Committee-Electoral Area 'E'/West Boundary-\$200

Carried.

Late (Emergent) Items

Application to the Farm Adaptation Innovation Program

Director Russell provided information regarding the BC Agricultural Research and Development Corporation and the Investment Agriculture Foundation which use funding provided by Agriculture & Agri-Food Canada and the BC Ministry of Agriculture to deliver a program called the BC Climate and Food Action Initiative. He has received a request for an Expression of Interest (EOI) to identify the RDKB as one of the partners on a potential application to the Farm Adaptation Innovator Program (FAIP) that would assist with increasing the adoption of reduced tillage and cover crop systems for regional vegetable crop producers and nursery businesses.

After review of the matter, it was;

473-14 Moved: Director Russell Seconded: Director Taylor

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the submission of an Expression of Interest that would identify the RDKB as a partner on a possible application to the Farm Adaptation Innovator Program

Carried.

Discussion of items for future meetings

1. Discussion regarding the Public Learning Garden currently in progress in Electoral Area 'D'/Rural Grand Forks and City of Grand Forks areas and a possible partnership.
2. Information and direction regarding the use of video conferencing equipment in the RDKB Trail and Grand Forks offices.

Question Period for Public and Media

There were no questions from the public in attendance.

Closed (In camera) Session

Closed meeting pursuant to Section 90 (1) (e) of the *Community Charter*.

474-14 Moved: Director Danchuk Seconded: Director Rotvold

That the Regional District of Kootenay Boundary Board of Directors convenes to a closed meeting pursuant to Section 90 (1) (e) of the *Community Charter* (time: 7:00 p.m.).

Carried.

475-14 Moved: Director Crockett Seconded: Director Russell

That the Regional District of Kootenay Boundary Board of Directors reconvenes to the open meeting (time: 7:10 p.m.).

Carried

Release of Closed Meeting Resolutions

The following resolutions were adopted in the closed meeting and released to the open meeting;

476-14 Moved: Director Cacchioni Seconded: Director Russell

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the transfer of lands legally described as Lot 1, Plan NEP14437, Township 7A, Land District 26 (PID: 009-837-761) as a gift from Mrs. Libby Nelson to the Regional District of Kootenay Boundary on behalf of the Beaver Valley Recreation, Parks and Trails service.

FURTHER that the Board of Directors authorizes the RDKD signatories to sign the property transfer documents relating to the transfer of ownership of the aforementioned lands.

Carried.

477-14 Moved: Director Cecchini Seconded: Director Grieve

Corporate Vote Unweighted

That once the ownership of the lands legally described as Lot 1, Plan NEP14437, Township 7A, Land District 26 (PID: 009-837-761) is transferred to the Regional District of Kootenay Boundary, on behalf of the Beaver Valley Recreation, Parks and Trails Service, that a restrictive covenant be filed on the said lands restricting the uses for public recreation only.

Carried.

Adjournment

There being no further business, it was;

478-14 Moved: Director Cacchioni Seconded: Director Crockett

That the meeting be adjourned (time: 7:15 p.m.).

Carried.

Chair

Manager of Corporate Administration

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Regional District of Kootenay Boundary

**Statutory Board Meeting
Minutes
Thursday, December 11, 2014
RDKB Boardroom - Trail, BC
4:00 pm**

Directors present:

Director A. Grieve
Director L. Worley
Director G. McGregor
Director R. Russell
Director M. Rotvold
Director V. Gee
Director E. Smith
Director N. Krog
Director K. Moore
Director T. Pahl
Director M. Martin
Director J. Danchuk
Director P. Cecchini

Staff present:

T. Lenardon, Manager of Corporate Administration
J. M. MacLean, Chief Administrative Officer
M. Forster, Executive Assistant/Recording Secretary
B. Burget, General Manager of Finance
A. Stanley, General Manager of Environmental Services
B. Teasdale, Manager of Infrastructure and Sustainability
T. Sprado, Manager of Facilities and Recreation

Call to Order

The Manager of Corporate Administration called the meeting to order at 4:00 pm and welcomed everyone to the meeting.

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Statutory Board Meeting
December 11, 2014*

Consideration of the Agenda

The Agenda for the 2014 Statutory Board meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

479-14 Moved: Director McGregor Seconded: Director Rotvold

That the Agenda for the 2014 Statutory Board meeting of the Regional District of Kootenay Boundary Board of Directors be received.

Carried.

2014 Local Government Elections**T. Lenardon-Nov 25/14****re: Election Results and Other Information**

A staff report from Theresa Lenardon, Chief Election Officer/Manager of Corporate Administration regarding the results of, and information relating to the 2014 Local Government General Elections was presented.

480-14 Moved: Director Worley Seconded: Director Cecchini

That the staff report from Theresa Lenardon, Chief Election Officer/Manager of Corporate Administration regarding the results of, and information relating to, the 2014 Local Government General Elections be received.

Carried.

Oaths of Office

The Manager of Corporate Administration administered the Oaths of Office to all Directors.

Electoral Area Directors Elected to the Board:

Electoral Area 'D'/Rural Grand Forks, Director Roly Russell
Electoral Area 'E'/West Boundary, Director Vicki Gee

Electoral Area Directors Acclaimed:

Electoral Area 'A', Director Ali Grieve
 Electoral Area 'B'/Lower Columbia-Old Glory, Director Linda Worley
 Electoral Area 'C'/Christina Lake, Director Grace McGregor

Municipal Council Appointees to the Board:

Village of Midway, Director Marguerite Rotvold
 City of Greenwood, Director Ed Smith
 City of Grand Forks, Director Neil Krog
 City of Rossland, Director Kathy Moore
 Village of Warfield, Director Ted Pahl
 City of Trail, Director Mike Martin
 Village of Montrose, Director Joe Danchuk
 Village of Fruitvale, Director Patricia Cecchini

Election of Chair of the Board

The Manager of Corporate Administration provided the Board of Directors with a review of the process involved for electing the Board Chair and called a first time for Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

481-14 Moved: Director Cecchini

That Director McGregor be nominated for the position of Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

Director McGregor accepted the nomination.

The Manager of Corporate Administration called a second time for nominations for Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

The Manager of Corporate Administration called a third and final time for nominations for Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

There being no further nominations, Director McGregor was declared by acclamation the Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

Election of Vice-Chair of the Board

The Manager of Corporate Administration advised that the process for electing the Board Vice-Chair is the same process as for electing the Board Chair.

The Manager of Corporate Administration called a first time for nominations for Vice-Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

482-14 Moved: Director Rotvold

That Director Worley be nominated for the position of Vice-Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

Director Worley accepted the nomination.

483-14 Moved: Director Moore

That Director Cecchini be nominated for the position of Vice-Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

Director Cecchini accepted the nomination.

The Manager of Corporate Administration called a second time for nominations for Vice-Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

The Manager of Corporate Administration called a third and final time for nominations for Vice-Chair of the Regional District of Kootenay Boundary Board of Directors. Hearing none, she closed the nominations.

In alphabetical order, the Directors nominated for the position of Vice-Chair were each given an opportunity to address their Board colleagues.

Pursuant to Board policy, a secret ballot was held for the position of Vice-Chair.

The Manager of Corporate Administration declared that Director Worley was elected Vice-Chair of the Regional District of Kootenay Boundary Board of Directors for the year 2015.

484-14 Moved: Director Rotvold Seconded: Chair McGregor

That the ballots be destroyed.

Carried.

Chair McGregor assumed the Chair.

Chair Appointments to Standing Committees

Chair McGregor advised that the Chair appointments to the Standing Committees will be made at a later date.

Chair McGregor requested that Board members submit their names for the Committees they wish to sit on and to also state whether they wish to Chair a Committee.

Board Appointments (Other)

Municipal Finance Authority (MFA) Board Chair, Board Vice-Chair as Alternate

485-14 Moved: Director Rotvold Seconded: Director Krog

That the Regional District of Kootenay Boundary Board of Directors appoints the Board Chair to the Municipal Finance Authority. **FURTHER** that the Board Vice-Chair be appointed as the Alternate.

Carried.

Municipal Insurance Association (MIA) Board Chair, C.A.O. as Alternate

486-14 Moved: Director Grieve Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors appoints the Board Chair to the Municipal Insurance Association. **FURTHER** that the Chief Administrative Officer be appointed as the Alternate.

Carried.

Banks

R.D.K.B.

Canadian Imperial Bank of Commerce, Trail

Grand Forks Recreation

Canadian Imperial Bank of Commerce, Grand Forks

Beaver Valley Recreation, Parks and Trails

Kootenay Savings Credit Union, Fruitvale

Heritage Credit & Savings Union (Greenwood Branch)

487-14 Moved: Director Danchuk Seconded: Director Krog

That the Regional District of Kootenay Boundary Board of Directors appoints the Canadian Imperial Bank of Commerce, Trail, B.C.; the Canadian Imperial Bank of Commerce, Grand Forks, B.C.; the Kootenay Savings Credit Union, Fruitvale, B.C.; and the Heritage Credit & Savings Union, Greenwood, B.C. as the RDKB's Financial Institutions for 2015.

Carried.

Auditors

Soligo & Associates

488-14 Moved: Director Rotvold Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors appoints Soligo & Associates as the RDKB's 2015 Auditors.

Carried.

Signing Authorities

489-14 Moved: Director Rotvold Seconded: Director Danchuk

That the Regional District of Kootenay Boundary Board of Directors appoints the Chair, Vice-Chair, Finance Committee Chair, Directors Cecchini and Pahl (East End Directors at Large), Chief Administrative Officer, General Manager of Operations/Deputy Chief

Administrative Officer, Manager of Corporate Administration, General Manager of Finance and Financial Services Manager as Signing Authorities for 2015.

Carried.

New Business

There was no new business to discuss.

Other Business

2015 Board Meeting Dates (Tentative)

Board Meetings are usually held on the last Thursday of each month except when there is a scheduling conflict.

Thursday, January 29 (Grand Forks)

Thursday, February 26 (Trail)

Tuesday, March 31 (Trail) (due to conflict with Municipal Finance Authority Financial Forum & AGM)

Thursday, April 30 (in other Boundary location TBA)

Thursday, May 28 (Trail)

Thursday, June 25 (Trail)

Thursday, July 30 (Grand Forks)

Thursday, August 27 (in other Kootenay Location TBA)

Thursday, October 1 (Trail) (due to conflict with UBCM)

Thursday, October 29 (Grand Forks)

Thursday, November 26 (Trail))

Thursday, December 10 (Statutory Meeting-Trail)

490-14 Moved: Director Rotvold Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approve the proposed 2015 Board meeting dates as presented.

Carried.

Closed (In Camera) Meeting

A closed (in camera) meeting was not required.

Adjournment

That the Statutory Board meeting be adjourned at 4:50 pm.

mf

**RDKB Board of Directors
Memorandum of Resolutions**

Action Items Arising from Board Direction (Task List)

Updated on January 20, 2015

PENDING TASKS

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
231-10	May 26/10	Sidley Mtn. Fire Protection	Staff met with Okanagan Similkameen Regional District in June re. Satellite Service in Area 'E' (Sidley Mountain/Anarchist)	Ongoing
***Note: More work re. communications, management, administration & costs for satellite fire service is required				
232-10	May 26/10	Christian Valley Mosquito Control Service	Staff working with proponents	Ongoing
***Note: Staff continue to wait for proponents as to whether they wish to move forward				
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	Sale of Airport	Directors take time to consider future use of proceeds from sale of Trail Airport	IP

TASKS FROM August 28, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
N/A	Aug 28/14	Big White Community	Staff will meet with Stakeholders after November election to discuss Big White's Advisory Stakeholders Committee and possible financial support	Ongoing

TASKS FROM October 2, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
345-14	Oct 2/14	<i>Columbia Basin Trust Appointment Policy</i>	Staff to add statement under Procedure section that appointment of RDKB rep to the CBT BOD shall be for a term of office to be determined by Province from time to time	C
349-14	Oct 2/14	Kootenay Booth	Further detailed discussions with possible adjustments to cost on FCM and UBCM Kootenay Booth(s) Projects in 2015 to be held during Budget deliberations	IP

**Page 1 of 2
Board Resolutions/Action Items
Ending November 30, 2014**

367-14	Oct 2/14	Modifications to Regional Interceptor	Staff will enter into agreement with Teck for construction and installation of a Sanitary Sewer Monitoring Station	C
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TASKS FROM October 30, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
338-14	Oct 30/14	2015-2019 Five Year Financial Plan	The 2015-2019 Five Year Financial Plan be referred to the RDKB Committees for review	C

TASKS FROM November 27, 2014 BOARD MEETING

Resolution #	Date	Item/Issue	Actions Required/Taken	Status
347-14	Nov 27/14	ESC – Notice of Intent	Staff will advertise and post a Notice of Intent for the expenditure of up to \$25,000 in 2015 for the completion of a Feasibility Study – Phase 1 to support a program of restoration and afforestation in the RDKB.	
348-14	Nov 27/14	Short Term Financing	An application will be made to MFA for short term financing for projects as per minutes.	C

Staff & Board Follow-Up –In Addition to Board Resolutions

Date	Item/Issue for future meetings
Oct 2/14	Discussion of scheduling and times of Board meetings when they are held in other communities.
Nov 27/14	Discussion regarding the Public Learning Garden Currently in progress in Electoral Area 'D'/Rural Grand Forks and City of Grand Forks areas and a possible partnership.
Nov 27/14	Information and direction regarding the use of video conferencing equipment in the RDKB Trail and Grand Forks offices.
Nov 27/14	Broadband – will be included in discussion during the RDKB's strategic planning sessions.



STAFF REPORT

Date: January 22, 2015

To: Chair McGregor and
RDKB Board of Directors

From: Maureen Forster, Executive Assistant

Re: Appointments to the Columbia River Treaty Local Governments
Committee

Issue Introduction:

A staff report from Maureen Forster, Executive Assistant, dated January 21, 2015 regarding appointments to the Columbia River Treaty Local Governments Committee (CRTLGC).

Background Factors:

In 2011 the Columbia Basin Trust and Local Governments in the Columbia Basin region agreed to form the CRTLGC to facilitate collaboration as the future of the Treaty is discussed.

Since 2011 the Regional District's appointees have been Directors Linda Worley and Marguerite Rotvold.

The appointment, which is made by the RDKB Board of Directors, is up for renewal. Regional District policy dictates that the appointment is open to any Local Government elected official in the Lower Columbia (East End).

The RDKB has received three expressions of interest, as attached, for the position:

1. Director Linda Worley
2. Director Joe Danchuk
3. Thomas Milne, Councillor, Village of Warfield

The Terms of Reference of the CRTLGC have also been attached for informational purposes.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental):

The Regional District of Kootenay Boundary will be fully represented on the CRTLGC. Financial implications would include nominal costs associated with participating on this Committee i.e. meeting allowances, mileage, etc.

Advancement of Strategic Goals:

By ensuring that the RDKB has full representation on the CRTLGC, its strategic priority of improving and enhancing communication by continuing to advocate on issues that affect our region and continuing to focus on partnerships that advance the interests of the Region will be met.

Recommendations:

That the staff report from Maureen Forster, Executive Assistant, dated January 22, 2015 regarding appointments to the Columbia River Treaty Local Governments Committee be received.

That the RDKB Board of Directors approves the appointment of 2 representatives to the Columbia River Treaty Local Governments Committee.

AND FURTHER that the Columbia River Treaty Local Governments Committee be advised accordingly.

John MacLean

From: Linda Worley [linda_worley28@hotmail.com]
Sent: December-09-14 1:54 PM
To: John MacLean
Cc: Grace McGregor
Subject: Position on Columbia River Treaty Committee

CAO Maclean

This letter is to express my continued interest in being a Board Appointed member to the Columbia River Treaty Local Government Committee.

As an Elected Official, i represent two larger Communities who reside along the banks of the Columbia River. In this capacity, I take on the responsibility of being knowledgeable about the River, its past, and its effects to those residents for the future. I feel that it is important for a selected member to the position be a Basin Resident, in order to represent the people of the whole Basin.

For the past 4 and an half years i have been a member of the Columbia River Treaty, as an appointed position and have been involved from the near beginning to this point in implementation of the recommendations for the Treaty, that have gone forward to the Province on behalf of the citizens of the Basin. I have gained considerable knowledge of the entire Basin and in attending three rounds over three years of CRT Community Information meetings throughout the entire Basin. I have developed a rapport and connection with our Provincial Team and have been to the International meetings in Washington State and Montana to meet with Representatives there and make connections with the Local Governments Committee representing those states affected by the Treaty.

I feel that the continuity of my continuing on as a RDKB Board Appointed member to the CRTLG is important to both the Canadian Basin Residents and toward the future of the work that we hope to continue doing on behalf of Canada with the U.S. Basin and Leaders, as well as our Provincial Team that represents us in the Basin. I feel that i have filled the position responsibly and provided ongoing updates to the RDKB Board of Directors, directly following any workshops, Public meetings, Strategic Planning session, teleconference, or related information regarding the Columbia River and CRTLG committee.

Therefore i respectfully submit my name to be put forward for the position of RDKB Board Appointed member to the Columbia River Treaty Local Governments Committee

Regards
 Linda.

Sent from my iPad

Regional District of Kootenay
 Director - Lower Columbia/Old Glory
 Linda Worley
 Phone: 250-231-1300

January 5, 2015

Regional District of Kootenay Boundary
John M. MacLean, CAO
202 – 843 Rossland Avenue,
Trail, B.C. V1R 4S8

Dear John,

Please consider this letter as my expression of interest in becoming a member of the Columbia River Treaty Local Governments Committee. It would be an honor to represent all residents of the Columbia Basin in meaningful discussions and decisions regarding the future of the Columbia River Treaty (CRT).

Over the past three years I have been an active team member of the Columbia River Treaty Committee of the Lower Columbia Community Development Team (LCCDT). I have a strong base of knowledge and understanding of the importance and ongoing significance of the Columbia River Treaty. The current benefits of the treaty are significant to our local area and economy, particularly the funding grants that are distributed by the Columbia Basin Trust (CBT).

Some of the highlights of our committee work to date include:

- Discussions with the federal government regarding the navigational aids on the Columbia River,
- Working with Selkirk College students on the possible return of salmon to the river and,
- Preliminary discussions regarding the possibility of establishing a Port of Call at the City of Trail.

Additionally, I have participated in a number of forums on the CRT both locally in Castlegar and in Spokane, Washington.

I have been building partnerships, again over the past 3 years, with representatives from the local community and Columbia Basin Trust through my involvement in the Community Impact Management Committee (CIMC) for the Waneta Expansion Project.

I feel that my active participation on the LCCDT committee and the CIMC have contributed to my knowledge and collaborative relationships with all interested parties throughout the Columbia Basin. Thank you for your consideration in this matter.

Regards,

Joe Danchuk

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

JAN - 8 2015

DOC #

REF. TO: *M.F.*CC: *Jmm*661 Forrest Drive
Trail, B.C. V1R 2H5
Jan. 8, 2015Regional District of Kootenay Boundary
John M. McLean, CAO
202- 843 Rossland Ave.,
Trail, B.C. V1R 4S8

Re: Columbia River Treaty Local Governments Committee

Dear John;

I would like to submit my name as a candidate for the position On the CRTLC.

I have a keen interest in this Treaty as I am one of the people, that had property on the Arrow Lakes and was bought out by B.C. Hydro.

This was our families main recreation in the summer,

I have followed all the events that have taken place since the Dams have been built.

I can still see that there is a long way to go to get this lake and the others created by the dams to be a great source of recreation again.

As we near the renewal of this agreement, we need to have the small things that were overlooked visited and try to improve what is available for the public once again.

I would like to see more benefits replaced that have been lost to all the residents of the Treaty area.

Thank you for your time

Yours truly,

Thomas (Tom) Milne
Councillor, Village of Warfield.

**Columbia River Treaty Local Governments Committee
Terms of Reference
August 2011**

Background

Whereas:

1. The Columbia River Treaty (CRT) ratified by Canada and the USA in 1964 provided benefits for Pacific Northwest region as a whole but has specific regional and local impacts to the area known as the Canadian Columbia Basin (the Region).
2. Consideration is currently being given by US and Canadian Entities based on an opportunity to renew, amend or terminate the CRT and some of its sub-agreements.
3. Local governments within the Region (Local Governments) have expressed a desire to actively and meaningfully engage in decisions around the future of the CRT on behalf of the residents of the Region (Basin Residents).

Therefore:

Local Governments have agreed to work together in creating the **Columbia River Treaty Committee** (CRT Committee) to assist Local Governments and Region residents to engage in decisions around the future of the CRT and work collaboratively with Columbia Basin Trust (CBT) on this issue.

1. Role:

The CRT Committee will provide a coordinated venue to:

- Ensure Local Governments of the region are actively engaged in CRT related issues.
- Create opportunities for dialogue and consultation with Canadian Provincial and Federal agencies around CRT related issues
- Work with CBT to create education and awareness activities in the Region to increase Local Government and Basin Residents understanding around CRT related issues.
- Work to help Canadian Provincial and Federal agencies to understand regional views, values and interests with respect to the CRT.
- Create mechanisms that consider Basin Residents' views in any discussions related to the future of the CRT and where appropriate, advocate for specific interests of the region.

CBT will provide support and expert advice to the Committee as required and agreed to between CBT and the Committee.

2. Responsibility:

- a) The CRT Committee will be responsible for developing a workplan that identifies specific actions to address the items identified in section 1 above.

- b) Members of the CRT Committee will be responsible for reporting back to the Local Government that appointed them to the Committee.
- c) Participation by Local Government representatives on the Committee does not preclude any Local Government from taking independent action with respect to any CRT matter.

3. Authority:

The CRT Committee's authority is limited to the roles identified in section 1 above and the tasks and projects outlined in the CRT Committee workplan that is to be developed.

The CRT Committee, and members of the Committee, will not represent the interests of the individual Local Governments unless explicit authority is provided by these entities.

4. Membership:

Initial CRTC membership (Members) will consist of 10 Members appointed as follows:

- 2 by Regional District of Central Kootenay
- 2 by Regional District of East Kootenays
- 2 by Regional District of Kootenay Boundary
- 2 by Columbia Shuswap Regional District
- 1 by the Village of Valemount
- 1 by the Association of Kootenay Boundary Local Government

Membership may be expanded to include other Local Governments, including First Nations, as and when determined by the Committee.

The Committee will select its own Chair and Vice Chair.

Members do not necessarily have to be elected officials.

5. Appointment and Removal Process

Appointments to the CRTC will be for a term of 3 years and may be renewed by the respective Local Governments.

Members may be removed or replaced at the discretion of each Local Government.

The CRT Committee may request to the respective Local Government that individual Members be replaced.

6. Membership Commitment:

Members will be expected to

- a) Attend a minimum of 4 annual meetings in person (generally held in the Region).
- b) Attend teleconferences and other meetings as required and schedule permits.
- c) To the best of their abilities assist in carrying out the roles and responsibilities of the CRT Committee as identified in Sections 1 & 2 above.

7. Financial Remuneration:

Members will be reimbursed for all travel, accommodation, meal and phone/fax expenses incurred while carrying out the work of the CRT Committee by and in accordance with the policies of the Local Government that appoints the member.

Appendix I

CONFLICT OF INTEREST AND CONFIDENTIALITY POLICY

1. Definition

- 1.1 A conflict of interest is defined as an actual or perceived interest by a Committee member in an action that results in or has the appearance of resulting in, personal, organizational or professional gain. More generally, conflict of interest can be defined as any situation in which an individual is in a position to exploit a professional or official capacity to advance:
- their personal interests; or
 - the interests of a related person; or
 - the interests of their business associate, corporation, union or partnership; or
 - the interests of a person to whom the individual owes an obligation.

- 1.2 The definition of conflict of interest includes any bias or the appearance of bias in a decision-making process that would reflect a dual role played by a Committee member(s).

2. Principles

- 2.1 Committee members shall avoid conflict of interest or the appearance of conflict of interest, either directly or indirectly. Their personal interests must not be in conflict with the interests of the steering committee. For example, Committee members must be alert to such situations as:
- (a) participating in decisions which will substantially influence the probability of obtaining a contract as an administrative agent or a project of interest' being funded through the Committee.
 - (b) disclosing Committee information for personal gain; and/or
 - (c) advocating personal or organizational interests rather than the broad geographic interests of all of the Basin.
- 2.2 In addition, Committee members should recognize that their membership on the committee provides them with information, which could be used or seen to be used to the advantage of their own organizations or those they have contact with. The Committee members must respect the confidentiality of any information which could be used or seen to be used for the advantage of some individuals or organizations until that information is made public.

3. Steering Committee Member Conduct Regarding Conflict of Interest

3.1 Disclosure:

A Committee member shall declare a possible conflict of interest or the appearance of a conflict of interest as soon as practicable. Committee members are required to maintain a sense of fairness, civility, ethics and personal integrity while making decisions as a Committee member.

3.2 Absent themselves from the discussion:

Following a declaration of a possible conflict of interest by a Committee member, the Committee shall consider the information regarding the conflict and determine if the member in potential conflict should leave the meeting for the duration of the discussion and any related decision-making.

Further, after having declared a conflict of interest and left the discussion, no further information pertaining to that item shall be distributed to the Committee member.

3.3 Failure to Comply:

In the event that a Committee member knowingly fails to declare a conflict of interest, they will be subject to dismissal from the Committee immediately. In addition, the Committee will consider termination of any administrative contract or project of interest awarded or considered with the participation of the Committee member in conflict.

4. Members Conduct Regarding Confidentiality

4.1 Committee members should also avoid the perception that their access to privileged Committee information might give the organizations of which they are part an unfair advantage over others.

4.2 Members can avoid this perception of unfair advantage by:

- Ensuring that the information Committee members are privy to by being part of the Committee is kept strictly confidential until such time as it is released to the public.

.....

Parkview Manor

November 7, 2014

Regional District of Kootenay Boundary
202 – 843 Rossland Avenue
Trail, B.C.
V1R 4S8

PO Box 450
Midway, B.C.
V0H 1M0
250-449-2842

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	NOV 12 2014
DOC #
REF. TO	M.F.
CC:	BOD

To Whom It May Concern,

On behalf of the West Boundary Senior's Housing Society, I would like to thank the District for the donation of three hundred dollars (\$300.00) to be put towards Christmas celebrations at Parkview Manor.

We have twenty-three residents at the Manor with an average age of 84. Our oldest resident is 96 and we have seven others who are in their nineties! All of the residents look forward to the holidays and enjoy the extra activities and goodies that accompany Christmas. Your gift will help make their Christmas even more enjoyable.

As a non-profit organization we greatly appreciate this donation. It allows us to provide extra treats that our budget cannot accommodate. Thank you very much.

Sincerely yours,

Cheryl Thompson
Administrator
Parkview Manor

.....



Administration provided
By UBCM

Funding provided by:
Government of Canada

Canada

In partnership with:
The Province of BC



Gas Tax Program
Services

Local Government House
525 Government St.
Victoria BC V8V 0A8

Phone: 250-356-5134
Fax: 250-387-5119

Website:

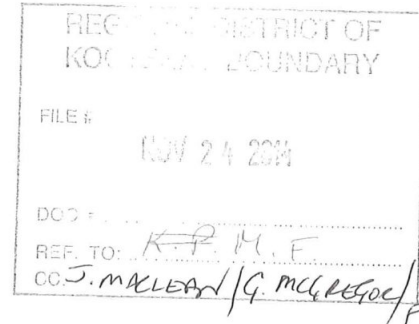
www.ubcm.ca
under Funding Programs,
Renewed Gas Tax
Agreement

Gas Tax Program Services

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

November 20, 2014

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



Dear Chair & Board:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2014/15. An electronic transfer of \$225,120.56 is expected to occur on **Tuesday, November 25th 2014**. These payments are made in accordance with the contribution provisions set out in your CWF Agreement with UBCM (see Section 4 of your Agreement).

CWF are made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Gas Tax Fund in British Columbia (Gas Tax Agreement). Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

UBCM is also making an additional payment towards CWF funding from interest accumulated over the term of the first Gas Tax Agreement. This will be delivered twice annually for two years, and coincide with your CWF payment for 2014/15 and 2015/16.

2014/15 July CWF payment: \$221,620.44
2014/15 July interest payment: \$3,500.12
Total EFT transfer: \$225,120.56

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the renewed Gas Tax Agreement can be found on our web site at www.ubcm.ca.

For further information, please contact Brant Felker, Gas Tax Policy and Program Manager, by e-mail at bfelker@ubcm.ca or by phone at 250-356-0893.

Sincerely

Sav Dhaliwal
UBCM President

CC: Grant Roeland

Regional District of Kootenay Boundary-CWF-2014/15-PaymentRelease-2

Minister of the Environment



Ministre de l'Environnement

Ottawa, Canada K1A 0H3

NOV 26 2014

Ms. Donna Dean
Regional District of Kootenay Boundary
1755 Springfield Road, Suite 220
Kelowna BC V1Y 5V5

**REGIONAL DISTRICT OF
KOOTENAY BOUNDARY**

FILE #

DEC -9, 2014

DOC #

REF. TO:

CC:

Dear Ms. Dean:

I am pleased to congratulate you on the approval of funding for your organization's project "Habitat Enhancement and Restoration Program for Speckled Dace in the Kettle River, British Columbia." This funding has been approved for a total value of up to \$30,000, payable up until March 31, 2015.

Our government is committed to working with Canadians to conserve and restore Canada's rich natural heritage. The National Conservation Plan, launched on May 15, 2014, provides a national vision to advance conservation efforts across the country. Under the Plan, additional investments of \$252 million over five years will be made in three priority areas: conserving Canada's lands and waters, restoring Canada's ecosystems, and connecting Canadians to nature.

Please note that this offer of funding is conditional on the successful negotiation of the project details and the signature of a contribution agreement by your organization and Environment Canada. My officials will contact you to advise on the next steps and to work out the agreement details.

Specific administrative information associated with this contribution is enclosed.

I wish you every success in carrying out this important initiative for a healthy environment.

Sincerely,

The Honourable Leona Aglukkaq, P.C., M.P.
Minister of the Environment

Enclosure



**ADMINISTRATIVE INFORMATION RELATED TO AN APPROVED
CONTRIBUTION**

It is important to note that no payments will be made by Environment Canada (EC) prior to the signature of the agreement by both parties. Furthermore, payments may be made only if your organization meets all of the terms and conditions set out in the agreement.

Expenditures made by your organization for the project after the date of this letter and before an agreement is signed may be considered for reimbursement by EC. However, only those expenditures described in an agreement will be considered for reimbursement by EC.



Administration provided
by UBCM

Funding provided by
Province of B.C.



For program
information, visit the
Funding Programs
section at:

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947
Fax: (250) 356-5119

Local Government Program Services

...programs to address provincial-local government shared priorities

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #
COPY DEC - 5 2014

December 2, 2014

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

DOC #

REF. TO: J.H.

CC: Board, Finance

Director McAreagon

Re: 2015 Age-friendly Community Planning & Projects Grant Approval and Terms & Conditions

Dear Chair and Board,

Thank you for submitting an application for the 2015 Age-friendly Community Planning & Projects grant program funded through the Seniors' Housing & Support Initiative.

I am pleased to inform you that the Evaluation Committee has approved funding for your project, *Charting a course for an Age-friendly Christina Lake*, in the amount of \$20,000.00.

A cheque in the amount of \$14,000.00 will follow shortly under separate cover. This amount represents 70 percent of the total approved grant. The remaining 30 percent will be available after a satisfactory final report and financial summary has been submitted to UBCM.

The Ministry of Health has provided funding for this program. Ministry staff is preparing a news release to be issued by mid-December. We ask that you do not publicly disclose this grant award until their announcement has been made.

The general Terms & Conditions for this grant are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in the budget that was approved as part of your application;
- (2) All project activities must be completed within 12 months and no later than December 31, 2015;
- (3) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than January 30, 2016.
- (4) Any unused funds must be returned to UBCM within 30 days following the project end date.

We would like to encourage all grant recipients to utilize the age-friendly guides as part of their projects. *Becoming an Age-friendly Community: Local Government Guide*, the *Global Age-Friendly Cities Guide* and *Age-Friendly Rural and Remote Guide* are on the UBCM website and at www.SeniorsBC.ca/agefriendly.

Please note that descriptive information regarding successful applicants under the 2015 Age-friendly Community Planning & Projects grant program will be posted on UBCM's website and all final report materials will be made available to the Ministry of Health.

On behalf of the Evaluation Committee, I would like to congratulate you for responding to this opportunity to support age-friendly communities and to increase the opportunities for seniors to age in place.

If you have any questions, please feel free to contact Local Government Program Services at (250) 356-2947 or by email at lgps@ubcm.ca.

Sincerely,



Peter Ronald
Programs Officer

cc: John MacLean, Chief Administrative Officer, RD of Kootenay Boundary

Enclosure



December 12, 2014

Geoffrey Furniss
112 Niven Drive
Yellowknife, NT X1A 3W8

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	DEC 17 2014
DOC #
REF. TO:
CC:

Agricultural Land Commission
133-4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

ALC File #53663

Re: Changes to the Agricultural Land Commission Act

This letter is to advise of recent amendments to the *Agricultural Land Commission Act* (the "Act"). Among other things, the Act now divides the Agricultural Land Reserve (the "ALR") into two zones:

- Zone 1: Consists of the ALR land in the Island, Okanagan and South Coast panel regions as defined in the Act.
- Zone 2: Consists of the ALR land in "all the geographic areas of British Columbia not in Zone 1" (Interior, Kootenay and North panel regions as now defined in the Act).

Your application involves land situated in Zone 2.

All applications must be considered pursuant to the purposes of the Agricultural Land Commission (the "Commission"), which are set out in s. 6 of the Act:

- 6 *The following are the purposes of the commission:*
- (a) *to preserve agricultural land;*
 - (b) *to encourage farming on agricultural land in collaboration with other communities of interest;*
 - (c) *to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.*

However, the Act has new statutory provisions that must be considered by the Commission when it considers applications in Zone 2. More specifically, s. 4.3 of the Act provides:

- 4.3 *When exercising a power under this Act in relation to land located in Zone 2, the commission must consider all of the following, in descending order of priority:*
- (a) *the purposes of the commission set out in section 6;*
 - (b) *economic, cultural and social values;*
 - (c) *regional and community planning objectives;*
 - (d) *other prescribed considerations.*

Since s. 4.3 of the Act did not exist when you prepared your application, the Commission considers it prudent to give you the opportunity to provide any written arguments you may wish to make regarding s. 4.3 of the Act. Please note that there are no "other prescribed considerations" as stated in s. 4.3(d) of the Act.

Page 2 of 2

The Commission will defer its consideration of your application pending receipt of either:

1. Written arguments regarding s. 4.3 of the *Act* which you believe may be applicable to your proposal; or
2. Written notification that no additional information will be submitted regarding the proposal.

Please submit your response directly to the Commission, with reference to the ALC file number noted above, to the attention of Lindsay McCoubrey (lindsay.mccoubrey@gov.bc.ca).

Thank you in advance for your cooperation.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:



Colin J. Fry, Chief Tribunal Officer

cc: Regional District of Kootenay Boundary E-2454-06580.000



December 12, 2014

Tony Demelo
15210 – 97 Street N
Osoyoos, BC V0H 1V2

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

DEC 17 2014

DOC #

REF. TO:

CC:

Agricultural Land Commission

133–4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

ALC File #53861

Re: Changes to the Agricultural Land Commission Act

This letter is to advise of recent amendments to the *Agricultural Land Commission Act* (the "Act"). Among other things, the Act now divides the Agricultural Land Reserve (the "ALR") into two zones:

- Zone 1: Consists of the ALR land in the Island, Okanagan and South Coast panel regions as defined in the Act.
- Zone 2: Consists of the ALR land in "all the geographic areas of British Columbia not in Zone 1" (Interior, Kootenay and North panel regions as now defined in the Act).

Your application involves land situated in Zone 2.

All applications must be considered pursuant to the purposes of the Agricultural Land Commission (the "Commission"), which are set out in s. 6 of the Act:

- 6 *The following are the purposes of the commission:*
 - (a) *to preserve agricultural land;*
 - (b) *to encourage farming on agricultural land in collaboration with other communities of interest;*
 - (c) *to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.*

However, the Act has new statutory provisions that must be considered by the Commission when it considers applications in Zone 2. More specifically, s. 4.3 of the Act provides:

- 4.3 *When exercising a power under this Act in relation to land located in Zone 2, the commission must consider all of the following, in descending order of priority:*
 - (a) *the purposes of the commission set out in section 6;*
 - (b) *economic, cultural and social values;*
 - (c) *regional and community planning objectives;*
 - (d) *other prescribed considerations.*

Since s. 4.3 of the Act did not exist when you prepared your application, the Commission considers it prudent to give you the opportunity to provide any written arguments you may wish to make regarding s. 4.3 of the Act. Please note that there are no "other prescribed considerations" as stated in s. 4.3(d) of the Act.

Page 2 of 2

The Commission will defer its consideration of your application pending receipt of either:

1. Written arguments regarding s. 4.3 of the *Act* which you believe may be applicable to your proposal; or
2. Written notification that no additional information will be submitted regarding the proposal.

Please submit your response directly to the Commission, with reference to the ALC file number noted above, to the attention of Lindsay McCoubrey (lindsay.mccoubrey@gov.bc.ca).

Thank you in advance for your cooperation.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:



Colin J. Fry, Chief Tribunal Officer

cc: Regional District of Kootenay Boundary



Agricultural Land Commission
 133-4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

December 12, 2014

Frank Van Oyen
 Box 114
 Westbridge, BC V0H 1B0

FILE #

DEC 17 2014

REF. TO:

Re: Changes to the Agricultural Land Commission Act

ALC File #53824

This letter is to advise of recent amendments to the *Agricultural Land Commission Act* (the "Act"). Among other things, the Act now divides the Agricultural Land Reserve (the "ALR") into two zones:

- Zone 1: Consists of the ALR land in the Island, Okanagan and South Coast panel regions as defined in the Act.
- Zone 2: Consists of the ALR land in "all the geographic areas of British Columbia not in Zone 1" (Interior, Kootenay and North panel regions as now defined in the Act).

Your application involves land situated in Zone 2.

All applications must be considered pursuant to the purposes of the Agricultural Land Commission (the "Commission"), which are set out in s. 6 of the Act:

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- (a) *to preserve agricultural land;*
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However, the Act has new statutory provisions that must be considered by the Commission when it considers applications in Zone 2. More specifically, s. 4.3 of the Act provides:

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Page 2 of 2

The Commission will defer its consideration of your application pending receipt of either:

1. Written arguments regarding s. 4.3 of the *Act* which you believe may be applicable to your proposal; or
2. Written notification that no additional information will be submitted regarding the proposal.

Please submit your response directly to the Commission, with reference to the ALC file number noted above, to the attention of Lindsay McCoubrey (lindsay.mccoubrey@gov.bc.ca).

Thank you in advance for your cooperation.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:

A handwritten signature in black ink, appearing to read 'C. Fry', with a stylized flourish at the end.

Colin J. Fry, Chief Tribunal Officer

cc: Regional District of Kootenay Boundary



RECEIVED

RECEIVED

D

DEC 15 2014

DEC 15 2014

Agricultural Land Commission
 133-4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

December 8, 2014

ALC File #53892

Bron and Sons Nursery
 Box 2643
 3315 Carson Road
 Grand Forks, BC V0H 1H0

Regional District of
 East Kootenay Regional District of
 East Kootenay

Re: Changes to the Agricultural Land Commission Act

This letter is to advise of recent amendments to the *Agricultural Land Commission Act* (the "Act"). Among other things, the Act now divides the Agricultural Land Reserve (the "ALR") into two zones:

- Zone 1: Consists of the ALR land in the Island, Okanagan and South Coast panel regions as defined in the Act.
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Your application involves land situated in Zone 2.

All applications must be considered pursuant to the purposes of the Agricultural Land Commission (the "Commission"), which are set out in s. 6 of the Act:

- 6 The following are the purposes of the commission:
- (a) to preserve agricultural land;
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However, the Act has new statutory provisions that must be considered by the Commission when it considers applications in Zone 2. More specifically, s. 4.3 of the Act provides:

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- (a) the purposes of the commission set out in section 6;
 - (b) economic, cultural and social values;
 - (c) regional and community planning objectives;
 - (d) other prescribed considerations.

Since s. 4.3 of the Act did not exist when you prepared your application, the Commission considers it prudent to give you the opportunity to provide any written arguments you may wish to make regarding s. 4.3 of the Act. Please note that there are no "other prescribed considerations" as stated in s. 4.3(d) of the Act.

Page 2 of 2

The Commission will defer its consideration of your application pending receipt of either:

1. Written arguments regarding s. 4.3 of the *Act* which you believe may be applicable to your proposal; or
2. Written notification that no additional information will be submitted regarding the proposal.

Please submit your response directly to the Commission, with reference to the ALC file number noted above, to the attention of Lindsay McCoubrey (lindsay.mccoubrey@gov.bc.ca).

Thank you in advance for your cooperation.

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:



Colin J. Fry, Chief Tribunal Officer

cc: Regional District of East Kootenay D-362-2691.000



Agricultural Land Commission
 133-4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000
 Fax: 604 660-7033
 www.alc.gov.bc.ca

December 5, 2014

Bell Family Trust
 Box 1713
 Greenwood, BC V0H 1J0

Dear Mr. Bell:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	JAN 12 2015
DOC #	
REF. TO:	
CC:	

ALC File: #53860

Re: Application to Include Land into the Agricultural Land Reserve (ALR)

Please find attached the Minutes of Resolution # 352/2014 as it relates to the above noted application. As agent, it is your responsibility to notify your client(s) accordingly. The Commission has also attached a Sketch Plan depicting the decision.

The inclusion condition within ALC File #52700, Resolution #314/2012 is now considered complete. Please proceed with the remaining requirements of the approved subdivision.

Further correspondence with respect to this application is to be directed to Lindsay McCoubrey (lindsay.mccoubrey@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:

Colin J. Fry, Chief Tribunal Officer

Enclosures: Minutes of Resolution #352/2014
 Sketch Plan

cc: Regional District of Kootenay Boundary (File: E-Twp70-08016.105)

53860d1



PROVINCIAL AGRICULTURAL LAND COMMISSION

Minutes of a meeting held by the Provincial Agricultural Land Commission (the "Commission") on December 5, 2014 at the offices of the Commission located at #133 – 4940 Canada Way, Burnaby, BC.

FOR CONSIDERATION

Application: 53860
 Applicant: 0918680 BC Ltd
 Agent: Bell Family Trust
 Proposal: (Submitted pursuant to section 17(3) of the *Agricultural Land Commission Act*)
 To include 1.0 ha into the ALR.
 Legal: PID: 027-311-406
 Lot 1, Sections 29 and 32, Township 70, Similkameen Division Yale District, Plan KAP85369
 Location: Highway 3, South of Greenwood
 Background: ALC Resolution # 314/2012 approved subdivision of the subject property subject to an inclusion application for 1.0 ha.
 Attachment: Minutes of Resolution #314/2012

DELEGATION OF DECISION-MAKING TO THE CHIEF EXECUTIVE OFFICER (CEO)

On June 27, 2011 the Commission delegated decision-making to the CEO by Resolution #016N-2011 (File: 140-60/ALC/CEO/APPL). In accordance with section 27 of the *Agricultural Land Commission Act* the Commission has specified that the following applications may be decided by the CEO.

Criterion 1

Exclusion, subdivision, non-farm use and inclusion applications that fulfill a requirement of the Commission contained in a previous decision made by resolution;

DECISION:

After reviewing the entire file material, I, Brian Underhill, Deputy Chief Executive Officer of the Commission, am satisfied that the proposal is consistent with Criterion # 1 of Resolution #016N/2011 and approve the application on behalf of the Commission.

This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

RESOLUTION #352/2014

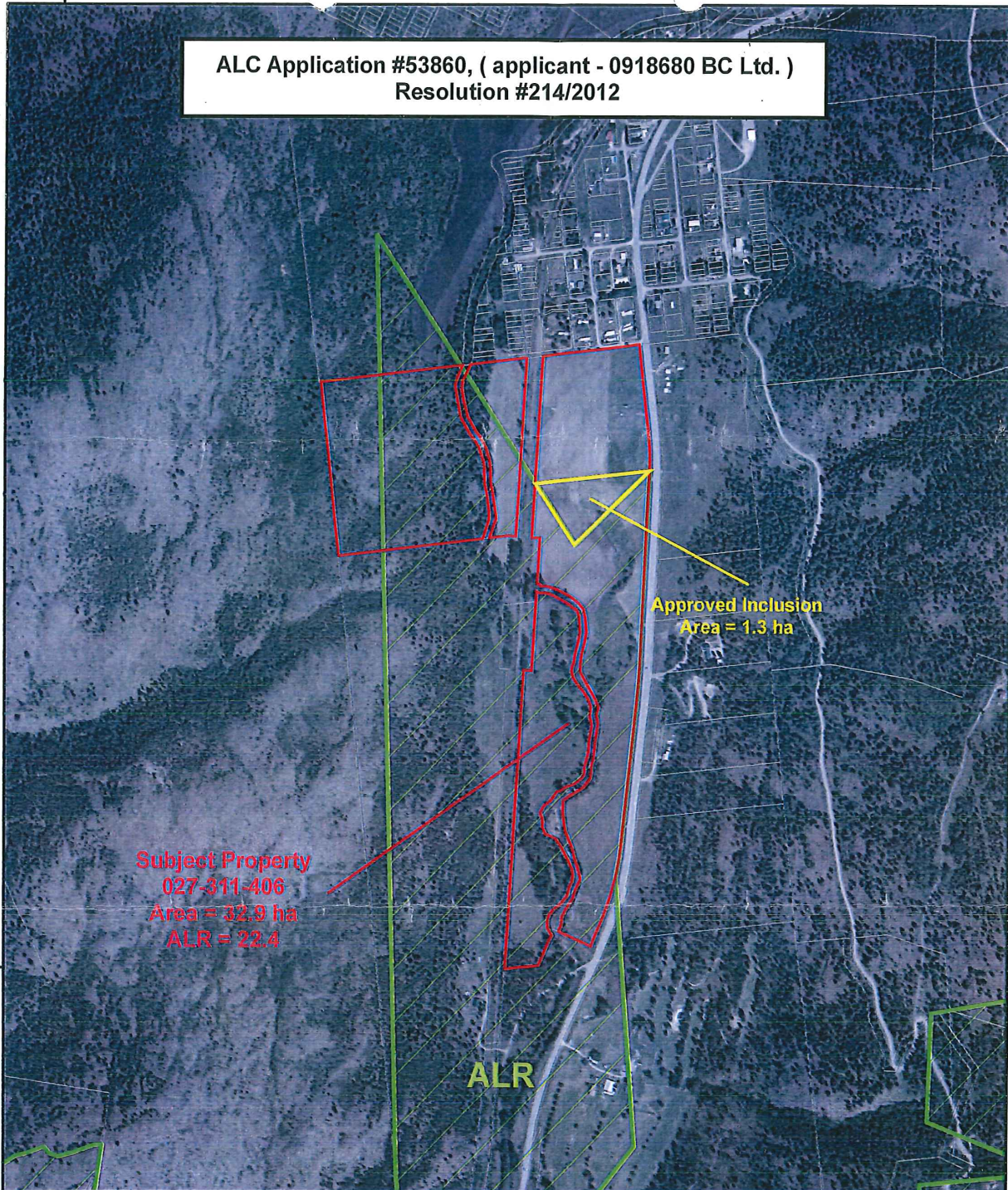
I CERTIFY THAT THIS IS A TRUE RECORD OF THE DECISION

Brian Underhill, Deputy Chief Executive Officer

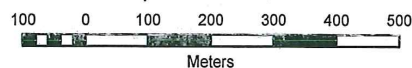
118°42'0"W

ALC Application #53860, (applicant - 0918680 BC Ltd.)
Resolution #214/2012

49°40'N



Orthophoto Map
2005 Natural Colour --Ortho
Map Scale: 1:10,000



ALC File #: 53860

Mapsheet #: 88E.007

Map Produced: Jan 6, 2015

Regional District: Kootenay-Boundary



December 5, 2014

Rogers Communications Inc.
c/o Cypress Land Services
Suite 120, 736 Granville Street
Vancouver, BC V6Z 1G3

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	DEC 11 2014
DOC #	
REF. TO:	
CC:	

Agricultural Land Commission
33-4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

ALC File: #53859

Dear Ms. Verigan:

Re: Application to Conduct a Non-Farm Use on Land within the Agricultural Land Reserve (ALR)

Please find attached the Minutes of Resolution # 351/2014 as it relates to the above noted application. As agent, it is your responsibility to notify your client(s) accordingly. The Commission has also attached a Sketch Plan depicting the decision.

Other approvals may be necessary. Prior to proceeding, the Commission suggests you contact your Local Government.

Further correspondence with respect to this application is to be directed to Lindsay McCoubrey (lindsay.mccoubrey@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:

Colin J. Fry, Chief Tribunal Officer

Enclosures: Minutes of Resolution #351/2014
Sketch Plan

cc: Regional District of Kootenay Boundary (File: E-2350-05127.000)

53859d1



PROVINCIAL AGRICULTURAL LAND COMMISSION

Minutes of a meeting held by the Provincial Agricultural Land Commission (the "Commission") on December 5, 2014 at the offices of the Commission located at #133 – 4940 Canada Way, Burnaby, BC.

FOR CONSIDERATION

Application: 53859
 Applicant: James & Maureen Haynes
 Agent: Cypress Land Services -Tawny Verigin (for Rogers Communication Inc)
 Proposal: (Submitted pursuant to section 20(3) of the *Agricultural Land Commission Act*)
 To establish a 20m x 20m Right of Way for a 34.7 m self-support tower on the subject property for Rogers Communication Inc.
 Legal: PID: 014-986-281
 That Part of District Lot 1221S Shown on Plan Attached to D.D. 17084, Similkameen Division Yale District Except Plan KAP59093
 Location: 4055 Haynes Road, Rock Creek
 Background: Proposed location is adjacent to an existing CBC tower which is used by Telus. An RCMP tower is also nearby. The existing lease with CBC includes the proposed access road.

DELEGATION OF DECISION-MAKING TO THE CHIEF EXECUTIVE OFFICER (CEO)

On June 27, 2011 the Commission delegated decision-making to the CEO by Resolution #016N-2011 (File: 140-60/ALC/CEO/APPL). In accordance with section 27 of the *Agricultural Land Commission Act* the Commission has specified that the following applications may be decided by the CEO.

Criterion 3

Non-farm use applications made necessary by minor deviations from the permitted uses identified in sections 2 and 3 of BC Regulation #171/2002 (ALR Use, Subdivision and Procedure Regulation).

DECISION:

After reviewing the entire file material, I, Brian Underhill, Deputy Chief Executive Officer of the Commission, am satisfied that the proposal is consistent with Criterion # 3 of Resolution #016N/2011 and approve the application on behalf of the Commission.

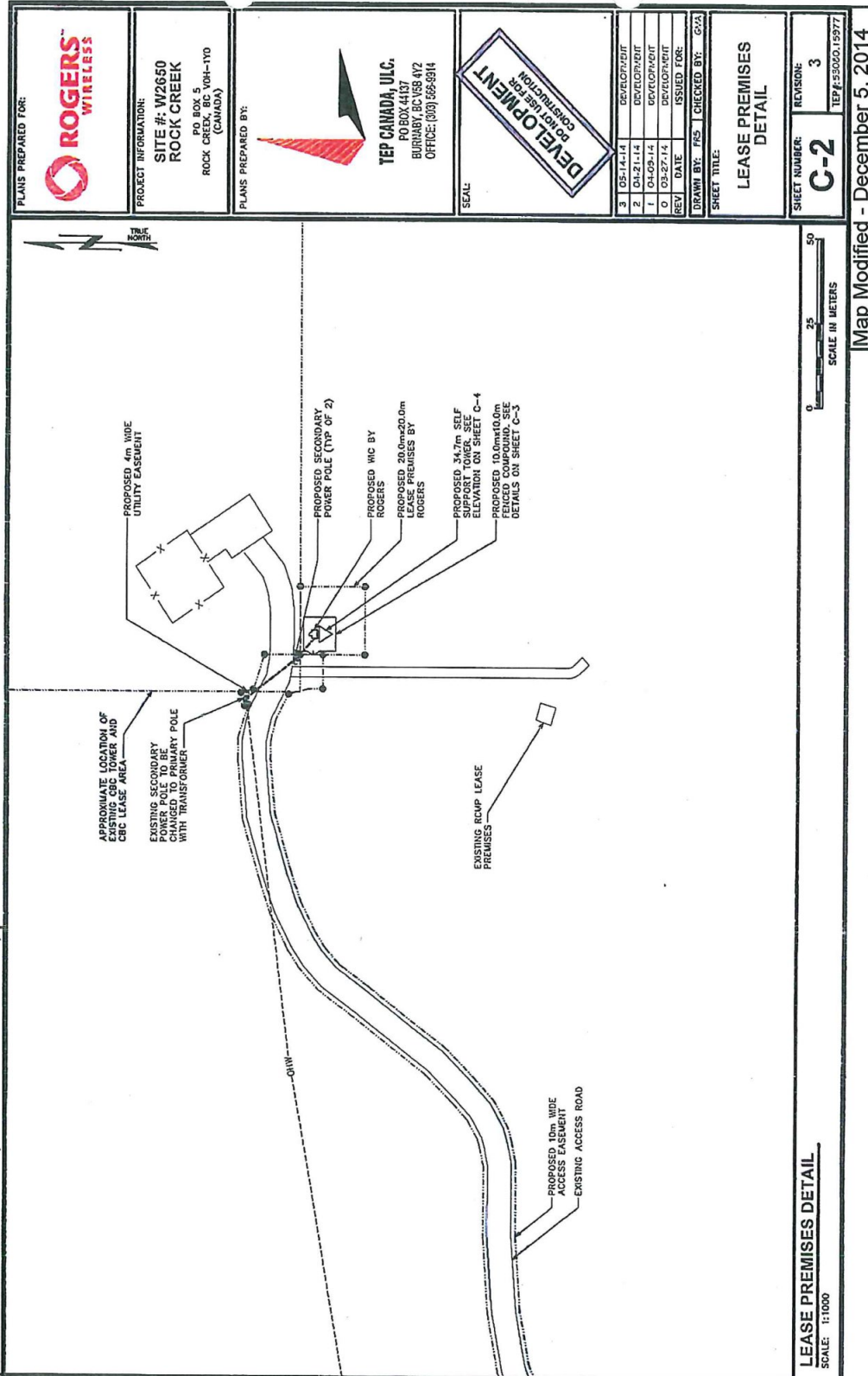
This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

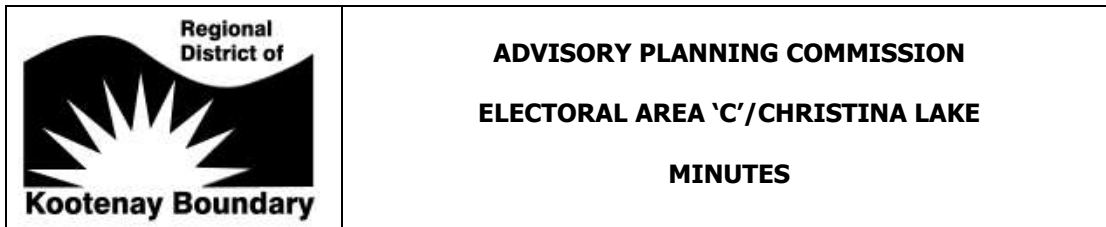
RESOLUTION #351/2014

I CERTIFY THAT THIS IS A TRUE RECORD OF THE DECISION

Brian Underhill, Deputy Chief Executive Officer

ALC Application #53859
Resolution #351/2014 - Approved
Communication Tower (20m x 20m lease area)





Minutes of the Area 'C' Advisory Planning Commission meeting held on Tuesday, **January 6, 2015** at the Christina Lake Fire Hall, Swanson Road, commencing at 7:00 p.m.

PRESENT: Dave Durand, Jennifer Horahan, Jeff Olsen, Peter Darbyshire, Grace McGregor, Terry Mooney

ABSENT: Don Nelson, Dave Bartlett, Butch Bisaro

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

MINUTES OF THE PREVIOUS MEETING: November 4, 2014 – Many concerns. We will talk about it.

OLD BUSINESS: None

NEW BUSINESS:

Darren Johnston and Paul Armstrong

RE: Development Permit

3375 White Road, Electoral Area 'C'/Christina Lake
 Lot 8, DL 2104, SDYD, Plan KAP2992, Except Pcl A (DD 133607F) on Plan B6285
 RDKB File: C-2104-05057.000

- This is for information only. It is a development permit.

Robert and Sharon Mallach

RE: Crown Referral – Residential Use Application

2629 Highway 3, Electoral Area 'C'/Christina Lake
 Lot 1, DL 3013s, SDYD, Plan KAP11602
 RDKB File: C-3013Ss-09099.100

- For information only.

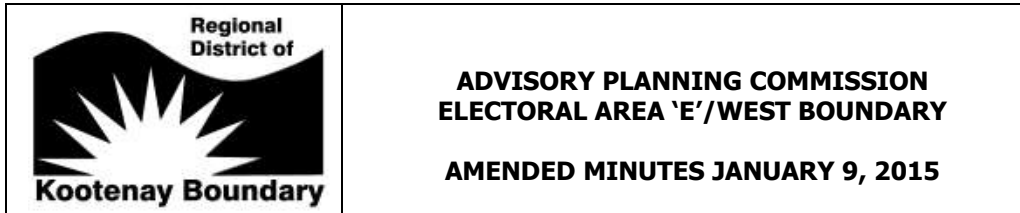
FortisBC Energy Inc.

RE: Zoning Bylaw Amendment

RDKB File: C-313-02632.305

- Minimum parcel size reduced (exemption) for these types of proposals.
- APC agrees with this.

Electoral Area 'C'/Christina Lake APC Agenda Items
 January 6, 2015
 Page 1 of 1



Minutes of the Area 'E'/West Boundary advisory Planning Committee meeting held on Wednesday, January 7, 2015 at the Midway Seniors Drop in Centre, 541-7th Avenue.

PRESENT:

Director Vicki Gee
 Vic Lockhart – Chair
 Harald Zinner – Secretary
 John Condon
 Michael Fenwick-Wilson
 Grant Harfman
 Stephen Kirkham
 Janet Matsella
 Lynn Storm

George Dagg
 Lisa Fillmore
 Jamie Haynes
 Fred Marshall
 Mary-Jane St. Jean Klassen Prutton

GUEST:

Donna Dean, Manager of Planning & Development, Regional District of Kootenay Boundary

ABSENT:

CALL TO ORDER:

- Vicki called this first meeting of the year to order at 7:00 p.m. She explained her role as Director of Area E and that a chair and secretary need to be elected.
- She introduced Donna Dean from the District office in Trail.

ORIENTATION: Donna Dean led out.

- Explained the purpose of the Advisory Planning Committee (APC).
- Shared the monthly meeting schedule starting with the APC meetings leading up to the monthly District Board Meeting.
- It was confirmed that the Area E APC monthly meetings will be on Monday starting informally at 6:30 p.m. (Vicki will be providing some 'supper'.) The formal meeting would then begin at 6:45 p.m. The meetings would be held in Midway with the Senior Drop in Centre being preferred.
- Advised that there is an interactive District map on the web. A large district map was provided and left with Vicki. This map lays out what land is subject to the Agricultural Land Commission legislation.
- She also explained that agricultural land is subdivided into 7 levels with level 1 being the best and level 7 being the least arable.

ELECTION OF OFFICERS:

- Chair: Vic Lockhart
- Secretary: Harald Zinner

MINUTES OF THE PREVIOUS MEETING:

There was no meeting in November, 2014.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:**1. Christian and Yves Ogierman****RE: MOTI Subdivision**

1715 Nicholson Creek Road, Area 'E'/West Boundary
DL 163s, SDYD, Except plans 12138 and KAP44472
RDKB File: E-163s-01980.000

Observation:

- It was noted that a similar application had been approved several years ago. However, due to other circumstances, implementation has been delayed and consequently, needed to come before the APC again.

Recommendation:

- There is no objection to proceed with this application.

2. FORTISBC**RE: FrontCounter BC Referral, Crown Land License of Occupation Amendment**

Unsurveyed Crown Land north of Jewel Lake, Electoral Area 'E'/West Boundary
Vicinity of Mt. Roderick Dhu, SDYD
RDKB File: E-10

Observations:

- Fortis could consider putting a fence around its current land for security purposes.
- Forestry has decommissioned the use of the forestry lookout tower at this location as of 2014. Additional information on the status of this tower could be obtained from the Forestry Protection Branch, SE Fire Centre in Castlegar.

- The application does not make it clear what Fortis' future plan is for the use of this area including the requested expansion.
- Many were asking why Fortis would want to do with this additional land.

Additional Information Received January 8, 2015:

The District received some additional information from FortisBC as follows:

- FortisBC confirmed that the lookout tower and radio tower are no longer in use and were put up for auction.
- FortisBC acquired the towers.
- According to FortisBC, its existing tower is running at capacity. Any future expansion would be facilitated by the expansion of a license of occupation that could take place to include the existing structures.

Recommendations:

- The Committee, on January 7, 2015 reserved its opinion until additional information is provided to the potential use of this land both short-term and long-term.
- The Committee requested additional information, and then this request should come back to the Area 'E' APC.
- Based on the additional information received on January 8, 2015 and based on the e-mail responses from the committee members, the Committee will support this application for FortisBC to acquire the additional land including the lookout and radio towers.

3. INTERFOR CORPORATION

RE: Forestry Referral

Unsurveyed and surveyed Crown Land

Christian Valley, near Granby Park and Kettle River, Electoral Area 'E'/West Boundary

RDKB File: E-10

Observations:

- Concern was raised about the speckled dace fish, a small minnow, found within the Kettle River watershed relative to cut blocks CP 039-03 and CP 039-01.
- It was noted that there are three areas in the Kettle Valley watershed where these minnows are located.
- It was also noted that by both legislation and Inferfor's commitment, trees would not be logged near the waterways.
- A concern was raised that Inferfor may want to build a road through this area to Grand Forks to bypass Midway.
- It was noted that cut block CP 409 borders Area 'D'. The question was raised if the Area 'D' APC has had an opportunity to comment on this proposal relative to CP 409 and the road to Grand Forks.

Recommendation:

- The Committee is prepared to provide its support for this proposal subject to the following conditions:
 - All roads must be deactivated immediately after logging has been completed.
 - There is to be no connectivity of roads from Christian Valley directly (that is by passing Midway) to Grand Forks.

4. OTHER BUSINESS

- Adding items to the agenda – Forward items to Vicki and/or the District office.
- Vicki indicated that she would like to utilize the APC for other District items.
- Vicki explained how she would like to proceed in approving grants to groups/organizations not individuals.

FOR INFORMATION

ALC Decision Letter – Rogers

ALC Correspondence – Furniss, M&J Orchards and Van Oyen

2015 List of APC members

2015 Draft Planning Meeting Schedule

APC Guide

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation Commission held
Wednesday November 12, 2014 at the Welcome Centre

Present

Carlo Crema
Bob Dupee
Dave Beattie
Dan Marcoux

Absent

Don Nelson, Advised
Paul Beattie, Advised
Larry Walker
Dianne Wales, Advised

RDKB Staff

Tom Sprado/Lilly Bryant

Area Director

Grace McGregor

Guest

Cavan Gates

Agenda

1. M/S Bob Dupee/Dan Marcoux that the agenda is accepted as Circulated

Carried

2. M/S Carlo Crema/Bob Dupee that the minutes of the regular meeting of October 8, 2014 are accepted as circulated

Carried

Old Business

Grace McGregor indicated that the Stewardship project will be funded by the gas tax.

Pedestrian Bridge Feasibility Study Update: Tom Sprado indicated that he will be posting the project on BC Bid with a deadline for applications to be submitted by December 17, 2014.

Discussion about the Christina Crest- Revisiting the option for upgrading and maintaining the Trail. Bob Dupee and Cavan Gates will discuss grant opportunities for the future.

COP – Truck has been stored for the winter
Reader board is still set up

Gateway Update:

Sandy has submitted her resignation and Cavan Gates will be replacing her.
News letter has been very well received by the community.

Discussion about paving portions of the Christina Lake Community Parking Lot and the Welcome Centre were discussed.

Other Business Arising from the Floor

Outstanding Projects and Discussions

Christina Crest Trail
Boat House (part of Marine Study)
Seniors Housing
Winter Ice Rink on Slab
Cascade Cemetery (Completed)
Teck Property Access
Walking Trail around Golf Course
Disc Golf
Pedestrian Bridge
Boat Dock @ Community Park (part of Marine Study)
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
*Cascade Falls Stairs

Adjournment

4. Moved by Bob Dupee that the meeting be adjourned.

Carried

Lilly Bryant, Recording Secretary

Liz Stewart, Acting Chairperson

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation Commission held
Wednesday January 14, 2015 at the Welcome Centre

Present

Carlo Crema
Dave Beattie
Dan Marcoux
Dianne Wales, Advised
Don Nelson
Larry Walker
Liz Stewart
Paul Beattie

Absent

Bob Dupee

RDKB Staff

Tom Sprado/Lilly Bryant

Area Director

Grace McGregor

Guest

Cavan Gates

Agenda

1. M/S Larry Walker/Liz Stewart, that the agenda is accepted as Circulated

Carried

2. M/S Paul Beattie/Dan Marcoux that the minutes of the regular meeting of November 12, 2014 are accepted as circulated

Carried

Old Business

Pedestrian Bridge Feasibility Study Update:

Tom Sprado advised the Recreation Commission that MMM Group Limited is the recommended proponent to conduct the feasibility study contract for the Pedestrian Bridge. MMM Group is based out of Vancouver, but also maintains an office in Kelowna.

3. M/S Caro Crema, Paul Beattie that the Regional District Kootenay Boundary Board of Directors accept the proposal from MMM Group limited in the amount of \$20,000 for the preparation of a design and construction cost estimate study to determine the feasibility of constructing a pedestrian bridge over Christina Creek.

Carried

4. M/S Carlo Crema, Dan Marcoux that a copy of the MMM Group Limited proposal be shared with the rest of the Christina Lake Recreation Commission for review.

Carried

Budget Review:

The 2015 draft budget was presented and the committed funds were reviewed. There was a discussion regarding the repairs and maintenance cost for the Welcome Centre.

5. M/S Paul Beattie, Don Nelson, that the Welcome Centre maintenance requirement be included as an expenditure in the budget and that the amount of \$10,000 be allocated annually to the facility for repairs and maintenance as needed.

Carried

New Business:

COP – No update for January

Disc Golf Presentation: Alan Stanley from the Kootenay Rockies Disc Golf Society provided a presentation on Disc Golf and the benefits it can bring to a Community.

6. M/S Carlo Crema, Dan Marcoux, that the development for a Disc Golf course be considered in the 2015 Budget. (\$50,000).

Carried

JCP Crew:

The group introduced themselves and presented a short video on Christina Lake. This was part of their completed project for the grant. The grant will end March 31, 2015.

Gateway Update: Cavan Gates

- Venture Capital investing opportunities
- Sandy will continue until March
- Newsletter will be distributed the week of January 19th
- Child Care Issue- Looking into using The School District's Property
- Senior Housing- Housing possibilities in Christina Lake
- Free Computer lessons – Drop in Sessions in February for the Community

Other Business Arising from the Floor

Boat Access only Property Break Ins- Discussed briefly options for the group

Outstanding Projects and Discussions

Christina Crest Trail
 Boat House (part of Marine Study)
 Seniors Housing
 Winter Ice Rink on Slab
 Cascade Cemetery (Completed)

Teck Property Access
Walking Trail around Golf Course
Disc Golf
Pedestrian Bridge
Boat Dock @ Community Park (part of Marine Study)
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
***Cascade Falls Stairs**

Adjournment

4. Moved by Larry Walker that the meeting be adjourned.

Carried

Lilly Bryant, Recording Secretary

Dianne Wales, Chairperson

**Electoral Area "C" Parks a& Recreation Commission
Regular Meeting
Wednesday, January 14, 2015
Welcome Centre
8:00 AM**

AGENDA

- 1. Approval of the Agenda-**
- 2. Minutes**
 - Minutes of Regular meeting of November 12, 2014
- 3. Delegations: - Alan Stanley –Kootenay Rockies Disc Golf Society
- JCP Crew- Grant Project Presentation**
- 4. Business Arising from the Minutes**
- 5. Correspondence**
- 6. Old Business**
 - Feasibility Study- Pedestrian Bridge
Budget Review
- 7. New Business**
 - Sub Committee Report
 - COP Update
 - Community Coordinator Report- Christina Lake
- 8. Other Business Arising from the Floor
Break In – Boat Access only properties**
- 9. Adjournment**



**Regional District of Kootenay Boundary
Grand Forks & District Facilities and Recreation Department
Report to
Electoral Area "C" Parks & Recreation Commission**

FROM: Tom Sprado, Manager of Facilities & Recreation
DATE: January 14, 2015
SUBJECT: Design and Construction Cost Estimate Study – Christina Creek Pedestrian Bridge Crossing

Issue: The Christina Lake Recreation Commission requested a call for proposals (RFP) on the preparation of a design and construction cost estimate study which will be utilized by the Regional District of Kootenay Boundary to determine the feasibility of constructing a pedestrian bridge over Christina Creek and to identify and assess options. The Design and Construction Cost Estimate study will outline the Pedestrian Bridge needs of the Community and options available to address those needs.

Background: The Request for Proposals (RFP) closed on December 17, 2014. The RFP was posted/advertised with BC Bid, RDKB Web Site and advertised in the local newspaper.

We received five (5) proposals:

Proponents Name	Cost Proposal
Omega Engineering	\$19,000.00
McElhanney Consulting Services	\$19,853.00
Enns Gauthier Landscape Architects	\$19,915.00
ISL Engineering & Land Services	\$18,480.00
MMM Group Limited	\$20,000.00

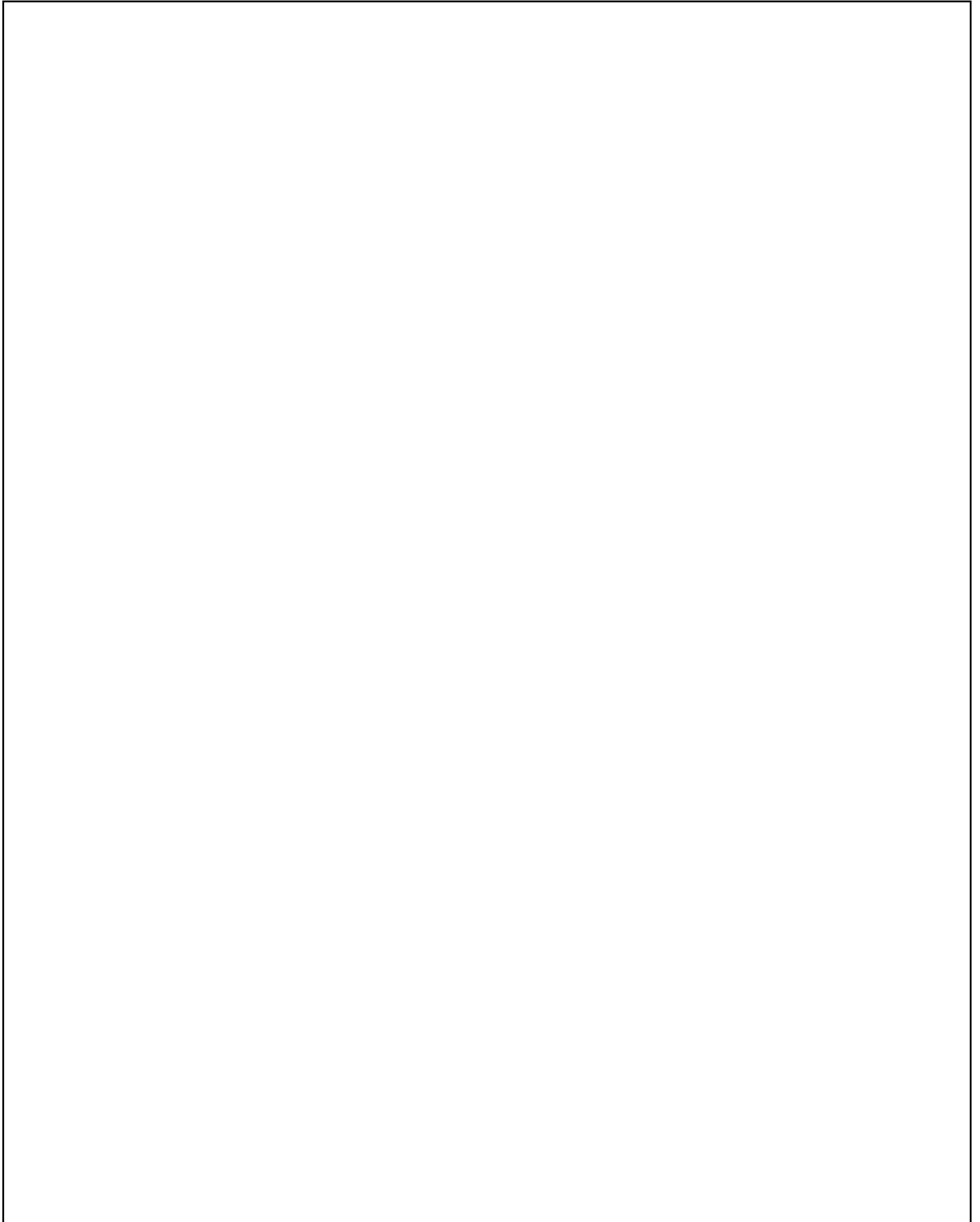
The team evaluators consisted of three (3) staff and two (2) Christina Lake Recreation Commission members. We met on Tuesday, January 7, 2015 and shortlisted down to two proponents. After checking the references and reviewing their proposals again we are recommending that we accept the proposal from MMM Group Limited.

Financial Implications: The 2014 and the proposed 2015 operating budget allows for \$25,000 towards this project.

Recommendation: I am seeking a recommendation from Electoral Area "C" Parks and Recreation Commission to the Regional District of Kootenay Boundary Board of Directors to accept the proposal from MMM Group Limited in the amount of \$20,000.00 for the preparation of a design and construction cost estimate study to determine the feasibility of constructing a pedestrian bridge over Christina Creek.

Submitted by: _____

Tom Sprado
 Manager of Facilities &
 Recreation





Request for Proposals

Design and Construction Cost Estimate Study

CHRISTINA CREEK PEDESTRIAN BRIDGE CROSSING

Closing date and time: 2:00 PM, December 17, 2014

**Location of proposal closing:
Box 1486 – 2020 Central Avenue, Grand Forks, BC V0H 1H0**

**Contact:
Tom Sprado, Manager of Facilities and Recreation (250-442-2202)**

Christina Creek Pedestrian Bridge Crossing Request for Proposals Design and Construction Cost Estimate Study

1. Introduction

The Regional District of Kootenay Boundary (RDKB) is requesting proposals for the preparation of a design and construction cost estimate study which will be utilized by the Regional District of Kootenay Boundary to determine the feasibility of constructing a pedestrian bridge over Christina Creek and to identify and assess options. The Design and Construction Cost Estimate study will outline the Pedestrian Bridge needs of the Community and options available to address those needs.

2. Study Area

The study area encompasses Electoral Area 'C' within the boundaries of the RDKB. The RDKB is located along the Canada-U.S. border in the southern interior of British Columbia.

3. Project

The RDKB requires the services of a consulting team to prepare a report which will assess the feasibility of constructing a pedestrian bridge. The Design and Construction Cost Estimate study will provide a framework for decision-making for the RDKB Board of Directors with respect to the construction of the pedestrian bridge and the future operation and maintenance of the bridge.

The Design and Construction Cost Estimate study process shall establish a community-based assessment of community pedestrian transportation values and priorities. The process must include RDKB decision-makers, staff, community leaders, and the general public.

4.

The consultant's role in this project will be to:

- To review and use the engineering studies (EBA Eng. 1998, geotechnical 0808-97-90348;
- Identify and evaluate the existing conditions and establish the purpose and need for the project; this includes assessing the social, economic and environmental impacts of the proposed bridge;
- Develop preliminary concept plans for three alternates with associated costs and outline the financial implications associated with the various options;
- Design and implement a public consultation process to solicit community input regarding pedestrian transportation values in the area - assess the level of support throughout the community of Christina Lake for enhanced protection and safety of pedestrians:
- Refine the alternatives from the evaluation and public input and select the preferred alternative;
- Determine the preferred structure with full costs.
- The project must be aesthetically pleasing, have low environmental impact, be safe to use, be sustainable with minimum maintenance and be economically affordable;
- Consideration should be given to use local employment during construction, the future need for support of local infrastructure (e.g. Sewer line), the need for lighting, snow removal (is there a need for and cost of a snow roof), right-of-way acquisition, permitting requirements, First Nation Consultation requirements, disruption during the construction and the review of funding possibilities and project implementation.

RDKB staff will provide support to the consulting team.

5. Context

Currently, there is only one crossing of Christina Creek, the Highway 3 Bridge. Pedestrian safety on this bridge has long been in question. Wheel chair and handicap access is minimal and considered unsafe by local users.

The local Recreation Commission sees the construction of a pedestrian bridge that will remove the pedestrian and bicycle traffic from the Highway 3 Bridge and create a safe transportation corridor.

6. Project Objectives

The Christina Creek Pedestrian Bridge Crossing - Design and Construction Cost Estimate Study will achieve the following primary objectives:

- Develop and facilitate a comprehensive public consultation process to collect the public input regarding community pedestrian and cycling transportation values to establish the foundation for this Christina Creek Pedestrian Bridge Crossing - Design and Construction Cost Estimate Study.
- Involve all stakeholders, including but not limited to: Regional District board members, community group representatives; the public; and local government staff in a visible consultative process to identify pedestrian safety values and establish priorities to determine the feasibility of establishing a pedestrian bridge service;
- Provide an assessment of the level of support demonstrated through the consultation process for the establishment of a pedestrian bridge
- Develop options for the design of a pedestrian bridge across Christina Creek connecting Kimura Road and Christina Road
- Outline the financial implications of each option;
- Recommend strategies for implementing a maintenance and operation program.

7. Scope of Work

- a. Review and analyze existing background material.
- b. Organize and facilitate meetings with the Steering Committee, RDKB staff, and other stakeholders as needed, to: review and assess existing pedestrian transportation safety; identify future needs, opportunities and constraints; and to report on the progress of the study.
- c. Organize and facilitate a stakeholder workshop(s) to: explain the purpose of the study; define the objectives of the process; identify pedestrian safety values and issues; and document these discussions. Public involvement in this study will be crucial to determine the level of support for a pedestrian bridge.
- d. Design and conduct appropriate research and public opinion methodologies.
- e. Prepare presentation materials for any scheduled public meetings, open houses or workshops.
- f. Review, compile, and analyze data, research material and public consultation results and prepare reports.
- g. Prepare a draft design and construction cost estimate study that meets the Project Objectives listed in Section 6 and present the draft study to the Steering Committee and Board of Directors of the RDKB. Five (5) bound copies and one (1) unbound copy of the draft design and construction cost estimate study report will be required for distribution.
- h. Revise the draft design and construction cost estimate study based upon feedback from the preliminary draft review process and prepare a final draft.
- i. Present final Design and Construction Cost Estimate Study to RDKB Board of Directors. Five (5) bound copies and one (1) unbound copy of the final Feasibility Study report will be required for distribution. The final report will also be submitted digitally in a format(s) satisfactory to the RDKB.

Proposal Contents

Should you wish to submit a proposal, we request the following:

1. That the proposal clearly outlines the method and approach to be used in undertaking this work.
2. That the proposal specify the consulting team members, estimates of hours involved for each member, and the general qualifications of each team member including a summary of their experience with similar projects.
3. That the proposal includes a schedule of fees, including hourly rates for each team member and a maximum overall project cost.
4. The proposal specifies a timetable for completion of the various study components.
5. Five (5) bound copies and one (1) unbound copy of your proposal should be sent to the RDKB.

Selection Process

The RDKB will take into account such matters as it considers appropriate in selecting the consultant. Those matters will include, but are not limited to:

- Proposed methodology (*the public consultation process is deemed to be very important to the successful outcome of this project*);
- Consultant's understanding of the context, issues, and the ultimate objectives of the project;
- Experience and qualifications of those involved;
- Fees and disbursements;
- Schedule; and
- Reference checks.

General Instructions, Terms and Conditions

1. Proposals will be accepted until 2:00 P.M on December 17, 2014 at the Grand Forks Arena-Recreation Office, located at:

Box 1486,
2020 Central Avenue
Grand Forks, BC
V0H 1H0

Phone: 250-442-2202

Three (3) copies of proposal shall be in a sealed envelope or package marked with the bidder's Name, the RFP Title.

Or, electronically transmitted Proposals will be accepted if it is received before the closing date and time at: email:

tsprado@rdkb.com

Faxed submissions will not be accepted

Electronically submitted proposals shall be deemed to be successfully received when displayed as new email received by the recipient at the Regional District of Kootenay Boundary (RDKB). The RDKB will not be liable for any delay for any reason including technological delays, spam filters, firewalls, job queue, file size limitations, etc. and late receipt of Proposals will be cause for rejection of a proposal.

2. All Request for Proposal documents to be published at www.bcbid.gov.bc.ca and www.rdkb.com

Proponents are required to check the RDKB website or BC Bid's website for any updated information and addenda before the closing date.

3. The RDKB reserves the right to accept or reject any or all proposals and to accept the proposal that it deems most advantageous.
4. The RDKB will not be responsible for the costs of preparing proposals.
5. The successful consultant will be authorized to proceed only upon approval from the Board of Directors of the RDKB.

6. The proposed budget for this study is up to a maximum of \$20,000, including all fees, expenses and taxes. It is hoped that a lesser amount will be sufficient to accomplish the purpose of the study.
7. The RDKB will provide any base mapping required for the project.
8. Invoices, no more frequently than monthly, will be required before the RDKB will make payments. Each invoice must be accompanied by a progress report. Each invoice must include a breakdown of staff, hours, rates, and expenses.
9. The consultant selected to carry out the study will be required to enter into a contract with the RDKB respecting the conduct of the study.
10. The draft Christina Creek Pedestrian Bridge Crossing – Design and Construction Cost Estimate Study will be submitted to the RDKB in five (5) copies and the final report will be submitted in five (5) copies. The final report will also be submitted digitally in a format(s) satisfactory to the RDKB.
11. The consultant will be required to have in place a general liability insurance policy for not less than \$2,000,000 during the study, naming the RDKB as an additional insured.

Inquiries

Inquiries during the proposal period should be directed to Tom Sprado, Manager of Facilities and Recreation at the Grand Forks Arena – Recreation Office.
Phone: 250-442-2202. E-Mail: tsprado@rdkb.com

The deadline for all enquires is 4:00 pm, local time on December 10, 2014.

MMM Group Limited
 540 Leon Avenue
 Kelowna, BC Canada V1Y 6J6
 t: 250.869.1334 | f: 250.862.4849
 www.mmm.ca



December 17, 2014

9814TR5-082-001-09

Regional District of Kootenay Boundary
 Box 1486 – 2020 Central Avenue,
 Grand Forks, BC V0H 1H0

Attention: Tom Sprado, Manager of Facilities and Recreation

Reference: Request for Proposals on the Design and Construction Cost Estimate Study
 Christina Creek Pedestrian Bridge Crossing

Dear Mr. Sprado,

MMM Group Limited (MMM) is pleased to provide a proposal for the RFP on the Design and Construction Cost Estimates for Christina Creek Pedestrian Bridge Crossing.

1. Introduction

Operating for over 62 years, MMM is proud of its reputation for leadership in Bridge and Transportation Engineering and of the recognition by our peers demonstrated through provincial and national awards for unique, challenging, and cost effective bridge projects. MMM's Kelowna office has engineers, technicians, landscape architects, land surveyors and field staff with extensive experience working for municipalities in the BC Southern Interior on all types of projects.

2. Project Understanding

The Regional District of Kootenay Boundary (RDKB) requires consultant services to assess the feasibility of constructing a pedestrian bridge in the community of Christina Lake. Currently, the only crossing available to pedestrians is the sidewalk along the existing Crowsnest Highway Bridge. It is the RDKB's intent to provide a safer transportation corridor for pedestrians and cyclists over Christina Creek. The proposed pedestrian bridge would provide an alternative route by spanning over the waterway between Kimurab Road and Christina Road on the east and west stream banks respectively.

The focus of this assignment is to develop design options for a pedestrian bridge across Christina Creek to meet criteria identified through consultation of the RDKB, the public and other key stakeholders. General objectives of the RDKB include development of pedestrian bridge concepts with low environmental impact that provide a safe, sustainable crossing of Christina Creek with aesthetics that appeal to residents while meeting budgetary requirements for construction and maintenance. The study should also consider right-of-way and permitting requirements, maintenance and safety issues, as well as accommodating possible future infrastructure needs. Potential use of local expertise for construction of the bridge is considered advantageous.



The successful proponent will develop a process for consulting with stakeholders that includes meetings and workshops with an emphasis on public involvement. Social, economic and environmental impacts of the proposed bridge structure will be assessed to establish the need for the project. This information will be collected and then used to develop three concepts for the new pedestrian bridge to be presented to the RDKB, with a report summarizing the results of the public consultation process and the proposed bridge options, along with estimated construction costs for each option. The report will highlight a preferred option to be considered for further development.

3. Scope of Services and Methodology

The following consulting services will be provided in order to deliver the project as defined in the Terms of Reference. Tasks are presented below in a sequential manner.

► ***Review Site and Existing Information:***

Review of the existing information provided by the RDKB will be completed at the initiation of the project to familiarize ourselves with the project site in order to assist with identifying constraints. An online survey will also be conducted to collect information from residents.

► ***Develop and Organize Steering Committee:***

MMM will coordinate with the RDKB to develop a steering committee for the project and facilitate meetings with the steering committee to discuss the existing and future needs of potential users, highlight project constraints and report on the progress of the work. It is believed that two steering committee meetings will be required for this study.

► ***Steering Committee Meeting #1:***

The first meeting will be an in-person between MMM and RDKB staff to confirm objectives of the study and receive direction from the RDKB on the anticipated goals. The proposed process for public consultation will also be discussed in detail.

► ***Stakeholder Workshop:***

With advice from RDKB staff, MMM will assemble a group of stakeholders and hold a workshop to identify constraints and document issues raised by the interested parties. It is anticipated that stakeholders will include nearby landowners and users of Christina Creek, and nearby First Nations, amongst others. The workshop will include a presentation to explain the purpose of the workshop, identify key issues and highlight how the information collected will be used. We intend to hold the stakeholder workshop in conjunction with the open house discussed below.

► ***Open House and Workshop:***

An open house will be held subsequent to the stakeholder workshop to present initial bridge concepts to residents, assess the level of public support for the project and gather information from the public to be included in the evaluation of the proposed bridge options. Display materials will be prepared by MMM to present at the open house to illustrate ideas that may be included in the final bridge concepts of the report.

► ***Steering Committee Meeting #2:***

The second steering committee meeting will be held via teleconference to address comments raised during the previous meeting as well as to report and discuss the information collected through stakeholder engagement and public consultation. MMM has technology available to



transmit presentations and visual aids as required to facilitate discussion during the teleconference.

► **Prepare Report and Cost Estimate:**

Following completion of public consultation, MMM will prepare a draft report summarizing the information collected during the steering committee meetings, stakeholder workshop and open house. We expect up to three different bridge concepts will be developed to reflect the constraints identified during the public consultation process. The report will discuss each option and provide renderings to illustrate the proposed concepts and further highlight general components of each structure. Estimated construction costs of each option will be prepared and summarized in the report with detailed breakdowns of costs appended to the report.

A draft version of the report and cost estimate will be forwarded to the RDKB for review. Comments on the draft report provided by the RDKB staff will then be reviewed prior to the issue of the final report at the completion of the study.

► **Optional Open House:**

If the budget permits and is approved by RDKB, MMM will conduct a final open house to explain how public inputs have been incorporated into the final report.

4. Assumptions and Exclusions:

The following assumptions have been made in order to define the scope of services defined above:

- The proponent will be provided access to all information, either digital or hard copy, including addresses and ownership information of property owners (i.e. stakeholder mailing list) for the purposes of notification or completion of other project tasks.
- RDKB is advised that detailed social, economic and environmental evaluation and analyses, beyond the high-level review of information collected during the public consultation process, is excluded from the project scope.
- RDKB is responsible for all notification and distribution as it relates to public consultation, stakeholder, and steering committee events, including associated costs of notification, production, and distribution.
- RDKB will be responsible for all costs associated with public consultation events and steering committee meetings and coordination including, but not limited to: venues, refreshments, equipment rental, display materials, etc.
- Concept production is based entirely on availability of adequate base information in geographic information system (GIS) and/or AutoCAD, or equivalent industry standard digital files.
- RDKB will provide feedback on draft submittals within a reasonable timeframe, as referenced within the project schedule.
- Modifications to deliverables requested by RDKB that result in additional drafts or submittals shall be considered a change and expansion to the project work plan and scope.
- Any changes or expansion of the work plan and budget shall be discussed and mutually agreed upon prior to beginning the work.



If the RDKB has any questions on the above-mentioned, we will make ourselves available to discuss. We are open to expanding the scope of services to include additional tasks mentioned above should the RDKB require additional assistance.

5. MMM Relevant Experience

MMM has completed hundreds of bridge projects across British Columbia. The following projects demonstrate MMM's design team experience with similar types of work:

Parkinson Recreation Centre Pedestrian Overpass, City of Kelowna, Kelowna, BC

MMM was retained to investigate the feasibility of constructing a new pedestrian bridge across Highway 97 to provide access between the Parkinson Recreational Facility and a nearby commercial development. Economically viable options were evaluated to determine an acceptable location, alignment and structural arrangement that satisfied stakeholders, the City and the general public. The functional design was developed with sufficient detail to facilitate delivery of the project through a design-build procurement model.



Reference: Andrew Albiston, Special Project Manager
Email: aalbiston@kelowna.ca
Phone: (250) 469-8569

Summit Drive Pedestrian Bridge, City of Kamloops, Kamloops, BC

As part of its Bicycle Master Plan, the City of Kamloops is planning a new pedestrian bridge across Summit Drive to provide better bicycle and pedestrian access to the Thompson Rivers University. MMM was responsible for the conceptual and preliminary design phases of the project, which included the proposed bridge as well as multi-use pathway and associated trail heads to connect to the existing walkway and trail network. MMM engaged stakeholders in a workshop and several meetings to identify issues and constraints used to develop bridge design options.



Reference: Jason Dixon, Engineering Development Supervisor
Email: jdixon@kamloops.ca
Phone: (250) 828-3454

Trans-Canada Highway Corridor Revitalization, Town of Golden, Golden, BC

The Town of Golden retained MMM to prepare and develop a visual enhancement revitalization for the Trans-Canada Highway through town. The result of the high-profile project demanded visual enhancement, tourist responsiveness and increased economic development. MMM developed a public consultation program that involved local residents, business owners, the municipal government, members of the provincial government and stakeholders to provide history and background information relevant to the project. MMM's multidisciplinary team of community planners, landscape architects and civil engineers developed a concept plan with multiple opportunities for revitalization.





Reference: Jon Wilsgard, Chief Administrative Officer
 Email: jwilsgard@golden.ca
 Phone: (250) 344-2271

6. Personnel Experience

MMM's team is a talented pool of technical experts with the professional integrity and experience to maintain flexibility and responsiveness during the project schedule. The team has the right mix of skills and experience to undertake this project, and are allocated efficiently to meet the project milestones. Provided below is a brief profile for each member of our core team, their experience, their primary responsibility and the specific nature of the work they will be undertaking. Detailed resumes are enclosed for review.

Sean O'Hagan, P.Eng. | Project Manager and Bridge Engineer

Sean will be the main contact for the RDKB during the course of the project and will manage the MMM team. He will also complete all tasks related to development of conceptual bridge options, prepare the cost estimates and assemble the report.

Sean is a registered Professional Engineer with primary focus on the design and assessment of concrete, steel and timber bridges. His seven years of project experience includes the design, construction, rehabilitation and condition inspection of bridge structures across Western Canada. He has participated in all facets of the project lifecycle from developing bridge concepts through to detailed design, construction and rehabilitation of bridges. Sean's experience planning, designing and constructing pedestrian bridges provides a well-rounded skillset that is well suited to this project.

Davin Shillong, MCIP, RPP | Project Planner

The public consultation process will be developed and implemented by Davin. He will provide guidance to the steering committee and administer the stakeholder workshop and public open house. All presentation materials required for public consultations will also be prepared by Davin.

Davin is a Registered Professional Planner with more than 10 years' experience in community, urban and transportation planning in Western Canada. With a background in community and urban planning, Davin's passion and expertise fall within community and neighbourhood planning, public consultation and engagement, sustainable policy development, and streetscape design. He has championed multiple community, urban and land use planning projects in both municipal and private sectors, and understands the demands within each realm. Davin works directly with communities to integrate planning practices that are sensitive to both human scale and environmental landscapes. He recognizes each project is uniquely different and understands the distinct relationship between form and function is a critical element to a project's success.

Henry Leung, P.Eng. | Senior Review Engineer

Final review of bridge concepts, cost estimates and reports will be undertaken by Henry. He will also provide technical advice as required during the course of the study.

Henry has extensive planning, design, construction, administration, site supervision and project management experience, and has contributed to a wide range of projects since 1981. Henry has been involved in the design of various types of bridges including prestressed concrete, post-tensioned concrete, steel and timber bridges. He also has extensive experience in bridge load rating, seismic retrofit and strengthening design. Henry has successfully completed many large bridge projects in British Columbia, Alberta and the Yukon; meeting all of the unique requirements of various clients.



CAD & Graphics Support

The MMM team has a full complement of technical staff that can produce technical drawings, site renders and video animation for this project. A few images of the possibilities for this site are shown below for reference.



Rendering of Pathway on Approach to Bridge



Rendering of Proposed Bridge Structure over Christina Creek

Jim Roe, ASCT | Senior Project Advisor

Jim will provide guidance to the team where required to meet the needs of the RDKB during the course of the work. He is familiar with the processes and policies of the District through past performance delivering projects to the District, and is presently working on a municipal water system project in Christina Lake.

Jim is a Project Manager for MMM's Kelowna office. Jim has extensive experience in the public and private sectors having worked for the BC Ministry of Transportation, municipal governments and engineering consulting firms. Jim has specialized in assisting small and medium sized communities with their engineering and operational needs. Jim's consulting experience has spanned between small projects, such as feasibility studies, to major capital works projects.

Jim currently works with several local governments, including the RDKB, to deliver projects across the BC Southern Interior. Jim will review deliverables prior to submittal and provide advice to MMM staff as needed throughout the project.

Additional MMM Support Staff

MMM has additional expertise and professionals in landscape architecture and legal survey that can be drawn upon if required.

7. Proposed Schedule

The proposed work schedule has been prepared on the basis of our project understanding and knowledge that the majority of residents are seasonal. While the following schedule is based on our best estimate of the time requirements needed to implement the project, we are prepared to work with RDKB to refine the timeline as necessary to meet other objectives.

It is understood that the RDKB intends to maximize public exposure of this study. The population of Christina Lake includes many residents that live away from the community during the winter months. Therefore, we intend to undertake the public consultation process in the summer of 2015 when it is expected that majority of residents will be available to participate.



Based on the anticipated award of the project before the end of February, 2015, we propose the following schedule:

Table 1 – Project Schedule

Task	Estimated Date
Project Kick-Off & Review of Site Information	Feb – March, 2015
Steering Committee Meeting #1	April – May, 2015
Stakeholder Workshop & Open House	July – Aug, 2015
Steering Committee Meeting #2	Aug – Sept 2015
Draft Report & Cost Estimate	Aug – Sept 2015
Final Report & Cost Estimate	Sept – Oct 2015

Specific dates for completion of the above noted activities will be provided upon award of the project.

8. Fee Estimate

The above-mentioned consulting services have been estimated at \$24,824.80 on the basis of the identified scope of services and the level of effort required. Please refer to the attached fee estimate for more detailed information. However, in order to deliver the project as defined in the Terms of Reference within the RDKB's budget, we propose to undertake the proposed work for a lump sum fee of **\$20,000.00** including disbursements and taxes, which is equivalent to approximately 24% discount to the RDKB.

Disbursements include travel costs to attend one in-person steering committee meeting and the combined stakeholder workshop and open house, as well as costs for couriers and other associated project costs which are included in the total fee estimate above.

It has been assumed that the RDKB will assist the successful proponent with implementation of the public consultation process. Therefore costs related to facility and equipment rental, refreshments and other associated costs with providing a venue for both the stakeholder workshop and open house have not been included in the fee estimate.

MMM will provide the required general liability insurance policy as stated in the RFP upon award of the contract.

Should you have any questions regarding this proposal letter, please contact the undersigned.

Yours truly,

MMM Group Limited

Sean O'Hagan, P.Eng.
Project Manager

Enclosures:

- Fee Estimate
- Team Member CVs

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Fee Estimate

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Regional District of Kootenay - Boundary RFP 6625

Estimated Effort for Christina Creek Ped. Bridge Design & Construction Cost Estimate Study



Task	MMM Group Limited								
	Hours					Total	Total Labour Fees	Disbursements	Total Fee
	PM & Bridge Engineer	Senior Review Engineer	Community Planner	Senior CAD Technician	Graphics Support				
	SO \$125 / hr	HL \$160 / hr	DS \$120 / hr	\$110 / hr	\$60 / hr				
Project Management and Systems Setup	2	-	-	-	-	2	\$250	-	\$250
1.0 Project Initiation									
1.1 Kick-Off Meeting	1	1	1	-	-	3	\$405	-	\$405
1.2 Review of Existing Information	4	-	1	-	-	5	\$620	-	\$620
Sub-Total	5	1	2	-	-	8	\$1,025	-	\$1,025
2.0 Public Consultation									
2.1 Steering Committee Meetings	10	-	10	-	-	20	\$2,450	\$500	\$2,950
2.2 Development of Bridge Concepts	8	2	4	-	-	14	\$1,800	-	\$1,800
2.3 Development of Materials for Public Consultation	-	-	16	24	16	56	\$5,520	\$100	\$5,620
2.4 Stakeholder Workshop & Open House	8	-	24	-	-	32	\$3,880	\$500	\$4,380
2.5 Preparation of Information for Reporting Phase	-	-	6	-	-	6	\$720	-	\$720
Sub-Total	26	2	60	24	16	128	\$14,370	\$1100	\$15,470
3.0 Reporting									
3.1 Draft Report & Cost Estimate	24	2	10	-	-	36	\$4,520	-	\$4,520
3.2 Final Report & Cost Estimate	4	1	2	-	-	7	\$900	-	\$900
Sub-Total	28	3	12	-	-	43	\$5,420	-	\$5,420
Total Hours	61	6	74	24	16	181			
Subtotal Fees	\$7,625	\$960	\$8,880	\$2,640	\$960		\$21,065	\$1,100	\$22,165.00
GST (5%)									\$1,108.25
PST (7%)									\$1,551.55
Total Fees									24,824.80

Sheet Printed: 2014-12-17

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Team Member CVs

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SEAN O'HAGAN, P.Eng.

Project Engineer – Bridges

PROFESSIONAL EXPERIENCE

Sean O'Hagan primarily focuses on the design and assessment of bridge structures. His project experience includes the design, construction, rehabilitation and condition inspection of bridges across Western Canada. He has participated in all facets of the project lifecycle from developing bridge concepts through to detailed design, construction and rehabilitation of bridges.

SELECTED PROJECT EXPERIENCE

- » Project Engineer/Bridge Inspector, Deroche Bridge Structural Renewal Scoping, BC Ministry of Transportation, Mission, British Columbia (2014): Inspected the multi-span structure carrying Lougheed Highway over the Nicomen Slough near the community of Deroche. Summarized the condition of the existing precast concrete girder superstructure and timber substructure elements in a report and provided maintenance recommendations. Developed rehabilitation strategies to address issues with the existing structure. Generated options for replacement of the existing structure on several different roadway alignments. Prepared a report summarizing renewal strategies and providing construction cost estimates to assist the client with budgeting of future bridge works.
- » Project Engineer, Cayoosh Creek #3 Bridge Structural Renewal Scoping, BC Ministry of Transportation, Lillooet, British Columbia (2014): Developed concepts for a replacement structure on several different roadway realignments to address issues with the highway geometry and stream hydraulics of the existing steel I-girder structure on Highway 99. Prepared a report summarizing renewal options for the bridge including rehabilitation and replacement strategies, along with estimated construction costs for each strategy.
- » Project Engineer, Chapman Creek Bridge Structural Renewal Scoping, BC Ministry of Transportation, Sechelt, British Columbia (2014): Inspected the single span steel through-girder bridge carrying Highway 101 over Chapman Creek near Sechelt. Prepared a report summarizing the findings of the inspection and provided recommendations on maintenance items. Completed a live load evaluation of the structure to determine if the superstructure

EDUCATION

B.Sc. Civil Engineering, Cooperative Education Program, University of Alberta, Edmonton, Alberta (2007)

PROFESSIONAL AFFILIATION

Association of Professional Engineers and Geoscientists of British Columbia

PROFESSIONAL BACKGROUND

Project Engineer, MMM Group Limited (2011 – Present)

Structural Engineer, AECOM Canada Ltd. (2008 – 2011)

Transportation Engineer, Earth Tech Canada Inc. (2007 – 2008)

components are adequate to carry modern design live loads. Developed strengthening options for steel girders to be incorporated into a structural renewal options analysis.

- » **Design Engineer, 202 Street Park-and-Ride Facility, BC Ministry of Transportation, Langley, British Columbia (2011):** Designed the superstructure for a multi-span box girder pedestrian bridge to carry pedestrian bridges over 202 Street at the park-and-ride facility adjacent to Highway 1. Reviewed shop drawings for the box girders to confirm that fabrication was in accordance with the design.
- » **Contract Administrator, 200th Street Pedestrian Bridge, Township of Langley, Langley, British Columbia (2010–2011):** Provided contract administration services during the construction of a steel arch suspension bridge carrying pedestrians over 200 Street. Completed field reviews during construction. Prepared contract change orders for additional work. Liaised with client and contractor to resolve issues as site work progressed.
- » **Bridge Inspector, 2009 Pedestrian Bridge Inspections, City of Vancouver, Vancouver, British Columbia (2009):** Assisted with the conditional inspection of 9 bridge structures. Compiled inspection information into a report summarizing the condition of the structures, including recommendations on remedial action where required. Developed maintenance plans prioritizing repairs for structures by level of urgency and compiled cost estimates for the recommended work.
- » **Project Engineer, Spirit Trail Pedestrian Bridge Feasibility Study, District of West Vancouver, West Vancouver, British Columbia (2009):** Assisted in the development of conceptual options for a pedestrian bridge crossing over the Capilano River. Reviewed the substructure of an existing roadway bridge between the Squamish First Nation and the Park Royal Shopping Centre to determine if it could support an additional multi-use trail. Completed a preliminary design of a stand-alone pedestrian bridge structure. Assembled a report summarizing details of the preliminary design, including estimated costs for construction of the proposed structure.
- » **Project Engineer, Queensborough Pedestrian Bridge Feasibility Study, City of New Westminster, New Westminster, British Columbia (2009):** Reviewed information on existing utilities and nearby structures at the location of a proposed pedestrian bridge over the north arm of the Fraser River between the New Westminster Quay and the Queensborough neighbourhood. Identified environmental and navigational considerations to be considered during later phases of design. Assisted with the preparation of a report summarizing the design constraints, as well as providing three concepts for the proposed pedestrian bridge structure.



DAVIN A. SHILLONG, MCIP, RPP

Project Manager

PROFESSIONAL EXPERIENCE

Davin Shillong is a registered professional planner with more than seven years' experience in community, urban and transportation planning in Western Canada and Washington State. With a background in community and urban planning, Davin's passion and expertise fall within community and neighbourhood planning, public consultation and engagement, sustainable policy development, and streetscape design. He has worked and managed multiple community, urban, and land use planning projects in both municipal and private sectors and understands the demands within each realm. Selected project experience includes the preparation of official community plans, revitalization plans, neighbourhood plans and municipal development approvals.

Davin works directly with communities to integrate planning practices that are sensitive to both human scale and environmental landscapes. He recognizes each project is uniquely different and understands the distinct relationship between form and function is a critical element to a project's success.

SELECTED PROJECT EXPERIENCE

Planning

- » **Project Manager, Diamond Mountain ASP (2012 – Present):** Davin led the preparation of a comprehensive ASP encompassing nearly 200 acres of land adjacent the UBC Okanagan campus. The ASP concept was a 1,400 unit complete community design providing a diverse mix of housing, including campus and 'aging in place' opportunities, commercial retail and personal services, natural and environmental preservation, and access to a comprehensive range of community parks and recreational trail opportunities.
- » **Project Manager, North Clifton ASP (2011 – Present):** MMM was retained by Melcor Developments to complete an area structure plan for a 200 acre residential hillside development adjacent Okanagan Lake. As project manager and lead community planner, Davin led a large consulting team of community planning, public consultation, civil, geo-technical, and transportation engineering and environmental disciplines. The 200 unit comprehensive area structure used progressive development approaches to preserve existing site features, while providing various passive recreational opportunities through

EDUCATION

Bachelor of Science, Environmental Planning, University of Northern British Columbia, Prince George, BC (2003)

Urban Design Diploma, Simon Fraser University, Burnaby, BC (2007)

PROFESSIONAL AFFILIATION

Member, Planning Institute of British Columbia

Member, Canadian Institute of Planners

Registered Professional Planner

PROFESSIONAL BACKGROUND

Project Manager, MMM Group Limited, Kelowna, BC (2011 – Present)

Project Manager, MMM Group Limited, Kelowna, BC (2009 – 2011)

Community Planner, City of Woodinville, Woodinville, WA, USA (2007 – 2008)

Community Planner, Red Deer County, Red Deer, AB (2004 – 2007)

Teaching Assistant, University of Northern British Columbia, Prince George, BC (2003)

parks, lake access and an extensive trail network.

- » **Project Manager, Trail Downtown Revitalization Plan, City of Trail, Trail, British Columbia (2011):** MMM Group was retained to develop a high-profile revitalization and action plan for the city of Trail's struggling downtown. Davin was responsible for leading a team through a comprehensive public engagement program, detailed downtown evaluation, land use and redevelopment analysis, streetscape and public realm design, economic marketing analysis, traffic circulation and parking analysis, and infrastructure assessment. The assignment included working with a diverse range of stakeholders, interest groups and committees to bring the final plan to fruition.
- » **Project Planner, Big White Resort Recreational Facility Feasibility Study (2012):** MMM Group was engaged by Regional District of Kootenay Boundary to review requirements and complete feasibility report of a multi-purpose recreational facility at Big White Resort. The feasibility report described the site characteristics for engineering, costing analysis, economic analysis for investment and financial impact, and offered strategic recommendations to the Regional District.
- » **Project Manager, Juniper Cove, Juniper Cove Developments Ltd., Lake Country, British Columbia (2011 – Present):** The Juniper Cove is a 96 ha sustainable hillside development in Lake Country, British Columbia. The development includes multiple sustainable Smart Growth approaches, in addition to proposed infrastructure upgrades. Davin is responsible for managing the project as a whole, including coordination of multiple sub-consultants, community design, extensive public consultation, public relations, development of an Outline Plan and various municipal approvals.
- » **Project Planner, Land Use Planning, British Columbia Land Development Firms, British Columbia (2009 – Present):** Actively engaged in providing an array of land use planning services for various private developers within British Columbia including project management, site planning, public consultation, transportation planning, place making and municipal approvals.
- » **Project Planner, Alberta Energy Corridor, Athabasca County and Village of Boyle, Alberta (2009 – 2011):** MMM was retained by the Alberta Energy Corridor to undertake a land use planning and public consultation exercise to guide the growth and evolution of commercial and industrial lands within a 100 km section of Highway 63 between the Village of Boyle and the Hamlet of Wandering River. The two-phase exercise encompassed a background report and opportunity study, concluding with a final land use strategy. Assisted with the preparation of the land use strategy and the development of a *Commercial and Industrial Development Guidelines* document for communities within the Alberta Energy Corridor.
- » **Assistant Project Manager, Combined Poplar Lane and Mitsue Industrial Area Structure Plan, Municipal District of Lesser Slave River No. 124, Slave Lake, Alberta (2009 – 2010):** The Combined Poplar Lane and Mitsue Industrial Area Structure Plan (ASP) was a comprehensive planning assignment that replaced a 20-year old Plan. Responsible for preparing a planned vision, developing a land use framework, identifying a major transportation network, analyzing social, economic, and environmental elements, developing a housing density framework, and creating an effective implementation plan. In addition to the foregoing, assisted in the coordination and delivery of a comprehensive public consultation process including open houses, workshops, and a visioning session. The Final ASP provided citizens, stakeholders and municipal district staff with a long-term land use document to guide future development opportunities.

- » **Project Manager, Tourist District Roundabout Improvement Project (TRIP) – Urban Design Element, City of Woodinville, Woodinville, Washington, USA (2007 – 2008):** This overall project alleviated major traffic congestion on SR 202, a primary commuter route through Woodinville, Washington. As the Project Manager for the urban design and public realm component of the project, coordinated the development of conceptual, preliminary and detailed visions for implementation of the plan. From an urban design and public realm perspective elements such as public art, street lighting, surface finishing, active transportation, and landscaping design were integrated into the design of three consecutive roundabouts within Woodinville's treasured Tourist District. Additionally responsible for facilitating a large public and stakeholder consultation process inclusive of design workshops and open houses.
- » **Planner, Municipal Development Plan and Land Use Bylaw Review, Red Deer County, Alberta (2006 – 2008):** Participated in Red Deer County's major Municipal Development Plan and Land Use Bylaw review from inception to completion. He provided guidance and feedback throughout the life of the project in addition to providing public consultation assistance during visioning, workshop and open house sessions. The documents enabled staff and citizens to utilize an enhanced land use planning tool.
- » **Project Planner, Land Development Approvals, Red Deer County, Alberta (2004 – 2008):** Interacted with development proponents, government agencies, special interest groups and the public on a wide range of complex planning, regulatory and application review assignments including residential, commercial and industrial. Responsibilities in managing complex planning applications included the formulation of appropriate project and regulatory solutions; addressing and reconciling needs; developing recommendations for approval; and presented findings to the Planning Commission and Council.
- » **Project Manager, Hidden Springs Area Structure Plan, Red Deer County, Alberta (2006):** The Hidden Springs Area Structure Plan (ASP) was a cutting-edge 1,400 acre rural-residential plan and the first of its kind in Red Deer County. Reviewed, processed and directed consultants through an intensive public consultation and municipal planning process. Upon completion, the ASP provided a progressive rural and sustainable land use planning document that residents admired and Central Alberta municipalities respected.



HENRY K.W. LEUNG, P.Eng.

Senior Structural Engineer
Associate

PROFESSIONAL EXPERIENCE

Henry Leung joined MMM Group's (MMM) Vancouver office as a Senior Structural Engineer in 2009. Specializing in heavy civil structures including bridges, retaining walls, liquid storage tanks and municipal structures, he has extensive planning, design, construction, administration, site supervision and project management experience. Henry has contributed to a wide range of projects since 1981. He has been involved in the design of various types of bridges including prestressed concrete, post-tensioned concrete, steel and timber bridges. He also has extensive experience in bridge load rating, seismic retrofit and strengthening design.

Committed to working with the unique challenges posed by each site and each project, Henry has successfully completed many large bridge projects in British Columbia, Alberta and the Yukon; meeting all of the unique requirements of various clients.

SELECTED PROJECT EXPERIENCE

Bridge Structures

- » **Structural Design Lead, Northeast Anthony Henday Drive, Flatiron/Aecon/Dragados/Lafarge Design Build Joint Venture, Edmonton, AB (2010-Present):** Design Lead and Engineer on Record for 4 new interchange structures along Sherwood Park Freeway over Anthony Henday Drive. Henry's involvement in this project include structural design of three steel I-girder bridges and one precast prestressed concrete NU-girder bridge. The steel I-girder bridges generally consist of 2 continuous spans with the total span lengths between 123 m and 129 m. The concrete NU-girder bridge is a 2-span semi-continuous design with a total span length of 72 m.
- » **Design Lead, Bitter Creek Bridge Options Analysis, Stewart, British Columbia, BC Ministry of Transportation and Infrastructure (2012):** The western span of this bridge, which is located east of Stewart on Highway 37A, was washed out by high rainfall in 2011. After providing a detailed demolition procedure for removal of the collapsed western span, MMM completed an Options Analysis for remediation or replacement of the existing bridge. This analysis

EDUCATION

B.Sc, Civil Engineering, University of Calgary, Alberta (1979)

TRAINING AND CERTIFICATIONS

Time History Analyses for Structures (2008)

FEMA Evaluation and Repair of Earthquake Damaged Concrete and Masonry Wall Building, FEMA IS-631 Public Assistance Operation I (2001)

Financial Management Systems for Project Managers (2000)

Y2K Remediation Training, Bridge Inspection Training – Alberta Transportation (1999)

ISO Orientation; ISO – 5 Easy Steps; Team Skills Seminar (TSS); Interpersonal Selling Skills (ISS) (1997)

Bridge Seismic Design and Retrofit (1996)

Seismic Analysis and Design of Building and Bridges (1994)

PROFESSIONAL AFFILIATION

Association of Professional Engineers and Geoscientists of British Columbia

Association of Professional Engineers, Geologists and Geophysicists of Alberta

Association of Professional Engineers of Yukon

PROFESSIONAL BACKGROUND

Senior Structural Engineer, MMM Group Limited, Vancouver, B.C. (2009 – Present)

Senior Structural Engineer, AECOM (1992 – 2009)

Structural Engineer, Delcan Consulting Engineers and Planner Corporation (1981 – 1992)

Site Engineer, Henry Construction (HK) Ltd. (1979 – 1981)

included a detailed hydrotechnical assessment and development and evaluation of three conceptual designs, preparation of general arrangement drawings and preliminary cost estimates. Responsible for preparation of the conceptual designs, options analysis report and attendance as a site meeting with Ministry personnel.

- » **Senior Engineer, South Fraser Perimeter Road Proposal, Surrey, British Columbia (2009):** Performed conceptual review and preliminary structural design check for 22 bridge structures, and 2 km of retaining walls utilizing soldier piles. All structures are situated on very soft soil, which has a great potential of liquefaction in the event of a major earthquake.
- » **Senior Engineer, Casorso Road Bridge over Mission Creek, City of Kelowna, Kelowna, British Columbia (2007):** Responsible for the design and construction of a 40 m long, two-span continuous, prestressed concrete box girder bridge over Mission Creek. This bridge consisted of two unbalanced spans of 15 m and 25 m, which required the use of two different box girder sections of 700 mm and 1100 mm deep, respectively. The bridge deck comprised a 90 mm thick asphalt overlay underlain with prefabricated waterproofing membrane directly placed on top of the prestressed concrete box girders, thereby minimizing cost by avoiding a cast-in-place concrete deck. The substructure consisted of integral abutments with steel pipe piles filled with reinforced concrete.
- » **Senior Engineer, Steinhauer Bridge Widening over Athabasca River Bridge, Alberta Infrastructure and Transportation, Fort McMurray, Alberta (2007):** Responsible for preliminary design for the widening of an existing seven-span steel I-girder bridge from a two-lane bridge to a five-lane structure over the Athabasca River. The overall length of the bridge is approximately 472 m, and after widening, the entire width of the structure is approximately 29 m. A new three-lane bridge structure was designed to be constructed on downstream side of the existing bridge and separated with a 50 m gap. Except the existing bridge piers, which are supported on spread footing founded on riverbed, all new piers were designed to be supported on drilled-in concrete caissons due to the new A.I.T. river foundation requirements. The most technical challenge of this project was to modify the original straight bridge to a curved bridge at the east end to suit the new horizontal roadway alignment. Short pieces of girders were proposed to be added on the end span to accommodate the angle and super-elevation changes of the bridge.
- » **Senior Design Engineer, North Saskatchewan River Bridge on Anthony Henday Drive Alberta Transportation, , Edmonton, Alberta (2003):** Responsible for the preliminary and detailed design of a twin, 380 m long, four-span, steel I-girder river crossing. The bridge superstructure consisted of four welded plate steel girders of 3.5 m deep and a 240 mm thick cast-in-place concrete deck. Each bridge pier was founded on two 4.6 m diameter concrete caissons of approximately 30 m deep. These caissons are the largest constructed in Alberta. The advantages of using caissons for this bridge were to minimize the size of cofferdam in the river and to reduce construction time.
- » **Senior Bridge Engineer, Birkenhead River Bridge, BC Ministry of Transportation, Pemberton, British Columbia (2003):** Responsible for the design of a 40 m long by 12.6 m wide single-span bridge over the Birkenhead River. The superstructure consisted of four steel plate girders complete with a curved cast-in-place concrete deck. The abutments were founded on competent soil on spread footings.
- » **Senior Engineer, West Fernie Bridge Replacement over Elk River, Selkirk Paving Ltd. and BMI Industrial Ltd., Fernie, British Columbia (1998):** Responsible for designing a three-span, four-lane bridge, 86 m long by 24 m wide. The superstructure consisted of precast, prestressed concrete I-girder complete with a cast-in-place concrete deck. The piers consisted of concrete caps founded on

steel pipe piles and the abutments consisted of concrete bridge seats on H-piles. The bridge crosses one of the most environmentally-sensitive rivers in North America. This project was a design-build project.

- » **Senior Engineer, Black Creek Wetlands Bridge, BC Ministry of Transportation, Courtenay, British Columbia (1998):** Responsible for the design of a three-span bridge approximately 40 m long and 120 m wide over environmentally-sensitive Black Creek. The superstructure consisted of precast, prestressed twin cell box stringers overlaid with asphalt wearing surface. The substructure consisted of cast-in-place concrete bridge seats founded on steel pipe piles.
- » **Senior Engineer, 232nd Street Bridge Replacement over South Alouette River, District of Maple Ridge, Maple Ridge, British Columbia (1995):** Responsible for the design of a three-span, two-lane, 65 m long steel bridge replacement over the environmentally-sensitive South Alouette River. The existing piers were modified and retained to support a new superstructure. Soil densification by timber piles was required to prevent ground liquefaction.
- » **Senior Engineer, Castlegar Robson Bridge (Concrete Alternate), BC Ministry of Transportation, Castlegar, British Columbia (1992):** Responsible for the design review of a 475 m long, eight-span, precast, post-tensioned I-girder bridge over the Columbia River. The heavy I-girders were divided in shorter segments to ease transportation and were spliced together, on site, by post tensioning.
- » **Senior Engineer, Fitzsimmons Creek Bridge Crossing, Municipality of Whistler, Whistler, British Columbia (1990):** Responsible for the detailed design of a 60 m single-span bridge over an environmentally-sensitive creek. Five segments of 2.4 m deep precast, prestressed, bathtub girders were used to minimize cast-in-place concreting and formwork. Segments were then spliced together by longitudinal post-tensioning.



JIM ROE, ASCT

Project Manager

PROFESSIONAL EXPERIENCE

Jim Roe is a Project Manager for MMM's Kelowna office. Jim has extensive experience in the private and public sectors having worked for the BC Ministry of Transportation and Highway (construction branch) for ten years, local government for seven years and in engineering consulting for thirteen years. Jim has specialized in assisting small and medium sized communities with their engineering and operational needs.

Jim's highway engineering experience includes some of the largest highway expansion projects ever completed in BC. Jim's local government experience was focused on infrastructure renewal and operations. Jim also served as the Manager of Public Works for two years which included the management of six water systems, three sewer systems and a \$50M biological nutrient removal wastewater plant.

Jim's consulting experience has spanned between small projects, such as feasibility studies to major capital works projects with construction values as high as \$7M. Jim currently works with several local governments and land development companies.

SELECTED PROJECT EXPERIENCE

Local Government

- » **Project Manager, Warfield Water Projects, Village of Warfield, British Columbia (2009-2010):** Early in 2009, the Village embarked on an ambitious water project to separate their system from Teck Cominco's water system. Jim acted as project manager and contract administrator on this multi-disciplinary project including 3 km of watermain, two pump stations and a new concrete reservoir.
- » **Project Manager, Columbia Gardens Water System, Regional District of Kootenay Boundary, Trail, British Columbia (2009-2010):** Works included a major pumphouse retro-fit, a new water well, 1 km of watermain and a 2,100 m³ bolted steel water tank. Fire storage for an existing industrial subdivision was the successful result of the project.
- » **Project Manager, North Westside Water System, Regional District of Central Okanagan, Fintry, British Columbia (2010-2012):** A water system was designed and constructed from scratch to service a 'dry' development of 340 lots. Works included well development, two pump stations, prv's, a 1,400 m³ concrete reservoir and 12 km of watermains.

EDUCATION

Diploma in Computer Aided Drafting Technology, Cariboo College, Kamloops, BC (1984)

PROFESSIONAL AFFILIATION

Member of Applied Science Technologists & Technicians of BC (ASTTBC)

PROFESSIONAL BACKGROUND

Project Manager, MMM Group Limited (2012 - Present)

Manager of Public Works, Regional District of Central Okanagan (2011 - 2012)

Project Manager and Partner, CTQ Consultants Ltd. (2003 - 2011)

Inspector / Designer / Surveyor / Project Manager, TRUE Consulting Group (1998 - 2003)

Designer, City of Kamloops (1993 - 1998)

Designer / Drafter / Surveyor, Ministry of Transportation and Highways, Construction Branch (1984 - 1993)

Works were completed in one construction season by utilizing four separate general contractors. Jim acted as project consultant, contract administration and later on in the project, the Owner's representative.

- » **Project Manager, Cranbrook – Various Projects, City of Cranbrook, British Columbia (2010):** Worked with City engineering and facilities staff on various projects including water system replacements, water system modeling, parking lot reconstruction, highway frontage road improvements and a major upgrade to a post-war era arena.

Studies / Reports

- » **Project Manager / Report Writer, Montrose Water Source Assessment, Village of Montrose (2010)**
- » **Project Manager, Rossland Road Condition and Risk Assessment, City of Rossland, Rossland, British Columbia (2010)**
- » **Grant Writer, Various Local Governments (2009–Present)**

Land Development

- » **Project Manager, Various Projects, Emil Anderson Construction, Kelowna, British Columbia (2006–2011):** Managed all aspects of design and construction of site servicing and offsite improvements at various sites in and around Kelowna.
- » **Project Manager, Blackstone Developments, Acorn Communities, Kelowna, British Columbia (2007–2008):** Managed the rezoning, design and construction of a 24-lot bareland strata development.
- » **Project Manager, Various Projects, Troika Developments, Kelowna, British Columbia (2006–2010):** Managed all aspects of on-site and off-site servicing at various development sites in Kelowna.

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held January 15, 2015 in the Jack Goddard Memorial Arena Meeting Room

Present

Gene Robert
Cindy Strukoff
George Longden
Dean Engen
Ken Johnston
Roland Russell

Absent

Michael Wirischagin

Staff

Tom Sprado/Lilly Bryant

Guest

Julia Butler-Member at Large

Agenda

1. M/S George Longden/Ken Johnston that the agenda is adopted as amended.

Carried

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

Carried

Business Arising from the Minutes

Gymnastics Opportunity- Recreation Staff indicated that without commitment from a certified instructor or a space, we cannot move forward with a program.

Old Business

Review Capital Budget Projects:

Grand Forks Arena Lighting upgrade to LED capital project

3. M/S Julia Butler/ George Longden, that the Grand Forks Recreation Commission supports the 2015 Arena Light Upgrade Capital project request for the Jack Goddard Memorial Arena in Grand Forks in the amount of \$40,000.

Carried

Aquatic Centre Ultraviolet Light UV Treatment:

4. M/S Ken Johnston/Julia Butler that the Recreation Commission supports the 2015 Ultraviolet Light Disinfection System capital project request for the Aquatic Centre in the amount of \$60,000.

Carried**Curling Rink Dehumidification Project:**

5. M/S Ken Johnston/George Longden that the Recreation Commission supports the 2015 Curling Rink Dehumidification Capital Project request for the Grand forks Curling Rink in the amount of \$50,000.

Carried**Grants to Local Organizations:**

Learning Garden Group Grant in aid amount of \$5,000 has been identified in the 2015 Budget. The project was approved in principle in 2014. A grant was never given to the Agriculture Society to forward to the Learning Garden Group.

6. M/S Ken Johnston/Cindy Strukoff that the Recreation Commission supports the 2015 Grants to Local Organization request for the Learning Garden Group in the amount of \$5,000

Carried

Community Gardens- George Longden updated the Recreation Commission that there is a Learning Garden planning meeting schedule on Saturday, January 17th from 10 to 3pm.

7. M/S Dean Engen/Cindy Strukoff that the Learning Garden Group provide the Recreation Commission with an update on the project.

Defeated

Amended motion: M/S Dean Engen/Cindy Strukoff that George Longden will invite the Learning Garden Group to provide an update on the project to the Recreation Commission.

Carried**New Business:**

8. M/S Dean Engen/George Longden that Julia Butler is appointed to the Grand Forks Recreation Commission as a member at large.

Carried**Midway Curling Rink:**

The Midway Curling rink ice plant "Chiller" broke down in December. The Grand Forks Curling Club had a refrigeration unit in storage that was not needed anymore and we allowed the Midway Curling Club the use of the

refrigeration unit. The question is what is fair market value for the refrigeration unit?

9. M/S George Longden/Cindy Strukoff that the Grand Forks Recreation Commission recommended that the Grand Forks Curling Club should be compensated at fair market value for the refrigeration unit.

Carried

- Roley Russell indicated the Grand Forks Recreation Commission mandate does not include the Grand Forks Curling Rink and that he would deal with the situation at the RDKB Board level.

Recreation Drop In Community Programs: Pickleball - Staff will put detailed advertising in the spring and summer flyers with the location, times and contact name and phone number for the program.

Other Business Arising from the Floor:

BETH: Gene spoke about the facility and asked if the Grand Forks Recreation Commission would donate more shower passes for the long term participants.

10. M/S Dean Engen/Julia Butler that the Recreation Commission provide more shower passes to the drop In program.

Carried

Adjournment

11. Moved by Dean Engen that the meeting be adjourned.

Carried

Lilly Bryant, Recording Secretary

Gene Robert, Chairman

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held November 13, 2014 in the Jack Goddard Memorial Arena Meeting Room

Present

Gene Robert
Cindy Strukoff
George Longden
Dean Engen
Michael Wirischagin
Ken Johnston
Roland Russell

Absent

Brian Taylor

Staff

Tom Sprado/Lilly Bryant

Agenda

1. M/S Michael Wirischagin/George Longden that the agenda is adopted as amended.

Carried

2. M/S Dean Engen/Michael Wirischagin that the minutes of the regular meeting of October 9th be accepted as circulated

Carried

Business Arising from the Minutes

The 2015 fees and charges – Discussion about members being absent and not receiving the updated 2% increase form.
In the future include all agenda correspondence when sending out the packages.

Old Business

Community Gardens- George Longden updated the Recreation Commission

The group has moved forward with the sign design. Peter Matheson is working with Darlene Sheets to finalize the sign project.

Tom Sprado met with Peter Matheson and Graham Watt regarding the plans to include the Aquatic Centre in the project.

Adjournment

3. Moved by George Longden that the meeting be adjourned.

Lilly Bryant, Recording Secretary

Gene Robert, Chairman



**Beaver Valley Recreation Committee
Minutes
Tuesday, January 13, 2015
Beaver Valley Arena Meeting Room, Fruitvale, BC
4:30 pm**

Committee members present:

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

Staff present:

J. MacLean, Chief Administrative Officer
M. Daines, Manager of Facilities and Recreation
M. Forster, Executive Assistant/Recording Secretary

CALL TO ORDER

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

ELECTION OF VICE-CHAIR

Mark Daines, Manager of Facilities and Recreation, called a first time for nominations for the position of Vice Chair of the Beaver Valley Recreation Committee for 2015.

Moved: Director Danchuk

That Director Cecchini be nominated for Vice Chair of the Beaver Valley Recreation Committee for 2015.

Director Cecchini accepted the nomination.

Mark Daines, Manager of Facilities and Recreation, called a second time for nominations for the position of Vice Chair of the Beaver Valley Recreation Committee for 2015.

Mark Daines, Manager of Facilities and Recreation, called a third time for nominations for the position of Vice Chair of the Beaver Valley Recreation Committee for 2015.

There being no further nominations, Director Cecchini was declared by acclamation, the Vice Chair of the Beaver Valley Recreation Committee for 2015.

ACCEPTANCE OF THE AGENDA (additions/deletions)

The agenda for the January 13, 2015 Beaver Valley Recreation Committee meeting was presented. The agenda was amended with the inclusion of a late agenda item being a staff report from J. MacLean, CAO. A draft policy on how to introduce or remove new programs or services within the Beaver Valley Recreation Parks and Trails Committee was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the agenda for the January 13, 2015 Beaver Valley Recreation Committee be adopted as amended.

Carried.

ADOPTION OF MINUTES

The minutes of the Beaver Valley Recreation Committee meeting held November 12, 2014 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the minutes of the Beaver Valley Recreation Committee meeting held November 12, 2014 be adopted as presented.

Carried.

DELEGATIONS

There were no delegations present.

UNFINISHED BUSINESS**Beaver Valley Recreation Committee Memorandum of Action Items**

The Beaver Valley Recreation Committee Memorandum of Action Items for the period ending November 30, 2014 was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the Beaver Valley Committee Memorandum of Action Items for the period ending November 30, 2014 be received as presented.

Carried.

The Committee was informed that both Fruitvale and Montrose Councils have been contacted by D. Bedin regarding the Nitehawks' request for advertising on the Villages' highway entrance signs. Both Councils' have requested a formal proposal from D. Bedin. Director Danchuk will follow up on the Councils' requests.

**M. Daines, Manager of Facilities and Recreation
re: Amended Budget Requests from Villages of Fruitvale and Montrose**

A staff report from M. Daines, Manager of Facilities and Recreation, regarding the amended budget requests from Villages of Fruitvale and Montrose was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the staff report from M. Daines, Manager of Facilities and Recreation, regarding the amended budget requests from Villages of Fruitvale and Montrose be received as presented.

Carried.

M. Daines, Manager of Facilities and Recreation, informed the Committee that total reimbursement charges will change to approximately \$53,000 (final numbers not in yet) and the budget will be brought back to the Committee for review again.

**M. Daines, Manager of Facilities and Recreation
re: 2015 Amended Parks and Trails Budget**

A staff report from M. Daines, Manager of Facilities and Recreation, regarding the 2015 Amended Parks and Trails Budget was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the staff report from M. Daines, Manager of Facilities and Recreation, regarding the 2015 Amended Parks and Trails Budget be received as presented.

Carried.

**M. Daines, Manager of Facilities and Recreation
re: Strategic Goals and Objectives**

A staff report from M. Daines, Manager of Facilities and Recreation, regarding Strategic Goals and Objectives was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the staff report from M. Daines, Manager of Facilities and Recreation, regarding Strategic Goals and Objectives be received as presented.

Carried.

NEW BUSINESS

**M. Daines, Manager of Facilities and Recreation
re: Swimming Program at Champion Lakes**

A staff report from M. Daines, Manager of Facilities and Recreation, regarding the Swimming Program at Champion Lakes was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the staff report from M. Daines, Manager of Facilities and Recreation, regarding the Swimming Program at Champion Lakes be received as presented.

Carried.

The Committee was informed that establishing a Swimming Program at Champion Lakes is possible however the cost of staffing and other resources will still need to be investigated. The report was provided for informational purposes only.

Discussion Item

**A. Grieve, Chair - Beaver Valley Recreation Committee
re: Beaver Valley Recreation Committee 101**

M. Daines, Manager of Facilities and Recreation, presented the Committee members with a proposed presentation for the upcoming Beaver Valley Recreation Committee 101 session. The Committee discussed the proposed format and goals of the Beaver Valley Recreation Committee 101 session scheduled to be held on January 14, 2015 in Fruitvale. The Villages of Fruitvale and Montrose Councils have been invited to attend.

Discussion Item

**A. Grieve, Chair - Beaver Valley Recreation Committee
re: Beaver Valley Recreation Town Hall Meeting**

The Committee discussed the merits of holding a Beaver Valley Recreation Town Hall meeting in the near future as an information sharing session. The Beaver Valley Recreation Town Hall meeting has been scheduled for February 3, 2015.

Discussion Item

**A. Grieve, Chair - Beaver Valley Recreation Committee
re: City of Trail Meeting**

The Committee reaffirmed their 2014 commitment to meet with the City of Trail to explore a new Recreation Funding Agreement.

LATE (EMERGENT) ITEMS**J. MacLean, Chief Administrative Officer
re: Beaver Valley Recreation, Parks and Trails Service Delivery Policy**

A staff report from John MacLean, Chief Administrative Officer, regarding a proposed policy on Beaver Valley Recreation, Parks and Trails Service Delivery was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the staff report from John MacLean, Chief Administrative Officer, regarding a proposed policy on Beaver Valley Recreation, Parks and Trails Service Delivery be received as presented.

Carried.

The proposed policy was developed as a result of a Service Review that was held in the fall of 2014. The policy proposed changes in service delivery by establishing the process for the Beaver Valley Recreation, Parks and Trails Committee to consider and evaluate proposals to add, subtract or significantly alter services offered.

Moved: Director Cecchini Seconded: Director Danchuk

The Committee hereby endorses the Beaver Valley Recreation, Parks and Trails Service Delivery Policy, with the addition, that should a proposed change to a service be presented to the Manager of Facilities and Recreation after the September 15th deadline, the proposed change will go to the Committee for consideration. **And further**, the Committee hereby recommends that the Policy, Executive and Personnel Committee approve the amended Beaver Valley Recreation, Parks and Trails Service Delivery Policy.

Carried.

**Director Cecchini, Beaver Valley Recreation Committee Member
re: Age Friendly Coordinator**

Director Cecchini requested an amendment to the Age Friendly Coordinator Position with a request to provide additional funding for one extra day per week. The Village of Fruitvale staff will provide some background information for this request before a decision is made.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

There was no discussion of items for future meetings.

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period for public and media was not required.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

The meeting was adjourned at 5:55 pm.



Electoral Area Services

Minutes

Thursday, January 15, 2015, 6:00 p.m.
RDKB Board Room, 843 Rossland Ave., Trail, BC

Directors Present:

Director Linda Worley, Chair
Director Roly Russell
Director Ali Grieve
Director Grace McGregor
Director Vicki Gee

Staff Present:

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

CALL TO ORDER

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

ELECTION OF VICE-CHAIR

Mark Andison, General Manager of Operations/Deputy CAO called a first time for nominations for Vice-Chair of the Electoral Area Services Committee for the year 2015 as follows:

Moved: Director Grieve

That Director Russell be nominated for the position of Vice-Chair of the Electoral Area Services Committee for 2015.

Director Russell accepted the nomination.

There being no further nominations, Director Russell was declared Vice-Chair of the Electoral Area Services Committee for the year 2015.

January 15, 2015

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ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

January 15, 2015

Chair Worley stated there were additions to the agenda. Namely, items 7K) Change to liquor license application; 7L) Beaver Creek Park Gas Tax application, and 7M) Christina Lake Elementary PAC Gas Tax application.

Moved: Director McGregor

Seconded: Director Russell

That the January 15, 2015 Electoral Area Services Agenda be adopted as amended.

Carried.

MINUTES

November 13, 2014

Moved: Director McGregor

Seconded: Director Grieve

That the minutes of the November 13, 2014 Electoral Area Services Committee meeting be received.

Carried.

DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Electoral Area Services Committee Memorandum of Action Items for the period ending December 2014 was presented.

Donna Dean, Manager of Planning and Development, noted that the KRWMP item to provide updates by Nov. 2015 if additional gas tax funds are required should state 'in progress' instead of 'complete'.

Moved: Director McGregor

Seconded: Director Grieve

That the Electoral Area Services Committee Memorandum of Action Items for the period ending November 2014 be received as presented.

Carried.

Mt. Baldy Bylaw Amendment**RE: Request for Bylaw Amendments from Strata 1840**

The staff report regarding the request for Mt. Baldy bylaw amendments from Strata KAS1840 was presented.

Donna Dean, Manager of Planning and Development reviewed this item with the Committee members. Director Gee stated that she has heard complaints from a few people who have strong opinions about this bylaw change and an in-person meeting has been requested.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the request for Mt. Baldy bylaw amendments from Strata KAS1840 be received as presented.

Carried.

Moved: Director McGregor

Seconded: Director Gee

That staff be directed to forward the referral regarding the request for Mt. Baldy bylaw amendments from Strata KAS1840 to the Electoral Area 'E'/West Boundary Advisory Planning Commission to provide an opportunity for an in-person meeting.

Carried.

Staff Attendance at UBCM Convention and Similar Events

The staff report regarding "Staff Attendance at UBCM Convention and Other Events" from Mark Andison, General Manager of Operations/Deputy CAO was presented.

Mark Andison, General Manager of Operations/Deputy CAO, reviewed the staff report with the Committee members. There was general discussion regarding funding and costs to send a member of staff to conventions. It was noted that sending a staff member is very beneficial as it provides an opportunity for education and networking.

Moved: Director Russell

Seconded: Director McGregor

That the staff report regarding "Staff Attendance at UBCM Convention and Other Events" from Mark Andison, General Manager of Operations/Deputy CAO be received as presented.

Carried.

Moved: Director Gee

Seconded: Director McGregor

That staff be given the opportunity to attend conventions (UBCM) subject to the financial situation in any given year.

Carried.

Benefits for Elected Officials

Director Worley reviewed this issue with the Committee members. She stated there needs to be a minimum number of participants for this to proceed. There was discussion on medical/dental coverage and the costs/funding associated with it.

Moved: Director McGregor

Seconded: Director Grieve

That staff be directed to send out information on Medical and Dental benefits to all the Board members to see if there is any interest in proceeding further.

Carried.

NEW BUSINESS

OGIERMAN, Yves & Christian

RE: MOTI Subdivision

1715 Nicholson Creek Rd., Area 'E'/West Boundary
DL 163s, SDYD, Except Plans 12138 and KAP44472
RDKB File: E-163s-01980.000

The staff report regarding the subdivision referral from the Ministry of Transportation and Infrastructure regarding a proposed subdivision for the parcel legally described as DL 163s SDYD except Plans 12138 AND KAP44472 was presented.

Donna Dean reviewed this application with those present. It was noted there was a date error in the correspondence presented. Also the recent changes with the Agricultural Land Commission were discussed. Letters have been sent to those applicants whose applications are in progress to advise them of these changes. There was some discussion on the responsibility of the Rural Area Directors to advise applicants on these changes.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the subdivision referral from the Ministry of Transportation and Infrastructure regarding a proposed subdivision for the parcel legally described as DL 163S SDYD except Plans 12138 AND KAP44472, be received as presented and the comments from the APC be forwarded to the Ministry of Transportation and Infrastructure for consideration.

Carried.

JOHNSTON, Darren/ARMSTRONG, Paul**RE: Development Permit**

3375 White Rd., Electoral Area 'C'/Christina Lake

Lot 8, DL 2104, SDYD, Plan KAP2992, EXCEPT PARCEL A (DD 133607F) ON PLAN B6285

RDKB File: C-2104-05057.000

The staff report regarding the application submitted by Darren Johnston for a Development Permit for the parcel legally described as Lot 8, DL 2104, SDYD, Plan KAP2992, except parcel A (DD 133607F) on Plan B6285 was presented.

This application was reviewed by Donna Dean. There is a type 2 sewer system in place and the Engineer involved stated it is adequate for the proposed new construction. There was discussion regarding seasonal vs. full time residents and the low flow plumbing requirements in the BC Building Code.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the application submitted by Darren Johnston for a Development Permit for the parcel legally described as Lot 8, DL 2104, SDYD, Plan KAP2992, except parcel A (DD 133607F) on Plan B6285, be received as presented.

Carried.

FORTISBC Energy Inc.**RE: Zoning Bylaw Amendment**

RDKB File: C-313-02632.305/C-49

The staff report regarding the application submitted by FortisBC to amend Section 306 of the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300, 2007 to allow for an exception rule to minimum parcel size requirements for public utility uses, radio or television broadcasting antennae, and air or navigation aids was presented.

This application was reviewed by Donna Dean and a slideshow was presented. Director McGregor stated her support of this application and the exemption of minimum parcel size for utility companies.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the application submitted by FortisBC to amend Section 306 of the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300, 2007 to allow for an exception rule to minimum parcel size requirements for public utility uses, radio or television broadcasting antennae, and air or navigation aids, be received as presented.

Carried.

Moved: Director McGregor

Seconded: Director Grieve

That the application submitted by FortisBC to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300, 2007 to allow for an exception rule to minimum parcel size, be supported AND FURTHER that staff be directed to draft an amendment bylaw for presentation to the Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed zoning bylaw amendment.

Carried.

Planning and Development Department - 2014 Annual Report

The Staff Report regarding the Planning and Development Department's 2015 Annual Report was presented.

Donna Dean updated the Committee members on the 2014 annual report by presenting a powerpoint presentation. Director Gee inquired about trails mapping and the attainable housing committee.

Moved: Director McGregor

Seconded: Director Russell

That the Staff Report regarding the Planning and Development Department's 2015 Annual Report be received as presented.

Carried.

Planning and Development Department's Proposed 2015 Work Program and Five-Year Financial Plan

The staff report regarding the Planning and Development Department's Proposed 2014 Work Program and Five-Year Financial Plan was presented.

Donna Dean, Manager of Planning and Development, presented a powerpoint which reviewed the major projects proposed for 2015. There was discussion on budgeting and salary/benefits and the Finance Committee's role.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the Planning and Development Department's Proposed 2014 Work Program and Five-Year Financial Plan be received as presented.

Carried.

Moved: Director McGregor

Seconded: Director Gee

That the Electoral Area Services Committee recommends to the Regional District of Kootenay Boundary Board of Directors, through the Finance Committee, that the Proposed 2015 Work Program including the Five-Year Financial Plan for the Regional District of Kootenay Boundary Planning and Development Department be approved.

Carried.

2015 Planning and Development Department Application Process and Meeting Schedule

The 2015 Planning and Development Department Application Process and Meeting Schedule was presented.

Moved: Director Grieve

Seconded: Director McGregor

That the 2015 Planning and Development Department Application Process and Meeting Schedule be received as presented.

Carried.

Meeting Time for Electoral Area Services Committee

Director Worley opened the conversation stating that EAS meetings will be held even if there's only 1 item on the agenda as it's important to the applicant. Director Grieve polled those present on the best time for everyone. Director McGregor's concern is that everyone is able to attend the meetings. Alternates should be available to attend if need be. It was noted that 6 p.m. is a better time for the public to attend the meetings. It was agreed upon by the Committee members that 5:00 p.m. is an agreeable time for everyone.

Moved: Director Grieve

Seconded: Director Russell

That the Electoral Area Services Committee meetings will now be held at 5:00 p.m. instead of 6 p.m.

Carried.

Moved: Director Grieve

Seconded: Director McGregor

That the July and August Electoral Area Services meetings will be held at the discretion of the Chair of the Electoral Area Services Committee and only if there are urgent items to discuss.

Carried.

Grant in Aid Report

The Grant in Aid report was presented.

Moved: Director Grieve

Seconded: Director Russell

That the Grant in Aid report be received as presented.

Carried.

Gas Tax Report

The Gas Tax report was presented.

There was discussion on Gas Tax funding and if it will continue in the future.

Moved: Director McGregor

Seconded: Director Gee

That the Gas Tax report be received as presented.

Carried.

Christina Lake Community Nature Park**RE: Gas Tax Application**

The Christina Lake Stewardship Society Gas Tax application in the total amount of \$42,763.11 (2015-2018) for the Christina Lake Riparian and Wetland Demonstration Site and Native Plant Nursery was presented.

Director McGregor updated the Committee members on this ongoing project.

Moved: Director McGregor

Seconded: Director Russell

That the Christina Lake Stewardship Society Gas Tax application in the total amount of \$42,763.11 (2015-2018) for the Christina Lake Riparian and Wetland Demonstration Site and Native Plant Nursery, be received as presented.

Carried.

Moved: Director Russell

Seconded: Director Grieve

That the Christina Lake Stewardship Society Gas Tax application in the total amount of \$42,763.11 (2015-2018) for the Christina Lake Riparian and Wetland Demonstration Site and

Native Plant Nursery be forwarded to the RDKB Board of Directors with a recommendation of approval.

Carried.

Sessions (0985028 BC Ltd.)

RE: Temporary Change to Liquor License

20 Kettle View Road, Big White

Lot 1, DL4109s, SDYD, Plan KAS351

RDKB File: BW-4109s-07387.050

The staff report regarding the application for a Temporary Change of Hours submitted by MJB Lawyers, as agent for Sessions (0985028 BC Ltd.) for the property legally described Lot 1, DL4109s, SDYD, Plan KAS351 was presented.

This application was reviewed with the committee members by Donna Dean. She stated the applicants are requesting a change for 1 day only for 1 hour only to celebrate Australia day.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the application for a Temporary Change of Hours submitted by MJB Lawyers, as agent for Sessions (0985028 BC Ltd.) for the property legally described Lot 1, DL4109s, SDYD, Plan KAS351, be received as presented.

Carried.

Moved: Director Russell

Seconded: Director Grieve

That Part 12 of the application for a Temporary Change of Hours submitted by MJB Lawyers, as agent for Sessions (0985028 BC Ltd.) one hour extension from 12 midnight to 1 am for one night Sunday January 25, 2014, be completed by the local government with a comment of no objection, provided the applicant notify the Big White Fire Department and the Commissionaires BC at Big White in writing of the proposed change in the hours of operation.

Carried.

**Gas Tax Application - Beaver Creek Provincial Park
Electoral Area 'A'**

The Gas Tax application submitted by the Regional District of Kootenay Boundary for the construction of a band shell/arbor at Beaver Creek Provincial Park in Electoral Area 'A' for the amount of \$100,000.00 was presented.

Director Grieve updated the Committee members on this time sensitive application. Mark Andison reviewed the gas tax application process and he stated there is a staff committee who reviews each gas tax application.

Moved: Director Grieve

Seconded: Director McGregor

That the Gas Tax application submitted by the Regional District of Kootenay Boundary for the construction of a band shell/arbor at Beaver Creek Provincial Park in Electoral Area 'A' for the amount of \$100,000.00, be received as presented.

Carried.

Moved: Director Grieve

Seconded: Director McGregor

That the Gas Tax application submitted by the Regional District of Kootenay Boundary for the construction of a band shell/arbor at Beaver Creek Provincial Park in Electoral Area 'A' for the amount of \$100,000.00 be forwarded to the RDKB Board of Directors with a recommendation of approval.

Carried.

**Christina Lake Elementary Parent Advisory Council
RE: Gas Tax Application**

The Gas Tax application submitted by the Christina Lake Elementary Parent Advisory Council in the amount of \$36,880.00 for the construction of a Hulitan - Outdoor Classroom was presented.

Director McGregor reviewed the application with those present. It was noted that a metal roof may not be the best option for a school, as snow sliding off could pose a danger to students.

Moved: Director McGregor

Seconded: Director Grieve

That the Gas Tax application submitted by the Christina Lake Elementary Parent Advisory Council in the amount of \$36,880.00 for the construction of a Hulitan - Outdoor Classroom, be received as presented.

Carried.

Moved: Director McGregor

Seconded: Director Grieve

That the Gas Tax application submitted by the Christina Lake Elementary Parent Advisory Council in the amount of \$36,880.00 for the construction of a Hulitan - Outdoor Classroom, be forwarded to the RDKB Board of Directors with a recommendation of approval.

Carried.

LATE (EMERGENT) ITEMS

RDKB Banners

There was discussion regarding purchasing new RDKB Banners and magnetic car banners with the RDKB colours on them.

Moved: Director McGregor

Seconded: Director Grieve

That Staff be directed to update the RDKB Banners and vehicle magnet banners on request.

Carried.

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

EAS overall Budget

Terms of Reference to go to the PEP Committee for review.

QUESTION PERIOD FOR PUBLIC AND MEDIA

The public and media were not present.

CLOSED (IN CAMERA) SESSION

A closed (in camera) session was not required.

ADJOURNMENT

There being no further items for discussion, Chair Worley adjourned the meeting at 7:40 p.m.



**East End Services Committee
Minutes**

**Tuesday, January 20, 2015
Trail Board Room
4:30 P.M.**

Directors Present

Director A. Grieve - Chair
Director K. Moore
Director M. Martin
Director T. Pahl
Director P. Cecchini
Director C. Cook (Alternate)
Director B. Edwards (Alternate)

Staff Present:

J. MacLean, Chief Administrative Officer
T. Lenardon, Manager of Corporate Administration/Recording Secretary
T. Martin, Fire Chief, KBRFR
D. Derby, Deputy Fire Chief, KBRFR
C. Goldsbury, Police-Based Victims Assistance Program Manager
M. Daines, Manager of Facilities and Recreation
B. Burget, General Manager of Finance
M. Andison, General Manager of Operations/Deputy Chief Administrative Officer

Call to Order

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

Acceptance of the Agenda (additions/deletions)

The agenda for the January 20, 2015 meeting of the East End Services Committee was presented.

Moved: Director Moore

Seconded: Director Cecchini

That the agenda for the January 20, 2015 meeting of East End Services Committee be adopted as presented.

Carried.

Minutes

The minutes of the East End Services Committee meeting held November 5, 2014 were presented.

Moved: Director Cecchini

Seconded: Director Pahl

That the minutes of the East End Services Committee meeting held November 5, 2014 be adopted as presented.

Carried.

Delegations**Trail Wildlife Association****R. Frew & A. Mallette**

The Chair welcomed Mr. Frew and Mr. Mallette to the meeting.

Mr. Frew advised that the Trail Wildlife Association has partnered with Selkirk College and JL Crowe, in addition with other regional stakeholders, to undertake an inventory of wildlife habitat in the Columbia River Corridor between the Hugh Keenleyside Dam and the International Boundary.

The organization is concerned about the increased level of motorized and off-road vehicle use, industrial expansion and industrial forestry developments resulting in the loss of wildlife especially that of the mule deer. There are also concerns related to negative impacts to the overall ecosystem and the reduction of access to the river corridor. The Wildlife Association is moving forward with a Lower Columbia River

Planning and Inventory Proposal. The intent of the proposal is to bring awareness to, and develop options for, obtaining more land for the wildlife habitat in this area.

The study will survey lands adjacent to the river corridor, the surrounding bench lands and the drainage basins of the major tributary creeks. It is designed to identify pristine wildlife habitat that may be set aside as conservation areas and identify impacted wildlife habitat whose environmental values to be enhanced by interventions such as planting, thinning and prescribed burning.

The delegates answered questions from the Committee including inquiries regarding the different professionals they would be working with, the required labour to undertake the work, the technical and technological expertise that will be needed and the funding requirements and expenses thereof.

The Wildlife Association would like to commence with the baseline mapping piece of the proposal in 2015.

The delegates requested that the Committee provide a letter of support for the Trail Wildlife Association's Lower Columbia River Planning and Inventory Proposal.

Moved: Director Cecchini

Seconded: Director Martin

That the East End Services Committee recommends to the Regional District of Kootenay Boundary Board of Directors that the Trail Wildlife Association be provided with a letter that communicates support for the Lower Columbia River Planning and Inventory Proposal.

Carried.

Election of Vice Chair

The Chair called a first time for nominations for Vice-Chair of the East End Services Committee for the year 2015.

Moved: Director Moore

That Director Cecchini be nominated as Vice-Chair of the East End Services Committee for the year 2015.

Director Cecchini accepted the nomination.

The Chair called a second and final time for nominations for Vice-Chair of the East End Services Committee for the year 2015.

There being no further nominations, Director Cecchini was declared by acclamation the Vice-Chair of the East End Services Committee for the year 2015.

Unfinished Business

The Memorandum of Committee Action Items ending November 30, 2014 was presented.

Moved: Director Pahl Seconded: Alternate Director Cook

That the Memorandum of Committee Action Items be received.

Carried.

The Chief Administrative Officer provided updates for East End Transit Services and the Fire Services Regional Training Facility.

Director Moore expressed concerns that the addition of \$10,000 to the KBRFR 2015 Financial Plan for employing a consultant to design the Regional Training Facility may be premature when to date, overall approval for the development of such a facility has not been granted.

The Chief Administrative Officer advised that the addition of these funds is only a proposal at this time and that the formal allocation of funds will not be approved until the East End Services Committee approves moving forward with the project.

New Business

J. MacLean-Jan 16/15 re: Financial Plans

A staff report from John M. MacLean, CAO regarding the Financial Plans for the Kootenay Boundary Regional Fire Rescue, Kootenay Conventional and Custom Transit, Cemeteries, Culture, Arts and Recreation in the Lower Columbia, Police Based Victims Assistance and East End Economic Development Services was presented.

Moved: Alternate Director Cook Seconded: Director Pahl

That the staff report from John M. MacLean, CAO regarding the Financial Plans for the Kootenay Boundary Regional Fire Rescue, Kootenay Conventional and Custom Transit, Cemeteries, Culture, Arts and Recreation in the Lower Columbia, Police Based Victims Assistance and East End Economic Development Services be received.

Carried.

Kootenay Boundary Regional Fire Rescue

Chief Martin and Deputy Chief Derby presented the proposed Budget and Five Year Financial Plan noting that to date; the Budget shows a .57% increase in the requisition. A few purchases, projects and expenses have been deleted in attempts to maintain a 0% requisition increase.

Chief Martin reviewed items that have not been included in the budget, but should be considered based on recommendations from the Fire Services Review report (Mitchell Report). Priority items include the Fire Training Centre facility, the training grounds and a Training Officer. \$10,000 has been included in the proposed budget for hiring a consultant to design a training centre.

Staff answered questions regarding what type of training facility is being considered and what the possible benefits and cost-savings of a stand-alone training facility rather than in-house training and off-site training would be. A partnership with Teck would split the overall costs for the facility with the KBRFR Service. To date staff have a verbal agreement in place with Teck however at this point a formal signed agreement is still required. Teck staff are still pursuing the availability of land on Teck property for the facility. RDKB staff will be pursuing other possible partnerships. The proposed training centre would be an all encompassing facility rather than specialized.

Director Moore stated that a business case needs to be developed to illustrate why a training facility is needed and what the value, benefits, efficiencies and costs would be. She noted that it may be cheaper to send fire fighters to the Nelson facility than constructing, staffing, operating and maintaining a RDKB facility.

The Chief Administrative Officer noted that before a business case can be drafted, staff need a better understanding of the capital and design costs. Staff will be able to commence some of the business case work and a capital plan, however finances will be required to hire a professional to formalize and complete the exercise and it was;

Moved: Director Cecchini Seconded: Director Pahl

That before the \$10,000 that is presently allocated in the Budget for the Fire Training Centre has been expended, that Staff commence with the necessary procedural steps for developing a business case and present the information back to the Committee.

Carried.

Director Martin inquired as to how a Training Officer would operate should a training facility not be developed.

Deputy Chief Derby advised that the Training Officer position is a high priority and is required to manage not only the training grounds but to oversee the overall training that is required within the department. The Fire Commissioner sets the training requirements. Training demands and certification requirements are changing and a dedicated Training Officer would provide the capacity to lead, organize and track training on a daily basis. Training costs may be 50% cheaper if training was done locally. More research will be required.

At the next Committee meeting in February, staff will make a presentation on the Training Officer position. Financial information and excerpts from the Fire Services Review report (Mitchell Report) will also be provided. The discussion and related presentation will be on the Training Officer position only (eg separate from the Training Centre).

Director Martin noted that a business case to justify a Training Officer position would assist in decision-making, and it was;

Moved: Director Martin

Seconded: Director Pahl

That staff draft a business case for the Training Officer position and present the information back to the Committee.

Carried.

A report illustrating the ongoing costs as the project moves forward, the contribution from potential partners, and the cost-savings the position would bring should also be provided.

The Deputy Fire Chief advised that staff need direction with respect to the timing of ordering a chassis for one of the pumper trucks. \$10,000 will be required to be added to the proposed Budget for this purpose. This is a high priority as the department has been reduced by one pumper vehicle since November 2014.

Moved: Director Martin

Seconded: Director Cecchini

That staff be directed to proceed with ordering the pumper truck chassis as soon as possible. **FURTHER** that \$10,000 be allocated in the 2015 Budget for this purpose.

Carried.

**Kootenay Boundary Regional Fire Rescue Service
Sept-Dec/14 Statistical and Year End (2014) Reports**

The Statistical Reports for September, October, November and December 2014 and the 2014 Year End Report from the Kootenay Boundary Regional Fire Rescue Service were presented.

Moved: Director Cecchini

Seconded: Director Moore

That the Statistical Reports for September, October, November and December 2014 and the 2014 Year End Report Summary for the Kootenay Boundary Regional Fire Rescue Service be received.

Carried.

The Fire Chief explained the format of the reports and reviewed the information with the Committee members. He suggested that the information from the 2014 Year End Report could be included in the Monthly Statistical Reports, should the Committee wish this information to be added each month.

The Committee reviewed the reports.

Staff will prepare and include a dialogue/narrative for inclusion at the beginning of the reports which will identify key challenges, issues, concerns and trends.

The meeting was adjourned at 5:40 p.m.

The Chair reconvened the meeting at 5:55 p.m.

Police Based Victims Assistance

The Chair introduced Corrie Goldsbury, Victims Services Program Manager to the meeting.

Ms. Goldsbury reviewed the highlights of the proposed 2015 Budget and Five Year Financial Plan including increases in salaries for the volunteers, a reduction in the training budget due to local training opportunities, the reserve account and the level of funding that is provided by the Ministry.

Staff answered questions regarding the decreased funding provided by the Solicitor General. In 2014, the RDKB forwarded to the Ministry of Justice requesting that the Ministry review its contribution to this service and to consider indexing. Several other local governments also expressed similar concerns. The Ministry responded by providing all victim service units with a one-time only 2% wage grant.

After further review, it was;

Moved: Director Cecchini Seconded: Director Martin

That the East End Services Committee recommends to the Regional District of Kootenay Boundary Board of Directors that a resolution recommending an increase in the Ministry of Justices' funding contribution to Police Based Victims Assistance services be forwarded to the April 2015 Association of Kootenay Boundary Local Governments (AKBLG) Convention with further advancement for inclusion at the resolution sessions at the September 2015 Union of British Columbia Municipalities (UBCM).

Carried.

Kootenay Conventional and Custom Transit

The Chief Administrative Officer explained that the proposed Transit Budget will be amended with up-to-date figures from BC Transit and that in its present form it is only a very preliminary draft.

When final figures from BC Transit are included, the Budget will illustrate a service increase that was approved in the Fall of 2014 for the Saturday service to Castlegar commencing in March 2015.

There was a discussion regarding the surplus, advertising revenue, farebox revenue and ridership.

The Committee will be provided a revised and more accurate Budget that will include the BC Transit information in February.

East End Cemeteries

The Committee reviewed the East End Cemeteries Budget for the Columbia Cemetery-City of Rossland Heritage Cemetery, the Mountain View Cemetery-City of Trail and Fruitvale Cemetery.

There was a brief discussion regarding the Budget and the requests from the three communities, which are reflected in the Budget.

Further discussion will be take place at the February meeting.

Culture, Arts and Recreation for the Lower Columbia

The Chair welcomed Mark Daines, Manager of Facilities and Recreation to the meeting.

Mr. Daines explained that in this Budget he is responsible for the capital, operations and maintenance costs for the Greater Trail Community and Arts Centre (GTCAC). He reviewed budget highlights for the Charles Bailey Theatre including revenues and expenses for the Theatre Box Office, contracted services, user groups such as Selkirk College, the Trail Gymnastics Club, the Seniors Citizens Association, Visac Gallery and other performance groups.

The Manger of Facilities and Recreation noted the challenges with maintaining a 0% requisition and advised that other than painting, new carpets and linoleum that there are no capital projects scheduled for the GTCAC in 2015.

This Budget also includes grants to recreation societies such as the Greater Trail Youth Services-Columbia Youth Development, the Annual Rotary Christmas Carol Festival, Generation to Generation and the Kootenay Columbia Trails Society.

The Culture, Arts and Recreation for the Lower Columbia Financial Plan will be reviewed again at the February meeting.

East End Economic Development

The Chief Administrative Officer explained the contract with the Lower Columbia Community Development Team Society (LCCDTS) for the delivery of economic development services by the Lower Columbia Initiatives Corporation (LCIC) and he answered inquires with respect to the Board Fee expenses.

A further review will take place at the February meeting.

J. MacLean-Jan 13/15**re: West Kootenay Transit Committee Appointments**

A staff report from John M. MacLean, CAO regarding appointments to the West Kootenay Transit Committee was presented.

Moved: Alternate Director Edwards Seconded: Director Moore

That the staff report from John M. MacLean, CAO regarding appointments to the West Kootenay Transit Committee be received.

Carried.

The RDKB is represented by three Directors from the East End Services Committee on the West Kootenay Regional Transit Committee (WKRTC). This Committee is not a decision-making body but acts in an advisory capacity and is responsible for making recommendations to the Regional Districts of Central Kootenay and Kootenay Boundary and to the City of Nelson with respect to the West Kootenay Transit system.

The East End Services Committee must appoint three Committee members to sit on the WKRTC. The appointments must be approved by the RDKB Board of Directors.

Director Cecchini recommended that Director Danchuk sit on the WKRTC. Alternate Director Cook accepted on behalf of Director Danchuk.

Directors Pahl and Cecchini expressed their interest in participating on this Committee, and it was;

Moved: Director Martin Seconded: Director Moore

That the East End Services Committee recommends to the Regional District of Kootenay Boundary Board of Directors that Directors Pahl, Cecchini and Danchuk be appointed to the West Kootenay Transit Committee.

Carried.

J. MacLean-Jan 13/15**Appointment to the West Kootenay Regional Airport Advisory Committee**

A staff report from John M. MacLean, CAO regarding an appointment to the West Kootenay Regional Airport Committee was presented.

Moved: Director Pahl

Seconded: Alternate Director Cook

That the staff report from John M. MacLean, CAO regarding an appointment to the West Kootenay Regional Airport Committee be received.

Carried.

With approval from the RDKB Board of Directors and according to the RDKB Chair and Board Appointments Policy, one member of the East End Services Committee is appointed to the West Kootenay Regional Airport Advisory Committee (WKRAAC).

The Committee reviewed this appointment, and it was;

Moved: Director Pahl

Seconded: Alternate Director Cook

That the East End Services Committee recommends to the Regional District of Kootenay Boundary Board of Directors that Director Moore be appointed to the West Kootenay Regional Airport Advisory Committee.

Carried.

(Director Martin opposed)

Director Martin noted that he does not support the Committee's participation on the WKRAAC. He advised that the City of Trail has been working hard to develop the Trail Regional Airport as a benefit for the overall region in terms of affordable, reliable and accessible air travel and economic development initiatives. The City has discussed the creation of an advisory body similar to that of the WKRAAC and would look to members of the East End Services Committee to support such a Committee as well as to provide overall support for the Trail Regional Airport.

Director Grieve explained that the East End Services Committee supports the existence of, and improvements to the Trail Airport and she advised that participation on the WKRAAC is to ensure that the RDKB elected officials remain connected to and work with adjacent communities in a liaison capacity.

Director Moore noted her support for both airports and she stated that as the East End Services Committee Appointee to the Committee, she would be able to represent the interests of the RDKB's East End communities.

Appointment to the Lower Columbia Initiatives Corporation (LCIC)

A staff report from John M. MacLean, CAO regarding the requirement for two non-elected appointments to the Lower Columbia Initiatives Corporation (LCIC) Board of Directors was presented.

Moved: Director Cecchini

Seconded: Director Martin

That the staff report from John M. MacLean, CAO regarding the requirement for two non-elected appointments to the Lower Columbia Initiatives Corporation (LCIC) Board of Directors be received.

Carried.

The new agreement with the Lower Columbia Community Development Team Society (LCCDTS) for the provision of economic development services in the East End by the Lower Columbia Initiatives Corporation (LCIC) does not include the participation of elected officials on the LCIC Board of Directors. The Village of Fruitvale has expressed concerns that the Board will not include a representative from this Committee.

The agreement with the LCCDTS states that the City of Trail appoints one non-elected member and that the East End Services Committee must appoint "...two non-elected members nominated jointly by the other six jurisdictions..."

There was a discussion regarding the possibility of one member of the East End Services Committee attending the LCIC Board meetings as a non-voting member without any authority, but with the role as the East End Services Committee Liaison, and it was;

Moved: Director Moore

Seconded: Director Cecchini

That staff contact the Lower Columbia Community Development Team Society to request support for one member of the East End Services Committee being permitted to attend the Lower Columbia Initiatives Corporation Board of Directors meetings as a non-voting member in the capacity of the East End Services Committee Liaison. **FURTHER** that should the Lower Columbia Community Development Team Society agree to this request, that Director Cecchini be appointed to the Lower Columbia Initiatives Corporation Board of Directors as a non-voting member in the capacity of the East End Services Committee Liaison.

Carried.

There was unanimous agreement that the Committee would continue to receive formal reports and presentations from the LCCDTS and the LCIC on a regular basis.

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Minutes-East End Services Committee

January 20, 2015

RDKB staff will work with the LCCDTS and the LCIC to establish a schedule for these reports and presentations.

Director Moore advised that she is aware of three non-elected Rossland residents who are entrepreneurs and who would be well-suited to sitting on the LCIC Board of Directors as the Committee's appointees.

It was agreed that Director Moore would contact these individuals with respect to their interest in this role, and it was;

Moved: Director Moore

Seconded: Director Martin

That Director Moore approach non-elected citizens from the City of Rossland who may be interested in sitting on the Lower Columbia Initiatives Corporation Board of Directors. **FURTHER** that should two of these non-elected citizens agree to sitting on the Board, that the appointment process proceed immediately with the relevant information provided to the East End Services Committee.

Carried.

Fire Hydrant Agreement

A staff report from Maureen Forster, Executive Assistant, regarding the Fire Hydrant Agreement was presented.

Moved: Alternate Director Edwards

Seconded: Director Pahl

That the staff report from Maureen Forster, Executive Assistant, regarding the Fire Hydrant Agreement be received as presented.

Carried.

Moved: Director Moore

Seconded: Director Martin

That the Regional District of Kootenay Boundary Board of Directors approve the 2015-2017 Fire Hydrant Agreements with the Villages of Fruitvale, Montrose and Warfield, the Cities of Trail and Rossland, the Genelle Improvement District and the Beaver Falls Waterworks District. **FURTHER** that the Board of Directors approves the RDKB signatories signing the agreements and forwarding them to the respective participants for endorsement.

Carried.

Rossland Fire Hydrants-Invoice

A staff report from John M. MacLean regarding an invoice from the City of Rossland for hydrants not invoiced for since 2010 was presented.

Moved: Alternate Director Cook Seconded: Director Cecchini

That the staff report from John M. MacLean regarding an invoice from the City of Rossland for hydrants not invoiced for since 2010 be received.

Carried.

The RDKB Fire Hydrant Agreement includes payment by the RDKB for hydrant maintenance. Payments are based on invoices and certain information sent from the participants in the agreement.

The City of Rossland has discovered that it has erred in its invoice. The City under-billed the RDKB for the actual number of hydrants to be maintained and is now requesting reimbursement in the amount of \$15,187.21 (4 years) from the RDKB.

The Agreement is clear that the Municipalities control the number of hydrants and invoicing. For the RDKB to pay back four years would have a direct impact on the Kootenay Boundary Regional Fire Rescue Service, which is already struggling to maintain service levels with a limited requisition increase.

There was general agreement that the City of Rossland is obligated to ensure its invoice to the RDKB reflects the accurate number of hydrants being maintained.

After further review, it was;

Moved: Director Cecchini Seconded: Director Martin

That the East End Services Committee recommends to the Regional District of Kootenay Boundary Board of Directors that it decline to pay the \$15,187.21 invoice from the City of Rossland for a reimbursement regarding fire hydrant maintenance.

Carried.

**Village of Fruitvale
Transit Service Change Request**

A staff report from John M. MacLean, CAO regarding a letter from the Village of Fruitvale requesting a transit service change to provide service to the Mountain Side Village, as well as considering the use of smaller buses in off peak hours was represented.

Moved: Director Cecchini

Seconded: Director Moore

That the staff report from John M. MacLean, CAO along with the letter from the Village of Fruitvale requesting a transit service change to provide service to the Mountain Side Village, as well as considering the use of smaller buses in off peak hours be received.

Carried.

There have been requests from the public for a bus route to provide transit service to Mountain Side Village in the Village of Fruitvale.

Village of Fruitvale Council has also been discussing the potential for smaller buses to service the off-peak routes and has suggested that a route to Mountain Side Village be considered as a pilot route for the smaller buses.

BC Transit has indicated it is proceeding with a review of the system this Spring and that these issues will be included for consideration in that review.

Moved: Director Cecchini

Seconded: Director Moore

That the matters of a new bus route to Mountain Side Village located in the Village of Fruitvale and the use of smaller buses on the off-peak hours routes be forwarded to BC Transit and the West Kootenay Transit Committee for consideration during its upcoming service review.

Carried.

There was agreement that smaller buses help with mobility issues and the Committee would like to explore this matter further.

Columbia Basin Trust (CBT) Community Initiative Fund (CIF)

A staff report from John M. MacLean, CAO regarding the upcoming program start for the Community Initiative Fund was presented.

Moved: Director Cecchini

Seconded: Director Martin

That the staff report from John M. MacLean, CAO regarding the upcoming program start for the Community Initiative Fund be received.

Carried.

The Committee reviewed the proposed application schedule and deadlines.

There was a discussion regarding the RDKB's stipulation that proposals that indicate funding awarded will be used for ongoing operational costs will not be accepted.

Directors Moore and Martin agreed that funding projects with operational costs allows more flexibility for the decision-making bodies in determining eligible projects and that an individual community should be able to decide its own criteria for eligibility.

Staff will contact the CBT to clarify the CBT's rules around funding operational projects.

The Committee also reviewed the RDKB's required project criterion which stipulates that "...the applicant is restricted to being a Non Government Organization (NGO).... "

The Chief Administrative Officer explained that in recent conversations, the CBT has advised that it is acceptable for applicants (e.g. non-profit groups etc.) to apply for funding for projects that may improve local government infrastructure. The East End Services Committee has taken a restricted approach and has not generally considered these projects as eligible. It is still up to the Committee to determine how much support it wishes to give these projects.

Director Moore suggested that proponents who may have a worthy cause or a project that may benefit a community, enhance a local government facility or be used for ongoing operational purposes should be, at the least, allowed to submit an application.

The Committee discussed the matter at length. Given the urgent timeline that is presently required in distributing the application process to the different communities, there was general agreement that the criteria remain as is for 2015, but that the matter(s) (operational projects and local government infrastructure) be brought back to the Committee during 2015 for follow-up, and it was;

Moved: Director Martin

Seconded: Alternate Director Cook

That the Regional District of Kootenay Boundary's (East End Services Committee) Columbia Basin Trust Community Initiative funding criteria and application requirements remain the same for 2015. **FURTHER** that this matter - operational projects and projects that may improve local government infrastructure - be included on the Committee's Memorandum of Action Items to be brought back to the Committee during 2015 in a timely manner for further review and discussion for the 2016 application cycle.

Carried.

(Director Moore opposed)

Staff will notify the Columbia Basin Trust and the RDKB CIF Staff Review Committee advising that the East End Services Committee will be reviewing these issues (operational and local government infrastructure) later in 2015 and that there may be changes for the 2016 application process.

Late (Emergent) Items

There were no late emergent items to discuss.

Discussion of items for future agendas

1. Business Case for Fire Training Centre
2. Business Case, report and presentation regarding Fire Training Officer
3. Appointment of 2 non-elected reps to the LCIC Board of Directors
4. Reporting and presentation schedule from the LCIC and LCCDTS to the Committee
5. BC Transit Review of Kootenay Convention system
6. Review and Discussion on the East End Services Committee CBT CIF criteria

Question Period for Public and Media

There were no members of the public or media present.

Closed (In camera) Session

A closed meeting was not required.

Adjournment

There being no further business, it was;

Moved: Director Grieve

That the meeting be adjourned (time: 7:45 p.m.)

TL



Gas Tax Application

Application to (please check where appropriate):

Electoral Area 'A' Director Ali Grieve	Electoral Area 'B'/Lower Columbia-Old Glory Director Linda Werley	Electoral Area 'C'/Christina Lake Director Grace McGregor	Electoral Area D'/Rural Grand Forks Director Roly Russell	Electoral Area 'E'/West Boundary Director Vicki Gee
		X		

Application by:

Applicant:	Christina Lake Stewardship Society		
Address:	P.O. Box 373, 1675 Hwy #3 Christina Lake, BC		
Phone:	250-447-2504	Fax:	250-447-2509
Email:	clss@shaw.ca		
Representative:	Brenda LaCroix		

Where will the project take place:

Christina Lake Nature Park

Is your organization a (please check where appropriate):

X	Not-For-Profit/Charity	X	Society		Community Organization
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Project Description:

Christina Lake Riparian and Wetland Demonstration Site and Native Plant Nursery
(See attached proposal (pages 3,7) for project maps)

Project outcomes (please check where appropriate):

The Project will ultimately lead to:

X	Cleaner Air	X	Cleaner Water	X	Less Greenhouse Gas Emissions
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Please provide a narrative as to the outcomes to be reached, including any energy savings expressed in the appropriate energy unit (i.e. kWh, GJ, Litres):

The project proposes to return portions of the foreshore of Christina Lake Community Nature Park to habitat indicative of native riparian/wetland ecological communities (function and structure). These habitats help to ensure the long term maintenance of water quality, wildlife habitat and proper filtration of upland contaminants such as septic leachate. Christina Lake is the community's main drinking water supply. The project will also →

Please attach any documentation, prices or proposals to support your application.

Date: _____

Signature: _____

Print name: _____

Continued.

be used as a venue for educational opportunities for the public, landowners, school groups and hands on involvement in the native plant nursery and demonstration site. This multi-organization collaboration will provide information from the data generated to be used regionally in other key riparian / wetland areas
(see attached proposal, budget details and summary)

**Presentation for the Christina Lake
Parks and Recreation Commission
Project Summary - October 8th, 2014**

2015

**Christina Lake Riparian
and Wetland
Demonstration Site**



"Extensive Research has been done on how to Restore Riparian and Wetland Habitats to Help Support the Continuance of Wildlife Species that Rely on these Ecosystems to Survive. It is not a Simple Task and will take Several Years of Dedication to Bring Back the Function and Structure of this Valuable Ecosystem to Our Community – Be a Part of the Solution, Show your Support, Become Involved!"

4 Year Plan

2015-2018

Christina Lake Stewardship Society

Province of British Columbia

Acknowledgements

The Christina Lake Stewardship Society has confirmed support for this multi-year project from the following:

- Regional District of Kootenay Boundary – Mark Andison (General Manager Operations)
- Regional District of Kootenay Boundary – Donna Dean (Planning)
- Christina Lake Parks and Recreation Commission
- Ministry of Forest, Land and Natural Resource Operations – Lisa Tedesco (Habitat Biologist)
- Boundary Invasive Species Society – Barb Stewart RPBio
- Granby Wilderness Society – Jenny Coleshill (Local Biologist)
- Kettle River Watershed Management Plan – Graham Watt (Coordinator)
- Durand's Nursery – David Durand
- Habitat Acquisition Trust – Todd Carnahan
- BC Wildlife Federation – Neil Fletcher (Wetlands Coordinator)

We are hoping to establish support and funding from the following organizations:

- RDKB –Christina Lake Parks and Recreation (Oct, 2014)
- Real Estate Foundation of BC (Jan 8, 2015)
- Royal Bank of Canada Blue Water Project (TBA late 2014 for 2015)
- Toronto Dominion Bank Friends of the Environment (Feb, 2015)
- Environment Canada National Wetlands Conservation Fund (Multi Yr. No Hard Deadline at this time)
- Teck Community Investment Fund (On-line any time)
- Phoenix Foundation of the Boundary Communities (Mar, 2015)

1. Introduction

The Christina Lake Watershed is a sub-basin of the Kettle River Watershed located in south-central British Columbia within the Monashee Mountain Range of the Columbia Mountains.

The Christina Lake Community Nature Park (project area located on the southeastern shoreline) is crown land and the Regional District of Kootenay Boundary (RDKB) holds a license of occupation for the area. The Welcome Centre and Solar Aquatics Facility are held by a separate license of occupation by the RDKB as well. The park is identified as being within the ICHxw-warm phase Biogeoclimatic (BEC) zone (changed from IDFxh4 in 2005) (MacKillop, 2012). As this site is within a transitional area, there are characteristics of other BEC classifications (including subzones and variants) dependent on slope, aspect, and soil moisture regimes. Plant inventories will be conducted which will help determine site specific requirements. The park provides our community and visitors with spectacular vistas of the lake, wildlife viewing, recreational and educational opportunities, and is valuable habitat for numerous wildlife species including species at risk. Past land use activities prior to crown land and park designation has impacted upland, riparian and wetland native plant communities. While the previous land use activities (discussed in section 1.3 below) have been absent for a few decades, native plant communities have not returned and the site remains degraded. It is clear that the most recent and dominant factor effecting the sites ecosystems have been anthropogenic by previous land use activities (habitat loss) and invasive plant spread both terrestrial and aquatic.

1.1 Location



SITE (TU)	1	2	3	4	5
AREA (m ²)	553	532	364	585	854



1.2 Rationale

Restoration of riparian and wetland habitats is consistent with provincial and regional management objectives for ecosystems and Species at Risk. These habitats are under continual pressure from land use, development, and invasive plants in southern BC. A vegetation inventory and soils analysis done on site will help determine if this site is also considered an ecological community at risk which will tie in to the provincial conservation framework management objectives.

Further investigation of this site will be undertaken by interviewing long term local citizens to ascertain site conditions prior to development.

The project proposes to return portions of the foreshore of Christina Lake within the Community Nature Park to habitat indicative of native riparian/wetland ecological communities (function and structure). Stewardship of riparian and wetland habitats help to ensure the long term maintenance of wildlife habitat and water quality. The protection of our water resources is imperative as the lake system is the community's main drinking water supply. Healthy riparian function also helps to ensure proper filtration of upland contaminants such as septic leachate (all residents have individual septic systems), and other sources of nutrient loading.

The project will also be used as a venue for educational opportunities for the public, landowners, local school groups and hands on involvement. This multi-organization collaboration will provide information from the data generated to be used regionally in other key riparian/wetland areas as recommended under the Kettle River Watershed Management Plan Implementation Strategy.

1.3 Site History

There is documented and archeological evidence of First Nations land use in various locations in the Christina Lake Watershed, including sites within the Christina Lake Nature Park. As Interior Salish communities were hunter gatherers, they traveled from their winter villages to set up their spring/summer/fall camp sites. These sites were usually chosen along creeks, rivers, and lakes for water supply, easy accessibility to fish and wildlife, and crop gathering such as berries, mushrooms and other delectable food items that would help see them through the winter months. Activities also included trade with other First Nations groups and with the Hudson's Bay Company Fort Colville station once European settlement had arrived.

As time progressed, settlement into the area evolved slowly. Natural resources such as timber were utilized to build travel corridors, homes and businesses.



Log Boom in Christina Creek - Circa Unknown Photo Credit: Boundary Museum & Interpretive Gallery



Log Sort Yard – Circa Unknown Photo Credit: Boundary Museum and Interpretive Gallery

1.4 Objectives (Broad Spectrum)

The objectives for the project are to:

1. To build an on-site nursery for the project, and generate public awareness.
2. To grow local stock for the project, and share effective techniques with lakeshore owners wanting to undertake restoration on their property.

3. To assess the effectiveness of different wildlife damage prevention techniques and share this information with lakeshore owners wanting to undertake restoration on their property.
4. To produce a "Gardening with Native Plants" (Naturescape concept) Bulletin that is specific to the Boundary Region.
5. To increase natural shrub and tree abundance, and recruitment on the shoreline of the park within treatment units from 2015 to 2019.
6. To establish a shrub and tree dominated community on the shoreline of the Park by 2025.

2. Future Desired Site Characteristics

Targets for this project will be established once the baseline data has been completed.

2.1 Reference Sites

The reference sites that have been selected include Christina Creek (Swanson Road) by the oxbow and a secondary site at Sandner Creek. Since the Nelson site classification guide update has specified a change of Biogeoclimatic zone classification within this area and a table has not been generated for the new classification (ICHxw) contact will be made with regional ecologist Deb MacKillop for further clarification and guidance.

2.2 Goals and Targets

This restoration project has been developed to assist dispersal of and to facilitate establishment of native plants onto the site to increase diversity and habitat values. The goal of this project is to re-establish native shrub tree layers along the shoreline to enhance habitat for species at risk and other wildlife in the Christina Lake Community Nature Park (CLCNP). The project will also help educate landowners on a regional level on how to restore riparian habitat for biodiversity and protection of our water resources.

3. Project Implementation Plan

The majority of the project activities will take place over a 4 year period and will be coordinated by the Christina Lake Stewardship Society Staff Brenda LaCroix and Heather Ling, who will be incorporating her Master's program (through the University of Lethbridge) to a portion of this project. Additional support and expertise will be provided by the Boundary Invasive Species Society Coordinator and Christina Lake Stewardship Society Director - Barb Stewart, Ministry of Forests, Lands and Natural Resource Operations Habitat Biologist - Lisa Tedesco, Granby Wilderness Society - Jenny Coleshill, Regional District of Kootenay Boundary General Manager Operations - Mark Andison and assistance from the Planning Department, BC Wildlife Federation Wetlands Expert - Neil Fletcher, Kettle River Watershed Management Plan Coordinator - Graham Watt, Durand's Nursery - David Durand, and Habitat Acquisition Trust - Todd Carnahan, who will assist us in developing an educational publication on "Gardening with Native Plants" in the Boundary Region.

Outlined in the full project detail document is the initial approach for site preparation, revegetation, and mitigation of risks, tasks, and timelines. The project will follow an adaptive approach by reviewing the success of each phase and initiating additional techniques when necessary to meet project objectives and targets.

This project can also be used as a pilot to learn and refine restoration techniques, effectiveness, and associated costs for future restoration projects by private land owners and other organizations in the Boundary Region.

4. Project Phases, Responsibility and Funding (Budget)

This project will take place over the course of four years, and has been broken down into specific phases for each year.

4.1 Project Phases

A budget has been completed for 2015 which will cover the costs of required field work (vegetation surveys and data collection), the on-site nursery, initial propagation of native plants, and initial site prep of treatment units. Budget forecasts for years 2016, 2017 and 2018 will be updated once initial field work is completed. The results from our field surveys will provide the foundation for our restoration plan which will stipulate details on design and plant density requirements. Project commencement is scheduled for Spring 2015 and preliminary prep for permits and grant application submissions will be undertaken this fall and winter.

2015		
PHASE	TASK	TIMELINE
Co-ordination and Project Permitting	Engage community and possible stakeholders	Ongoing
	Co-ordination with other project members	Ongoing
	Procure multi-year permits for all phases of project	September
Data Collection and Final Design	Work and Restoration Plan (includes annual summary)	April/June
	Acquire cost estimates	Ongoing
	Grant writing (includes budget determination)	Ongoing
	Grant reporting	Ongoing
	Data download and map production	Ongoing
	Collect baseline data from reference sites on Christina/Sandner Creeks and project site	June – September
Project Logistics	Nursery construction	April - June
	Live cutting and seed collection	July – September
	Dormant cutting collection	November /December
Site Preparation	Establish monitoring plots	June
	Barrier installation	June
Project Implementation	Nursery Maintenance	Ongoing
	Native Gardening Guide Photography and Documentation	Ongoing
	Mowing of site and within treatment units (TU)	June
2016		

PHASE	TASK	TIMELINE
Data Collection	Plant inventory and soil analysis of restoration site	May/June
	Attempt different methods of plant propagation	April – August
Monitoring	Determine weed control (mowing) effectiveness	April/May
	Examine ecosystem changes due to invasive species control	April/May
Restoration	Further invasive species control based on monitoring	June/July/September
	Public relations	Ongoing
	Private landowners site visits and restoration planning	Ongoing
	Nursery tours	Ongoing
	Planting of vegetation on restoration sites	May – August
	Additional cutting and seed collection	July – August
Native Gardening Guide Construction	Fencing and enclosures of restoration sites	May – August
	Research best vegetation types for landowners to use on their shorelines	Ongoing
Master's Project	Construction of guide	Ongoing
	Grow aquatic plants for revegetation following the removal of Eurasian watermilfoil	May – September
2017		
PHASE	TASK	TIMELINE
Monitoring	Determine restoration effectiveness	April/May
Restoration	Further restoration based on monitoring	April – September
	Further invasive species control based on monitoring	June/July/September
	Planting on restoration sites, public outreach, seed collection	March - September
Public Outreach	Demonstration site and nursery tours	June – September
	Workshops on how to improve the function of riparian areas	May – September
	Assessing needs of landowners in regards to riparian vegetation on their shorelines	March - September
2018		
PHASE	TASK	TIMELINE
Monitoring	Determine restoration effectiveness	April/May
Restoration	Further restoration based on monitoring	April – September
	Planting on restoration sites, public outreach, seed collection	March - September
	Further invasive species control based on monitoring	June/July/September
	Reporting and recommendations for future work	April – September
Public Outreach	Demonstration site and nursery tours	June – September
	Workshops on how to improve the function of riparian areas	May – September
	Assessing needs of landowners in regards to riparian vegetation on their shorelines	March - September

4.2 Responsibility and Funding (Multi-Year Budget Summary by Year and Organization)

Acronyms for the table below: Christina Lake Stewardship Society (CLSS), Regional District of Kootenay Boundary (RDKB), BC Real Estate Foundation (BCREF), Boundary Invasive Species Society (BIS), Habitat Acquisition Trust (HAT), Granby Wilderness Society (GWS), Ministry of Forests and Natural Resource Operations (MFLNRO), Kettle River Watershed Management Plan (KRWMP), British Columbia Wildlife Federation (BCWF), Royal Bank of Canada – Blue Water Project (RBCBWP), Toronto Dominion Bank – Friends of the Environment (TDFEF)

4.2.1 Special Events by Year

- 2015 – Completion of Nursery, Obtain Multi-Year Permits, Initial Surveys and Site Preparation, Signage, Public Information Sessions and Media Releases
- 2016 – Open House and BBQ, Workshops, Tours
- 2017 – Incentive Program (Free Native Shrub or Tree), Workshops, Tours
- 2018 - Incentive Program (Free Native Shrub or Tree), Workshops, Tours, Completion of Report and Monitoring Plan for Future Years

4.2.2 Multi Year Budget Summary by Year and Organization

YEAR	ORGANIZATION												TOTAL ALL:
	CLSS	RDKB & RDKB Parks and Rec	HRDC	BCREF (Jan 8, 15)	BIS	HAT	GWS	MFLNRO	KRWMP	BCWF	RBC BWP	TDFEF	
2015	9,347.50	13,011.67	952.50	5,845.51	760.00	2,500.00	1,200.00	1,000.00	1,200.00	500.00	1,500.00	5,000.00	42,817.18
2016	5,226.68	6,338.14	454.88	5,269.14	380.00			800.00					18,468.84
2017	4,440.40	5,334.84	454.88	2,700.00	380.00			800.00					14,110.12
2018	4,440.40	5,675.00	454.88	3,434.32	380.00			800.00					15,184.60
TOTAL	23,454.98	30,359.65	2,317.14	17,248.97	1,900.00	2,500.00	1,200.00	3,400.00	1,200.00	500.00	1,500.00	5,000.00	90,580.74

Total Includes cash and inkind

Total Cash RDKB Parks and Rec: \$ 27,873.81
 Total Cash CLSS and Funding Proposals: \$ 27,034.81
 \$ 54,908.62

Total Inkind All Organizations's
 : \$ 35,672.12

Total Project 2015 to 2018: \$ 90,580.74

Note: At the time of submission of this project summary, information submitted or pending and not included in the above is as follows:

- KRWMP (Graham Watt) per email – Inkind 11 additional days over the 4 years @\$400.00/day = \$4,400.00
- GWS (Jenny Coleshill) – Pending Inkind submission and confirmation for 2016, 2017, 2018
- BCWF (Neil Fletcher) – Pending Inkind submission and confirmation for 2016, 2017, 2018

4.3 Permits and Regulatory Approvals

A multi-year permit and/or notification application will be submitted and approval obtained for all works for this project and each phase/task will be reviewed by Lisa Tedesco Habitat Biologist (MFLNRO) to ensure we are within the scope of all legal requirements under the *Water Act* and the *Fisheries Act*. There is no regulatory requirement process through the RDKB but a letter indicating support and approval of the nursery building site will be obtained prior to any works commencing. (This will include a separate letter from the RDKB Christina Lake Parks and Recreation Commission) An enquiry was made to the RDKB head office in Trail regarding first Nations referral requirements. As this project falls within the realm of the Regional Districts park function it was deemed not necessary. (Andison, 2014)

5. Project Timeline Summary

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
2015												
Co-ordination and Project Permitting												
Data Collection and Final Design												
Collect Baseline Data												
Nursery Construction												
Dormant Cutting Collection												
Live Cutting and Seed Collection												
Establish Monitoring Plots												
Barrier Installation												
Mowing of site within treatment units (TU)												
Nursery Maintenance												
Native Gardening Guide Construction												
2016												
Data Collection												
Monitoring												
Further Invasive Species Control												
Planting of Vegetation on Restoration Sites												
Additional Cutting and Seed Collection												
Fencing and Enclosures of Restoration Sites												
Master's Project												
Public Relations												
Nursery Tours												

Native Gardening Guide Construction													
2017													
Monitoring													
Further Invasive Species Control													
Further Restoration													
Public Outreach													
2018													
Monitoring													
Further Invasive Species Control													
Further Restoration													
Public Outreach													

6. Long Term Maintenance

A long term maintenance/monitoring plan will be developed by revegetation success indicators in year 3.

Multi Year Budget Summary

2015

EXPENSE CATEGORY	CLSS	RDKB Parks and Rec	HRDC	BIS	HAT	GWS	MFLNRO	KRWMP	BCWF	RSCBWP	TDFFP
Human Resources & Training	3,500.00	8,501.75	2,845.51								
Materials, Supplies & Equipment		4,942.00								1,500.00	
Rental											
TOTAL CASH:	3,500.00	13,443.75	2,845.51							1,500.00	5,000.00
TOTAL INKIND:	8,800.00	567.92		760.00	2,500.00	1,200.00	1,000.00	1,200.00	500.00		
TOTAL PROJECT 2015	12,300.00	14,011.67	2,845.51	760.00	2,500.00	1,200.00	1,000.00	1,200.00	500.00	1,500.00	5,000.00

TOTAL \$ 26,289.26

CASH: \$ 16,527.92

INKIND: \$ 9,761.34

TOTAL ALL: \$ 42,817.18

Total Cash RDKB Parks and Rec:

\$ 40,277.27

Total Cash CLSS and Funding Proposals:

\$ 14,631.35

Total Inkind All Organizations:

\$ 42,872.12

Total Project 2015 to 2018:

\$ 97,780.74

2016 Forecast

EXPENSE CATEGORY	CLSS	RDKB Parks and Rec	HRDC	BIS	GWS	MFLNRO	KRWMP	BCWF
Human Resources & Training	140.40	7,839.36	454.88					
MSE		1,700.00						
Equipment Rental		1,500.00						
TOTAL CASH:	140.40	11,039.36	454.88					

TOTAL	5,086.28	567.92	380.00	1,200.00	800.00	1,200.00	
INKIND:							
TOTAL PROJECT 2016	5,226.68	11,607.28	454.88	\$ 380.00	\$ 1,200.00	\$ 800.00	\$ 1,200.00

TOTAL \$ 11,634.64
 CASH: \$ 9,234.20
 TOTAL \$ 9,234.20
 INKIND: \$ 20,868.84
 TOTAL ALL: \$ 20,868.84

Note: Open House and BBQ - Summer 2016

EXPENSE CATEGORY	CLASS	RDKB Parks and Rec	HRDC	BIS	GVS	MFLNRO	KRWMP	BCWF
Human Resources & Training	140.40	1,959.84	454.88					
MSE		4,800.00						
Equipment Rental		600.00						
TOTAL CASH:	140.40	7,359.84	454.88					
TOTAL INKIND:	4,300.00	675.00		\$ 380.00	\$ 1,200.00	\$ 800.00	\$ 1,200.00	
TOTAL PROJECT 2017	4,440.40	8,034.84	454.88	\$ 380.00	\$ 1,200.00	\$ 800.00	\$ 1,200.00	

TOTAL \$ 7,955.12
 CASH: \$ 8,555.00
 TOTAL \$ 8,555.00
 INKIND: \$ 16,510.12
 TOTAL ALL: \$ 16,510.12

Note: Incentive Program - Free Native Tree or Shrub 2017 Commences (2 yr)

2018 Forecast

EXPENSE CATEGORY	CLASS	RDKB Parks and Rec	HRDC	BIS	GWS	MFLNRO	KRWMP	BCWF
Human Resources & Training	140.40	3,634.32	454.88					
MSE		4,800.00						
Equipment Rental								
TOTAL CASH:	140.40	8,434.32	454.88					
TOTAL INKIND:	4,300.00	675.00		\$ 380.00	\$ 1,200.00	\$ 800.00	\$ 1,200.00	
TOTAL PROJECT 2018	4,440.40	9,109.32	454.88	\$ 380.00	\$ 1,200.00	\$ 800.00	\$ 1,200.00	

TOTAL CASH: \$ 9,029.60
TOTAL INKIND: \$ 8,556.00
TOTAL ALL: \$ 17,584.60

Note: Incentive Program - Free Native Tree or Shrub 2018
Report and Monitoring Plan for Future Years

Project Totals
Cash \$ 54,908.62
Inkind \$ 42,872.12
All \$ 97,780.74

Note* Inkind from BCWF Wetland Team has not been finalized as of submission

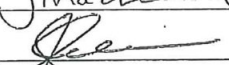


Gas Tax Application

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 Perepolkin	<input type="checkbox"/> Electoral Area E Director Bill Baird
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Application by:

Applicant:	RDKB		
Address:	202-243 Rossland Ave TRAIL, BC		
Phone:	250 368 9148	Fax:	368-3990
Email:	jmadean@rdkb.com		
Representative:	 John M. Maclean, C.M.A.		

Where will the project take place:

Beaver Creek Park - Area A

Is your organization a (please check where appropriate):

<input type="checkbox"/> Not-For-Profit/Charity	<input type="checkbox"/> Society	<input type="checkbox"/> Community Organization
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Project Description:

Construction of Band Shell / Arbor at Beaver Creek Park.
The structure will be of cultural/heritage value to
honour the Ktunaxa, the Waneta Dam Expansion
Project and the residents of the area.
Estimated Total Project Costs = \$250,000

RDKB Contribution
of \$100,000

Project outcomes (please check where appropriate):

The Project will ultimately lead to:


<input type="checkbox"/>	Cleaner Air	<input type="checkbox"/>	Cleaner Water	<input type="checkbox"/>	Less Greenhouse Gas Emissions
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Please provide a narrative as to the outcomes to be reached, including any energy savings expressed in the appropriate energy unit (i.e. KWH, GJ, Litres):

please see attached information

Please attach any documentation, prices or proposals to support your application.

Date: January 15, 2015

Signature: 

Print name: _____

Waneta Expansion Project Proposed Legacy Project at Beaver Creek Park Decision Brief

Submitted by: Waneta Expansion Project Community Impact Management Committee
Submitted to: Waneta Expansion Project Owner's Group
Date: November 13, 2014

Decision Requested

The Waneta Expansion Project (WAX) Owner's Group support-in-principle the request from the WAX Community Impacts Management Committee (CIMC) to provide financial support of up to \$100,000 and in-kind contributions for the construction of a legacy project at Beaver Creek Park. Confirmation of support will be subject to receiving a full proposal, including a detailed budget.

Context

During public consultation on the proposed Waneta Expansion Project (WAX), local residents identified their desire for a legacy project, beyond the construction of the new powerhouse, which resulted in the Owner's Commitment No. 37 in the Waneta Expansion Project's Environmental Certificate stating: If Teck Cominco agrees to make the site available for such use and if the [Regional District of Kootenay-Boundary] RDKB agrees to contribute to on-going maintenance, WEPC will establish an information/interpretative centre immediately south of the Waneta Bridge.

At their September, 2014 meeting, the CIMC was informed that Teck does not support use of the site for an information/interpretative centre. As Teck owns the perimeter lands and, therefore access to the proposed site is conditional on Teck's support, the project will not proceed on the proposed land south of the Waneta Bridge.

At their October, 2014 meeting, the CIMC unanimously supported seeking a commitment from the Owners to honour the spirit and intent of Commitment No. 37 by providing financial and in-kind support to RDKB, in partnership with the Kiwanis Club of Trail, to construct a facility at Beaver Creek Park that would serve as:

1. An information/interpretative centre about the WAX project as well as the natural and human history of the area; and,
2. A gathering place to support community activities at the park.

The Kiwanis Club of Trail has a management agreement with the Province for operating and maintaining the park. They have received preliminary approval to construct such a facility on the site.

As the RDKB had agreed to contribute to on-going maintenance at the original site, this commitment will extend to working with the Kiwanis Club of Trail to develop a maintenance agreement for the facility once constructed.

Process and Timelines

The Kiwanis Club of Trail has long desired to construct some type of community gathering space, such as the bandshell at Whatshan Lake Retreat (see photo in Appendix 1). At the October, 2014 CIMC meeting, the Ktunaxa Nation Council representative shared information about the construction of arbors within each Ktunaxa community (see photos in Appendix 2) and how these structures reflect the sharing of aboriginal values through community gatherings.

By November 30, 2014	A final design concept is selected by the RDKB and Kiwanis Club of Trail with input from the CIMC, BC Parks, and, given their experience in construction projects, the WAX Contractor.
By January 5, 2015	RDKB and the Kiwanis Club of Trail submit a joint formal proposal, including a detailed budget and contributions from partners, to the Owner's Group by January 15, 2015 for confirmation of their commitment.
By spring, 2015	Legacy project is constructed at Beaver Creek Park.

Potential Partners

As the formal decision from Teck regarding the use of the original site was only received on September 23, 2014 and WAX is entering its final phase of construction, the CIMC is seeking support-in-principle from the Owner's Group while the design process proceeds. Support-in-principle is essential for securing contributions from potential partners.

Potential partners who will be approached once support-in-principle from the Owner's Group has been received include, but is not limited to:

- Teck for financial and in-kind support
- Columbia Basin Trust for financial support
- Greater Trail Community Skills Centre to explore if the project could be constructed using equity workers, apprentices and/or individuals who may be exploring the possibility of entering the building trades. This would be in keeping with the spirit and intent of WAX, which sought to support such workers through employment on the project.
- Kootenay Saving Community Foundation for financial support
- WAX Contractor for in-kind support and materials

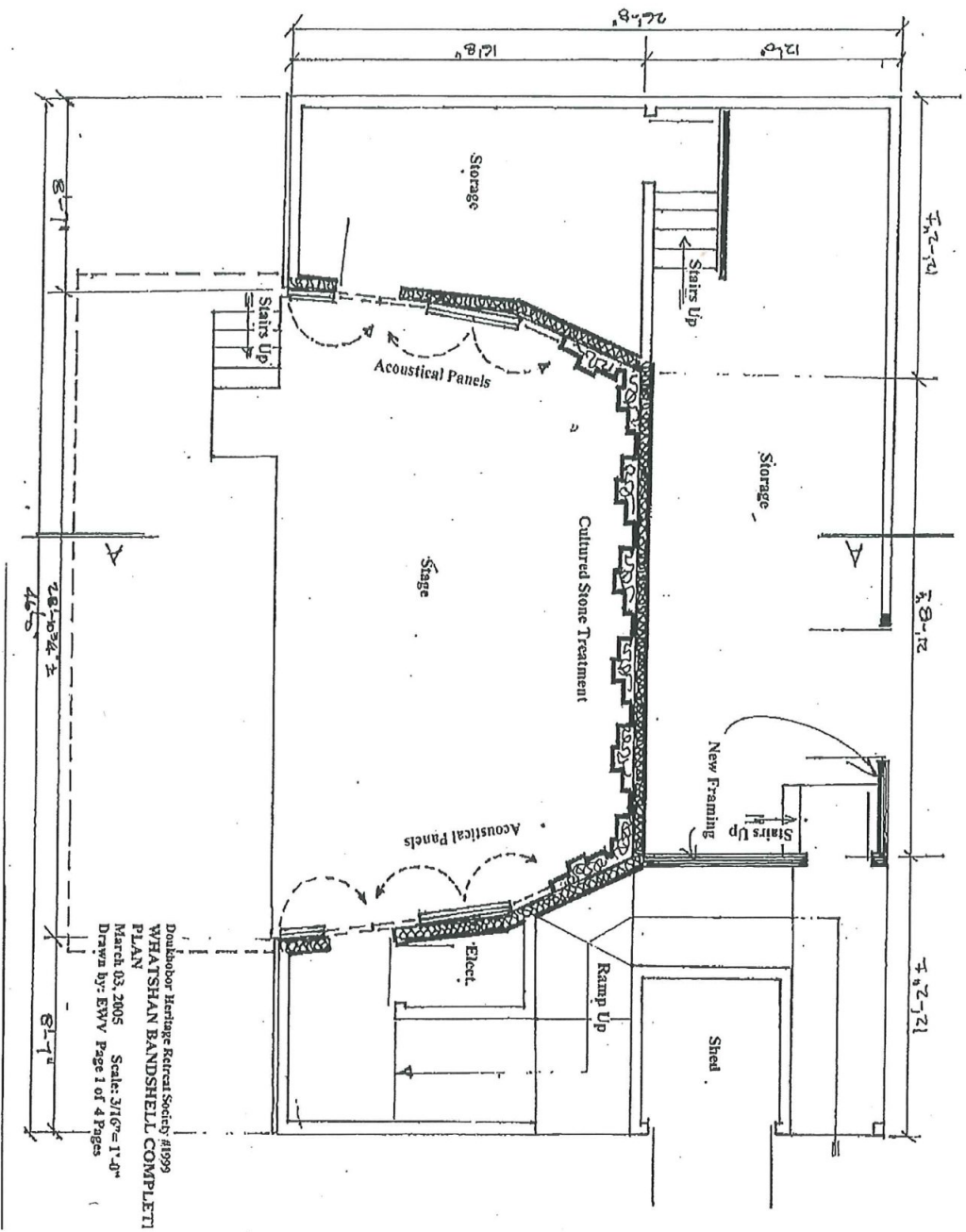
For more information:

Ali Grieve

Director for Area A, Regional District of Kootenay Boundary and RDKB representative to the WAX CIMC

Email: Ali.Grieve@kscu.com

Phone: 250.368.2739





Both these pictures are of/around the Tobacco Plains arbor

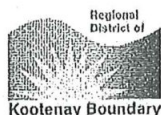


Appendix 1: Photo of Bandshell at Whatshan Lake Retreat



Appendix 2: Photo of Arbor in a Ktunaxa Nation Community

Included as a separate file as the available photos cannot be brought into this document.



Gas Tax Application

Application to (please check where appropriate):

Electoral Area 'A' Director Ali Grieve	Electoral Area 'B'/Lower Columbia-Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area 'C'/Christina Lake Director Grace McGregor	Electoral Area 'D'/Rural Grand Forks Director Roly Russell	Electoral Area 'E'/West Boundary Director Vicki Gee
----------------------------------------------	----------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------	-----------------------------------------------------------------

Application by:

Applicant:	Christina Lake Elementary Parent Advisory Council		
Address:	P.O. Box 240, Christina Lake, BC, V0H 1E0		
Phone:	250-447-9423/447-9277	Fax:	250-447-6443
Email:	s_n_e@campbeverlyhills.ca		
Representative:	Sheldon Weigel, President		

Where will the project take place:

This project is proposed to be constructed at the north (front) entrance to Christina Lake Elementary School. It is planned to be a welcoming structure which will showcase learning and meeting in a natural environment.

Is your organization a (please check where appropriate):

<input checked="" type="checkbox"/>	Not-For-Profit/Charity	<input type="checkbox"/>	Society	<input type="checkbox"/>	Community Organization
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Project Description:

The Christina Lake Elementary School "Hulitan" project is the creation of an outdoor classroom that will not only act as a classroom and a weather shelter for children before and after school, but will also welcome the community to the facility with a beautiful area that will be shared by community groups and members during non-school times. It has been designed to be environmentally sensitive – requiring no heat, using passive and solar lighting and using local, natural products as often as possible in the construction. This outdoor classroom is intended to be a gathering place for all to perform, brainstorm and learn.

Project outcomes (please check where appropriate):

The Project will ultimately lead to:

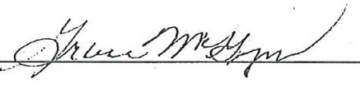
✓	Cleaner Air	✓	Cleaner Water	✓	Less Greenhouse Gas Emissions
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Please provide a narrative as to the outcomes to be reached, including any energy savings expressed in the appropriate energy unit (i.e. KWH, GJ, Litres):

This outdoor classroom will not require heat or electricity to operate. It will be environmentally friendly with a carbon-neutral footprint. Lighting will be passive, solar lighting. With children learning outdoors, indoor classrooms will be "turned off" with regards to required energy resources. In this outdoor environment, students will be also be able to learn about various aspects of nature and the environment. As well, community, groups and visitors will be able to use the space to meet, perform or just relax.

Please attach any documentation, prices or proposals to support your application.

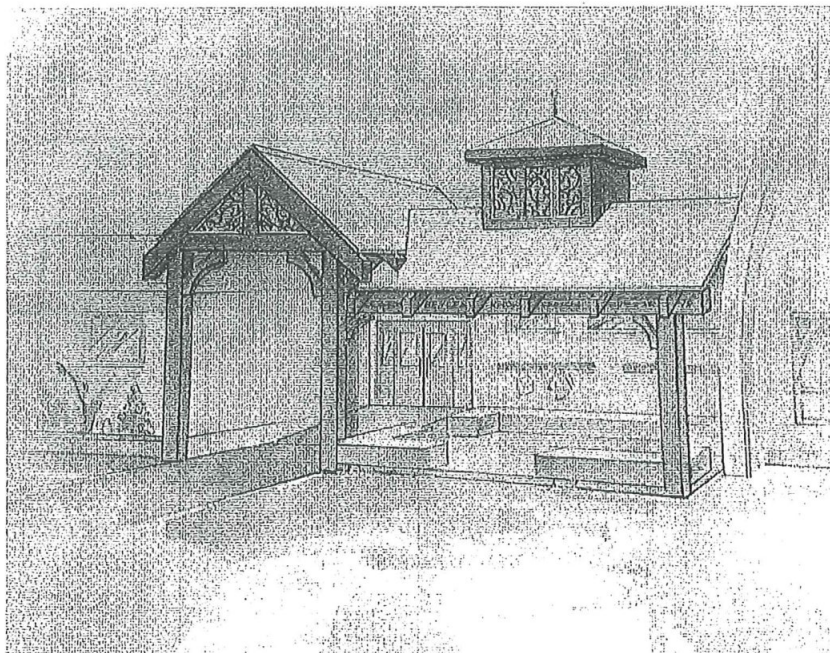
Date: January 13, 2015

Signature: 

Print name: _____

Hulitan – Outdoor Classroom

CHRISTINA LAKE ELEMENTARY SCHOOL – EXECUTIVE SUMMARY



The people of the small resort community of Christina Lake are very proud of Christina Lake Elementary School. Ours is a wonderful school that is very well integrated into the whole community. We celebrate top-notch results that have been consistent for our students. The organizations in the community are fully aware of the importance of the school to the future of the entire community. Concern for the future of the school was one of the drivers leading to the creation of an outdoor classroom that will not only act as a classroom and a weather shelter for children before and after school, but will also welcome the community to the facility with a beautiful area that will be shared by community groups and members during non-school times.

The classroom will not require heat, electricity, lighting (it will have passive, solar lighting) and will be environmentally friendly with a carbon neutral footprint. In this outdoor environment, students will be able to learn about various aspects of nature and the environment. School District 51 has started the process of hiring an engineer to approve the plans and has committed to school administration that they will put further funds towards improving the building to "match up" the outdoor classroom (ie. wrought iron fence to replace chain link, natural wood trim on front arch portion of office / gymnasium building).

CLES Hulitan Construction Estimate

			Total	
Excavation and tree removal	480	Removal of existing entrance	1900	
Forms and concrete work	1020	Reframe and roofing of existing	1700	
Design and drawings	830	Construction of seating	1200	
Timber labor	2900			
Timber staining	1400	Electrical (school board)		
Erecting of structure	3200			
Roofing of structure	2800			
Engineer costs	1200	Metal grates(c and c cut)	960	
Building permits costs	70	Seating materials	620	
Concrete costs	1700	Routering of letters on beams	820	
Timber costs	8600			
Fasteners and brackets	680			
Staln and adhesives	720			
Roofing (metal)	3400			

Subtotal:	36,880
total:	36,880
Balance Due:	

The project shred cost is \$30, 000 requested from Gas Tax. The remaining balance will be picked up by Christina Lake Elementary PAC and other community groups.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary-Bank


AP5090

Page : 1

Date : Jan 09, 2015

Time : 1:41 pm

Supplier : 084010 To ZUC010
 Cheque Dt. : 01-Nov-2014 To 30-Nov-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
45887	05-Nov-2014	ABE030	ABELL PEST CONTROL	Cleared	447	C	73.50
45888	05-Nov-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	447	C	74.36
45889	05-Nov-2014	ARM010	ARMSTRONG, VANCE	Cleared	447	C	29.43
45890	05-Nov-2014	BCT030	BC TRANSIT	Cleared	447	C	124,871.00
45891	05-Nov-2014	BEA014	BEAVERDELL COMMUNITY CLUB	Cleared	447	C	2,000.00
45892	05-Nov-2014	BEA130	BEAVER VALLEY LIBRARY	Cleared	447	C	14,797.00
45893	05-Nov-2014	BEN015	BENEFITS BY DESIGN	Cleared	447	C	2,862.19
45894	05-Nov-2014	BIG004	BIG WHITE COMMUNITY POLICING SOCIETY	Cleared	447	C	1,000.00
45895	05-Nov-2014	BOU039	BOUNDARY COUNTRY HEATING & COOLING	Cleared	447	C	191.63
45896	05-Nov-2014	BRI001	BRINK'S CANADA LIMITED	Cleared	447	C	489.72
45897	05-Nov-2014	BUR100	BURNEYAT, RON	Cleared	447	C	74.85
45898	05-Nov-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	447	C	690.33
45899	05-Nov-2014	CAC020	CACCHIONI, ROBERT CAESAR	Cleared	447	C	163.36
45900	05-Nov-2014	CAL050	CAL-GAS	Cleared	447	C	948.82
45901	05-Nov-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	447	C	153.39
45902	05-Nov-2014	CAN170	CANADA POST CORP	Cleared	447	C	270.65
45903	05-Nov-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Cleared	447	C	78.65
45904	05-Nov-2014	CAR012	CARO ANALYTICAL SERVICES	Cleared	447	C	84.00
45905	05-Nov-2014	CAS240	CASCADE PRO ELECTRIC INC.	Cleared	447	C	5,486.90
45906	05-Nov-2014	CEC010	CECCHINI, PATRICIA	Cleared	447	C	116.56
45907	05-Nov-2014	CER030	CERTIFIED ENSEMBLE SERVICES	Cleared	447	C	339.68
45908	05-Nov-2014	CHE015	CHEM-AID SERVICES INC.	Cleared	447	C	725.76
45909	05-Nov-2014	CHR270	CHRISTINA LAKE NEWS	Cleared	447	C	317.99
45910	05-Nov-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO	Cleared	447	C	2,995.33
45911	05-Nov-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO	Cleared	447	C	7,000.00
45912	05-Nov-2014	CIB010	CIBC VISA	Cleared	447	C	8,679.73
45913	05-Nov-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	447	C	93.78
45914	05-Nov-2014	CLA130	CLARITY DEVELOPMENT CONSULTING INC.	Cleared	447	C	787.50
45915	05-Nov-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	447	C	119.50
45916	05-Nov-2014	COM003	COMMERCIAL AQUATIC SUPPLIES	Cleared	447	C	280.05
45917	05-Nov-2014	COM020	COMMISSIONAIRES BRITISH COLUMBIA	Cleared	447	C	9,030.00
45918	05-Nov-2014	CRO060	CROCKETT, BERT	Cleared	447	C	163.36
45919	05-Nov-2014	DAN090	DANCHUK, JOSEPH, P.	Cleared	447	C	84.32
45920	05-Nov-2014	DOH040	DOHERTY, MARLA	Cleared	447	C	33.90
45921	05-Nov-2014	EMC050	EMCON SERVICES INC.	Cleared	447	C	367.50
45922	05-Nov-2014	FAI030	FAIRBANK ARCHITECTS LTD	Cleared	447	C	705.64
45923	05-Nov-2014	FER001	FERRARO FOODS	Cleared	447	C	150.68
45924	05-Nov-2014	FIB010	FIBRECLEAN KELOWNA	Cleared	447	C	131.04
45925	05-Nov-2014	FIL020	FILIPEK, LARRY	Cleared	447	C	42.09
45926	05-Nov-2014	FIR020	FIRST REGISTRY SERVICES LTD.	Cleared	447	C	55.07
45927	05-Nov-2014	FLE015	FLEETCOR CANADA MASTERCARD	Cleared	447	C	1,288.50
45928	05-Nov-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	447	C	6,707.60
45929	05-Nov-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	447	C	2,242.35
45930	05-Nov-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	447	C	1,550.00
45931	05-Nov-2014	GOL100	GOLDSBURY, CORRIE	Cleared	447	C	115.00
45932	05-Nov-2014	GOR040	GORDON, DEANNA	Cleared	447	C	214.75
45933	05-Nov-2014	GRA010	CITY OF GRAND FORKS	Cleared	447	C	1,413.64
45934	05-Nov-2014	GRA047	GRANSTROM, GREG	Cleared	447	C	87.44
45935	05-Nov-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	447	C	4.80
45936	05-Nov-2014	GRE030	GREYHOUND COURIER EXPRESS	Cleared	447	C	142.13
45937	05-Nov-2014	GRE080	GRESLEY-JONES, KEN	Cleared	447	C	150.00
45938	05-Nov-2014	GRE520	GREATER TRAIL COMMUNITY JUSTICE PROC	Cleared	447	C	1,837.00
45939	05-Nov-2014	GRI010	GRIEVE, ALI K.	Cleared	447	C	13.04
45940	05-Nov-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	447	C	43.09

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Jan 09, 2015

Time : 1:41 pm

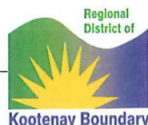
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 Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All
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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
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45942	05-Nov-2014	HIR010	HIRAM, JANICE	Cleared	447	C	217.00
45943	05-Nov-2014	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Cleared	447	C	66.16
45944	05-Nov-2014	INS050	INSIGHT CANADA INC	Cleared	447	C	5,728.80
45945	05-Nov-2014	ISL030	ISL ENGINEERING AND LAND SERVICES LTD	Cleared	447	C	38,200.36
45946	05-Nov-2014	JJH010	J.J.H. ENTERPRISES	Cleared	447	C	176.29
45947	05-Nov-2014	JON070	JONES, LORETTA	Cleared	447	C	32.86
45948	05-Nov-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	447	C	130.00
45949	05-Nov-2014	KET006	KETTLE VALLEY GOLF CLUB	Cleared	447	C	1,500.00
45950	05-Nov-2014	KET180	KETTLE, ALBERT	Cleared	447	C	247.60
45951	05-Nov-2014	KRE010	KREWSKI, DENIS	Cleared	447	C	41.98
45952	05-Nov-2014	LEP010	LEPITRE, DONALD	Cleared	447	C	25.00
45953	05-Nov-2014	LIB010	LIBERTY FOOD STORES	Cleared	447	C	74.37
45954	05-Nov-2014	LIN060	LINDAL, DAVID	Cleared	447	C	17.16
45955	05-Nov-2014	LOR010	LORDCO PARTS LTD.	Cleared	447	C	597.31
45956	05-Nov-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	447	C	70.94
45957	05-Nov-2014	MAL090	MALLAST, VIVIAN	Cleared	447	C	9.52
45958	05-Nov-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	447	C	260.14
45959	05-Nov-2014	MCG002	MCGREGOR, GRACE	Cleared	447	C	1,042.80
45960	05-Nov-2014	MCM050	MCMULLAN, NANCY	Cleared	447	C	22.00
45961	05-Nov-2014	MEY010	MEYER, PAUL	Cleared	447	C	230.48
45962	05-Nov-2014	MID010	VILLAGE OF MIDWAY	Cleared	447	C	6,903.08
45963	05-Nov-2014	MIN030	MINISTER OF FINANCE	Cleared	447	C	9,426.25
45964	05-Nov-2014	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	Cleared	447	C	34.14
45965	05-Nov-2014	NOF010	NO FRILLS	Cleared	447	C	226.84
45966	05-Nov-2014	OFF020	OFFICE DOC	Cleared	447	C	592.02
45967	05-Nov-2014	PAA010	PAKKUNAINEN, JEFF	Cleared	447	C	170.09
45968	05-Nov-2014	PAR120	PART EVIL CUSTOM AUTOS LTD.	Cleared	447	C	1,128.23
45969	05-Nov-2014	PEE020	PEET, AUSTIN	Cleared	447	C	42.09
45970	05-Nov-2014	PET010	PETRO CANADA	Cleared	447	C	6,518.64
45971	05-Nov-2014	POW100	POWER TECH ELECTRIC LTD.	Cleared	447	C	747.49
45972	05-Nov-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	447	C	53.97
45973	05-Nov-2014	RAC010	RACE TRAC FUELS	Cleared	447	C	729.77
45974	05-Nov-2014	REB001	REBELATO MORNING PERK	Issued	447	C	101.73
45975	05-Nov-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	447	C	58,853.25
45976	05-Nov-2014	ROT030	ROTVOLD, MARGUERITE	Cleared	447	C	284.00
45977	05-Nov-2014	ROY002	ROYAL CANADIAN LEGION BR. #11	Cleared	447	C	207.00
45978	05-Nov-2014	SCH011	SCHREINER, MARK	Cleared	447	C	24.25
45979	05-Nov-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	447	C	1,290.45
45980	05-Nov-2014	SHA030	SHAW CABLE	Cleared	447	C	61.55
45981	05-Nov-2014	SKE010	SK ELECTRONICS LTD.	Cleared	447	C	210.01
45982	05-Nov-2014	SMY010	SMYTHE, KATHLEEN M	Cleared	447	C	650.00
45983	05-Nov-2014	SOS010	SOS MARKETING	Cleared	447	C	352.80
45984	05-Nov-2014	SOU120	SOUTHERN INTERIOR BEETLE ACTION COAL	Cleared	447	C	5,000.00
45985	05-Nov-2014	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Cleared	447	C	7,437.00
45986	05-Nov-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	447	C	79.85
45987	05-Nov-2014	SPR040	SPRADO, TOMAS, B	Cleared	447	C	16.03
45988	05-Nov-2014	STA013	STANDEN, TYLER	Cleared	447	C	197.16
45989	05-Nov-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	447	C	14,751.24
45990	05-Nov-2014	TEL002	TELUS MOBILITY	Cleared	447	C	3,096.23
45991	05-Nov-2014	TET010	TETRA TECH EBA INC.	Cleared	447	C	10,358.23
45992	05-Nov-2014	THE410	THE BOUNDARY SENTINEL	Cleared	447	C	200.00
45993	05-Nov-2014	THO007	THOMPSON, BRENDA	Cleared	447	C	29.43

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 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
45994	05-Nov-2014	TOM040	TOMASHEWSKY, ROSANNE	Cleared	447	C	44.20
45995	05-Nov-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Cleared	447	C	20.00
45996	05-Nov-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	447	C	151.21
45997	05-Nov-2014	TRA540	TRANS-CARE RESCUE LTD.	Cleared	447	C	836.85
45998	05-Nov-2014	TRE070	TREMBLAY, DONNA	Cleared	447	C	52.00
45999	05-Nov-2014	TUR015	TURNER, TOM	Cleared	447	C	229.99
46000	05-Nov-2014	VAB010	VAB ENTERPRISES	Cleared	447	C	682.50
46001	05-Nov-2014	VAL110	EMILY, VALIANT	Cleared	447	C	435.00
46002	05-Nov-2014	VAN070	VAN HOUTTE COFFEE SERVICE	Cleared	447	C	54.15
46003	05-Nov-2014	VAN100	VAN HOLST, ROY	Cleared	447	C	150.00
46004	05-Nov-2014	VAN140	VAN HEMERT JV	Cleared	447	C	110.25
46005	05-Nov-2014	VER080	VERSA-TASK SERVICES	Cleared	447	C	120.00
46006	05-Nov-2014	VIS050	VISTA RADIO LTD.	Cleared	447	C	470.93
46007	05-Nov-2014	WAL080	WAL MART CANADA CORP	Cleared	447	C	254.13
46008	05-Nov-2014	WAL090	WALKER, SARAH KELLY	Cleared	447	C	68.91
46009	05-Nov-2014	WAL230	WALTS, MIKE	Cleared	447	C	759.19
46010	05-Nov-2014	WAS010	WASTE MANAGEMENT	Cleared	447	C	176.67
46011	05-Nov-2014	WEI020	WEIBERG, MICHELE	Cleared	447	C	349.65
46012	05-Nov-2014	WEI040	WEISHAUP, KRIS	Cleared	447	C	74.85
46013	05-Nov-2014	WES055	WEST BOUNDARY ATV CLUB	Issued	447	C	1,000.00
46014	05-Nov-2014	WOR100	WORLEY, LINDA	Cleared	447	C	429.84
46015	05-Nov-2014	XER010	XEROX CANADA LTD.	Cleared	447	C	608.65
46016	05-Nov-2014	YOU080	YOUR DOLLAR STORE WITH MORE 180	Cleared	447	C	8.06
46017	05-Nov-2014	YOU090	YOUNG, PAUL M	Cleared	447	C	5.90
46018	05-Nov-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	447	C	244.81
46019	05-Nov-2014	ZAN020	ZANUSSI, BRIAN	Cleared	447	C	25.00
46020	14-Nov-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	453	C	125.15
46021	14-Nov-2014	ANS050	ANSELMO, RUSSELL	Cleared	453	C	74.85
46022	14-Nov-2014	BIG015	BIG WHITE GAS UTILITY LTD.	Cleared	453	C	388.97
46023	14-Nov-2014	BIG025	BIG WHITE SEWER UTILITY LTD.	Cleared	453	C	91.88
46024	14-Nov-2014	BIG030	BIG WHITE WATER UTILITY LTD.	Cleared	453	C	7,347.58
46025	14-Nov-2014	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	Cleared	453	C	490.00
46026	14-Nov-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	453	C	40.05
46027	14-Nov-2014	CAN170	CANADA POST CORP	Cleared	453	C	153.32
46028	14-Nov-2014	CAP060	CAPILANO UNIVERSITY	Cleared	453	C	900.35
46029	14-Nov-2014	CAR015	CARVELLO LAW CORPORATION	Cleared	453	C	758.41
46030	14-Nov-2014	CAS040	CASINO RECREATION	Cleared	453	C	7,330.00
46031	14-Nov-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	453	C	46.89
46032	14-Nov-2014	COL010	COLANDER RESTAURANTS (1999) LTD.	Cleared	453	C	158.30
46033	14-Nov-2014	COR100	CORDILLERAN ECOLOGICAL	Cleared	453	C	6,099.65
46034	14-Nov-2014	COR130	CORMACK, CHRISTOPHER	Cleared	453	C	70.00
46035	14-Nov-2014	DOD010	DODDS, JOYCE	Cleared	453	C	74.85
46036	14-Nov-2014	ECO030	ECO-CLEAN DRY CLEANING SERVICES	Cleared	453	C	92.56
46037	14-Nov-2014	FIL020	FILIPEK, LARRY	Cleared	453	C	42.09
46038	14-Nov-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	453	C	4,020.87
46039	14-Nov-2014	FOU080	FOUR STAR COMMUNICATIONS INC.	Cleared	453	C	115.24
46040	14-Nov-2014	FRA100	FRAZER, ROBERT	Cleared	453	C	29.50
46041	14-Nov-2014	GAL040	GALLERY 2	Cleared	453	C	52.50
46042	14-Nov-2014	GIL030	GILLMOR, NANCY	Cleared	453	C	138.25
46043	14-Nov-2014	GIR020	GIROLAMI, RENE	Cleared	453	C	42.09
46044	14-Nov-2014	GRA010	CITY OF GRAND FORKS	Cleared	453	C	25,703.62
46045	14-Nov-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	453	C	398.41
46046	14-Nov-2014	GUA010	GUARANTEED AUTOMOTIVE	Cleared	453	C	154.93

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
46047	14-Nov-2014	HAL010	HALL PRINTING	Cleared	453	C	450.09
46048	14-Nov-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	453	C	304.18
46049	14-Nov-2014	HAW007	HAW, MARISA	Cleared	453	C	31.55
46050	14-Nov-2014	INL070	INLAND ALLCARE	Cleared	453	C	777.35
46051	14-Nov-2014	INT017	INTERSTATE BATTERIES	Cleared	453	C	75.09
46052	14-Nov-2014	IRW010	IRWIN AIR LTD.	Cleared	453	C	1,608.48
46053	14-Nov-2014	JOH012	JOHNSON, KIM, IN TRUST	Cleared	453	C	134.68
46054	14-Nov-2014	JOH014	BASSETT-SMITH, JOHN	Cleared	453	C	1,755.00
46055	14-Nov-2014	KEN030	KENT, CHRISTOPHER	Cleared	453	C	539.53
46056	14-Nov-2014	KLE020	KLEIN, MIRANDA	Cleared	453	C	255.00
46057	14-Nov-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	453	C	141.87
46058	14-Nov-2014	LAF050	LAFRENIERE, ROSALYN	Cleared	453	C	39.06
46059	14-Nov-2014	LAU010	LAUENER BROS JEWELLERS	Cleared	453	C	207.55
46060	14-Nov-2014	LOU010	LOUWE, ANDREA	Cleared	453	C	99.35
46061	14-Nov-2014	MAC120	MACKIE, BRYAN	Cleared	453	C	230.48
46062	14-Nov-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	453	C	113.50
46063	14-Nov-2014	MAR220	MARSHALL, FRED	Cleared	453	C	52.00
46064	14-Nov-2014	MAS100	MASON, CARLO	Cleared	453	C	52.70
46065	14-Nov-2014	MIC030	MICHALLIK, LILLIAN G	Cleared	453	C	28.57
46066	14-Nov-2014	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	Cleared	453	C	160.86
46067	14-Nov-2014	NEL090	NELSON, RAYMOND G	Cleared	453	C	92.95
46068	14-Nov-2014	OKA080	OKANAGAN VALLEY NEWSPAPER GROUP	Cleared	453	C	5,384.62
46069	14-Nov-2014	PAR050	PARSLOW LOCK & SAFE	Cleared	453	C	4.76
46070	14-Nov-2014	PAR150	PARKER, SHARON	Cleared	453	C	52.89
46071	14-Nov-2014	PAT040	PATERSON SOCIAL CLUB	Cleared	453	C	1,600.00
46072	14-Nov-2014	PHE020	PHELAN, TEJAY	Cleared	453	C	139.98
46073	14-Nov-2014	PHE030	PHELAN, GARRETT	Cleared	453	C	152.14
46074	14-Nov-2014	PLA100	PLANET CLEAN	Cleared	453	C	136.40
46075	14-Nov-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	453	C	156.43
46076	14-Nov-2014	RIM010	RIMELL, CARLY, D.	Cleared	453	C	2,308.20
46077	14-Nov-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	453	C	49.00
46078	14-Nov-2014	SAV030	SAVOY EQUIPMENT LTD KELOWNA	Cleared	453	C	772.39
46079	14-Nov-2014	SCH012	SCHOOTSTRA, SARAH	Cleared	453	C	11.80
46080	14-Nov-2014	SCP010	SCP DISTRIBUTORS INC.	Cleared	453	C	832.51
46081	14-Nov-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	453	C	354.81
46082	14-Nov-2014	SLU015	SLUBOWSKI, MEAGAN	Cleared	453	C	13.19
46083	14-Nov-2014	SOS010	SOS MARKETING	Cleared	453	C	425.60
46084	14-Nov-2014	STE130	STERICYCLE COMMUNICATION SOLUTIONS	Cleared	453	C	2,215.71
46085	14-Nov-2014	TAY090	TAYLOR, ANDREW	Cleared	453	C	165.57
46086	14-Nov-2014	TDC020	TD CANADA TRUST	Cleared	453	C	2,296.17
46087	14-Nov-2014	TEA020	TEASDALE, BRYAN	Cleared	453	C	341.75
46088	14-Nov-2014	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Cleared	453	C	220.73
46089	14-Nov-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	453	C	42.20
46090	14-Nov-2014	TRI090	TRICAN FILTRATION GROUP INC.	Cleared	453	C	1,316.00
46091	14-Nov-2014	TRU050	TRUSZ, JON	Cleared	453	C	474.48
46092	14-Nov-2014	VEN010	VENTURE MECHANICAL SYSTEMS LTD	Cleared	453	C	16,205.81
46093	14-Nov-2014	WAL080	WAL MART CANADA CORP	Cleared	453	C	178.49
46094	14-Nov-2014	XER010	XEROX CANADA LTD.	Cleared	453	C	12.18
46095	14-Nov-2014	YOU090	YOUNG, PAUL M	Cleared	453	C	11.80
46096	14-Nov-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	453	C	11.97
46105	18-Nov-2014	KOO021	KOOTENAY CONCERT CONNECTION	Cleared	455	C	17,204.00
46106	20-Nov-2014	AIR001	AIR LIQUIDE CANADA INC.	Cleared	466	C	21.88
46107	20-Nov-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	466	C	33,439.77

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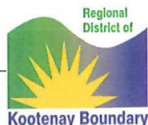
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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
46108	20-Nov-2014	APL010	A-PLUS ELECTRIC	Cleared	466	C	33,169.50
46109	20-Nov-2014	ASS010	ASSAABLOY ENTRANCE SYSTEMS	Cleared	466	C	965.44
46110	20-Nov-2014	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Cleared	466	C	761.60
46111	20-Nov-2014	BAY020	BAY AVENUE MUSIC	Cleared	466	C	367.35
46112	20-Nov-2014	BEA035	BEATTIE, DAVE	Cleared	466	C	137.07
46113	20-Nov-2014	BEA640	BEAVER VALLEY MANOR SOCIETY	Cleared	466	C	15,948.68
46114	20-Nov-2014	BEL015	BELTERRA CORPORATION	Cleared	466	C	1,800.96
46115	20-Nov-2014	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Cleared	466	C	413.00
46116	20-Nov-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	466	C	555.50
46117	20-Nov-2014	BON080	BONTRON SUE	Cleared	466	C	19.04
46118	20-Nov-2014	BOR110	BORSATO, CATHY	Cleared	466	C	52.00
46119	20-Nov-2014	BOU010	BOUNDARY ELECTRIC(1985) LTD.	Cleared	466	C	82.45
46120	20-Nov-2014	BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	Cleared	466	C	5,978.36
46121	20-Nov-2014	BOU039	BOUNDARY COUNTRY HEATING & COOLING	Cleared	466	C	243.08
46122	20-Nov-2014	BRE090	BREDBECK, HAROLD	Cleared	466	C	251.92
46123	20-Nov-2014	BRO007	BROOKS, PHIL	Cleared	466	C	74.85
46124	20-Nov-2014	BUR080	BURLINGTON PUMP INC	Cleared	466	C	235.09
46125	20-Nov-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	466	C	1,663.20
46126	20-Nov-2014	BVT010	BV TOOL RENTALS (2011) LTD.	Cleared	466	C	911.96
46127	20-Nov-2014	CAL050	CAL-GAS	Cleared	466	C	1,025.66
46128	20-Nov-2014	CAM070	CAM CAMPBELL HOLDINGS	Cleared	466	C	26,253.22
46129	20-Nov-2014	CAN003	CANADIAN ASSOCIATION OF FIRE CHIEFS	Cleared	466	C	550.20
46130	20-Nov-2014	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Cleared	466	C	4,641.08
46131	20-Nov-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	466	C	485.10
46132	20-Nov-2014	CAR012	CARO ANALYTICAL SERVICES	Cleared	466	C	1,929.48
46133	20-Nov-2014	CEN030	CENTRAL KOOTENAY INVASIVE PLANT COMI	Cleared	466	C	2,599.80
46134	20-Nov-2014	CHR120	CHRISTINA LAKE MECHANICAL	Cleared	466	C	246.97
46135	20-Nov-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	466	C	46.89
46136	20-Nov-2014	COA010	COCA-COLA REFRESHMENTS CANADA	Cleared	466	C	816.06
46137	20-Nov-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	466	C	119.50
46138	20-Nov-2014	COL033	COLESHILL, JENNY	Issued	466	C	907.40
46139	20-Nov-2014	COL090	COLUMBIA RECYCLE	Cleared	466	C	1,170.00
46140	20-Nov-2014	COM170	COMMUNITY FUTURES BOUNDARY	Cleared	466	C	16,650.00
46141	20-Nov-2014	COM220	COMMERCIAL MAINTENANCE CHEMICAL CO	Cleared	466	C	995.00
46142	20-Nov-2014	COR010	CORAL ENVIRONMENTS LTD.	Cleared	466	C	421.58
46143	20-Nov-2014	DAI001	DAINES, MARK	Cleared	466	C	377.03
46144	20-Nov-2014	DDS010	D&D SERVICE CENTRE & STORAGE INC.	Cleared	466	C	504.00
46145	20-Nov-2014	DEA060	DEAN, DONNA	Cleared	466	C	114.00
46146	20-Nov-2014	DER030	DERBY, DANIEL, J.	Cleared	466	C	430.49
46147	20-Nov-2014	DUP020	DUPLISKATE JONAH LTD.	Cleared	466	C	277.70
46148	20-Nov-2014	DYN020	DYNAMIC RESCUE EQUIPMENT SALES LTD.	Cleared	466	C	1,139.42
46149	20-Nov-2014	ECO080	ECO/LOGIC ENVIRONMENTAL	Cleared	466	C	8,512.49
46150	20-Nov-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	466	C	866.25
46151	20-Nov-2014	FED020	FEDERATED CO-OPERATIVES LTD.	Cleared	466	C	682.96
46152	20-Nov-2014	FIR040	FIREFIGHTERS ASSOCIATION	Cleared	466	C	3,564.50
46153	20-Nov-2014	FOR002	FORESHORE DEVELOPMENT CORPORATION	Cleared	466	C	2,016.31
46154	20-Nov-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	466	C	8,810.07
46155	20-Nov-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	466	C	4,120.74
46156	20-Nov-2014	FRI100	FRITO LAY CANADA	Cleared	466	C	94.37
46157	20-Nov-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	466	C	436.39
46158	20-Nov-2014	FRU020	FRUITVALE CO-OP	Cleared	466	C	150.01
46159	20-Nov-2014	GAY015	GAYTON, DON V.	Cleared	466	C	1,800.00
46160	20-Nov-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	466	C	341.11

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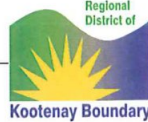
Supplier : 084010 To ZUC010
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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
46161	20-Nov-2014	GIN010	GINALIAS, JEFFREY, L	Cleared	466	C	25.00
46162	20-Nov-2014	GLA040	GLACIER VALLEY TREE CARE LTD.	Cleared	466	C	1,827.00
46163	20-Nov-2014	GLE040	GLENMERRY GLASS LTD.	Cleared	466	C	1,593.49
46164	20-Nov-2014	GRA045	GRAND FORKS ATV CLUB	Cleared	466	C	3,685.00
46165	20-Nov-2014	GRA100	GRAND FORKS GLASS	Cleared	466	C	599.20
46166	20-Nov-2014	GRE030	GREYHOUND COURIER EXPRESS	Cleared	466	C	211.07
46167	20-Nov-2014	GRE570	GREATER TRAIL ACTIVITIES CENTRE FOR TH	Cleared	466	C	7,078.00
46168	20-Nov-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	466	C	21,820.95
46169	20-Nov-2014	HAL010	HALL PRINTING	Cleared	466	C	658.44
46170	20-Nov-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	466	C	10.84
46171	20-Nov-2014	HOM010	HOME DEPOT CREDIT SERVICES	Cleared	466	C	116.08
46172	20-Nov-2014	HOR010	HORSE ASSOCIATION OF CENTRAL KOOTEN	Cleared	466	C	3,410.00
46173	20-Nov-2014	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	Cleared	466	C	98.80
46174	20-Nov-2014	IMP020	IMPERIAL OIL LIMITED	Cleared	466	C	806.10
46175	20-Nov-2014	INF030	INFOSAT COMMUNICATIONS	Cleared	466	C	839.99
46176	20-Nov-2014	INL070	INLAND ALLCARE	Cleared	466	C	5,453.83
46177	20-Nov-2014	IRW010	IRWIN AIR LTD.	Cleared	466	C	826.91
46178	20-Nov-2014	ISL030	ISL ENGINEERING AND LAND SERVICES LTD	Cleared	466	C	75,953.62
46179	20-Nov-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	466	C	1,188.31
46180	20-Nov-2014	KAP020	KAPRAL, BRIANNA	Cleared	466	C	47.06
46181	20-Nov-2014	KET170	KETTLE VALLEY WASTE LTD.	Cleared	466	C	42,674.92
46182	20-Nov-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	466	C	1,115.63
46183	20-Nov-2014	KIM050	KIM'S CREATIONS	Cleared	466	C	2,360.66
46184	20-Nov-2014	KON001	KONE INC.	Cleared	466	C	514.43
46185	20-Nov-2014	KOO026	KOOTENAY WEED CONTROL	Cleared	466	C	29,761.68
46186	20-Nov-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	466	C	150.00
46187	20-Nov-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	466	C	131.96
46188	20-Nov-2014	KOR040	KORPACK CEMENT PRODUCTS	Cleared	466	C	89.60
46189	20-Nov-2014	LAR050	LAROCQUE, ALAN	Cleared	466	C	52.00
46190	20-Nov-2014	LIN060	LINDAL, DAVID	Cleared	466	C	1,100.00
46191	20-Nov-2014	LIS020	LISA'S LAKESIDE BISTRO	Cleared	466	C	30.00
46192	20-Nov-2014	LOR010	LORDCO PARTS LTD.	Cleared	466	C	97.98
46193	20-Nov-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	466	C	103.17
46194	20-Nov-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	466	C	851.96
46195	20-Nov-2014	MAS100	MASON, CARLO	Cleared	466	C	46.94
46196	20-Nov-2014	MES010	MESCHI, CHRISTINE	Cleared	466	C	94.85
46197	20-Nov-2014	MIN040	MINISTER OF FINANCE	Cleared	466	C	347.20
46198	20-Nov-2014	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	Cleared	466	C	36.27
46199	20-Nov-2014	NOR200	NORTHLAND CHIPPER SALES LTD.	Cleared	466	C	2,903.19
46200	20-Nov-2014	OKT010	OK TIRE STORE	Cleared	466	C	402.52
46201	20-Nov-2014	OLS050	CORRINE, OLSEN	Cleared	466	C	53.46
46202	20-Nov-2014	OMA010	O'MALLEY, KATHLEEN	Cleared	466	C	464.88
46203	20-Nov-2014	ONE010	ONE STEP SYSTEMS	Cleared	466	C	1,569.75
46204	20-Nov-2014	PAS060	THE PASTRY SHOP	Cleared	466	C	114.03
46205	20-Nov-2014	PLU020	PLUMMER, LARRY J.	Cleared	466	C	474.48
46206	20-Nov-2014	POW060	POWER KELLY "IN TRUST"	Cleared	466	C	158.15
46207	20-Nov-2014	POW100	POWER TECH ELECTRIC LTD.	Cleared	466	C	481.77
46208	20-Nov-2014	PRI025	PRISM ENGINEERING	Cleared	466	C	1,077.87
46209	20-Nov-2014	QUA020	QUALITY SAW & KNIFE LTD.	Cleared	466	C	681.59
46210	20-Nov-2014	REB001	REBELATO MORNING PERK	Cleared	466	C	413.91
46211	20-Nov-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	466	C	56,617.45
46212	20-Nov-2014	RIC010	RICOH CANADA INC.	Cleared	466	C	981.99
46213	20-Nov-2014	RID010	RIDGETOP MEAT PIES	Cleared	466	C	3,352.47

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Bank : 1	CIBC Bank - General						
46214	20-Nov-2014	RIM010	RIMELL, CARLY, D.	Cleared	466	C	25.00
46215	20-Nov-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	466	C	77.14
46216	20-Nov-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	466	C	1,945.01
46217	20-Nov-2014	ROG001	ROGERS	Cleared	466	C	136.14
46218	20-Nov-2014	ROS450	ROSS, ANDREA	Cleared	466	C	25.06
46219	20-Nov-2014	RUG010	RUGG, DAVE	Cleared	466	C	1,003.62
46220	20-Nov-2014	SCO025	SCOUTS CANADA - FIRST WARFIELD	Cleared	466	C	676.51
46221	20-Nov-2014	SEC040	SECURIGUARD SERVICES LIMITED	Cleared	466	C	14,628.74
46222	20-Nov-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	466	C	107.98
46223	20-Nov-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	466	C	443.10
46224	20-Nov-2014	SER020	SERPENT AQUATICS LTD.	Cleared	466	C	283.50
46225	20-Nov-2014	SEX010	SEXAUER LTD.	Cleared	466	C	206.46
46226	20-Nov-2014	SFE010	SFE LTD.	Cleared	466	C	1,102.50
46227	20-Nov-2014	SHA030	SHAW CABLE	Cleared	466	C	561.62
46228	20-Nov-2014	SKE010	SK ELECTRONICS LTD.	Cleared	466	C	1,710.81
46229	20-Nov-2014	SMY010	SMYTHE, KATHLEEN M	Cleared	466	C	70.00
46230	20-Nov-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	466	C	23.52
46231	20-Nov-2014	SUP030	SUPERIOR PROPANE INC.	Cleared	466	C	864.96
46232	20-Nov-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	466	C	2,055.60
46233	20-Nov-2014	TEL050	TELUS SERVICES INC.	Cleared	466	C	6,154.07
46234	20-Nov-2014	TOW020	TOWNSEND, RENICE V.	Cleared	466	C	91.47
46235	20-Nov-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Cleared	466	C	100.00
46236	20-Nov-2014	TRA190	TRAIL & DISTRICT ARTS COUNCIL	Cleared	466	C	3,545.00
46237	20-Nov-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	466	C	555.60
46238	20-Nov-2014	TRO070	TROY LIFE & FIRE SAFETY LTD.	Cleared	466	C	2,299.35
46239	20-Nov-2014	TRU050	TRUSZ, JON	Cleared	466	C	270.25
46240	20-Nov-2014	TWI020	TWIN RIVERS CONTROLS	Cleared	466	C	554.40
46241	20-Nov-2014	UBC020	UBCM	Cleared	466	C	417.03
46242	20-Nov-2014	UNI010	UNITED RENTALS OF CANADA INC.	Cleared	466	C	1,542.67
46243	20-Nov-2014	VAL020	VALKYRIE LAW GROUP LLP	Cleared	466	C	9,172.32
46244	20-Nov-2014	VAL130	VALLIN	Cleared	466	C	1,070.10
46245	20-Nov-2014	VAN035	VANNESS, MARY	Issued	466	C	42.30
46246	20-Nov-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Cleared	466	C	257.60
46247	20-Nov-2014	VAN060	VAN KAM FREIGHTWAYS LTD.	Cleared	466	C	222.39
46248	20-Nov-2014	VIS050	VISTA RADIO LTD.	Cleared	466	C	598.50
46249	20-Nov-2014	VIT001	VITALAIRE	Cleared	466	C	245.20
46250	20-Nov-2014	WAL080	WAL MART CANADA CORP	Cleared	466	C	63.59
46251	20-Nov-2014	WAL090	WALKER, SARAH KELLY	Cleared	466	C	53.95
46252	20-Nov-2014	WAN050	WANETA AUTO AND EQUIPMENT REPAIR INC	Cleared	466	C	120.96
46253	20-Nov-2014	WAS010	WASTE MANAGEMENT	Cleared	466	C	1,231.31
46254	20-Nov-2014	WHI100	WHITEHEAD, MARTIN	Cleared	466	C	590.00
46255	20-Nov-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	466	C	860.28
46256	26-Nov-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	470	C	140.44
46257	26-Nov-2014	BEA026	BEAVERDELL GENERAL STORE	Cleared	470	C	29.82
46258	26-Nov-2014	BIG060	BIG WHITE SKI RESORT LTD.	Cleared	470	C	948.24
46259	26-Nov-2014	BLA140	BLARNEY HOLDINGS INC.	Cleared	470	C	484.78
46260	26-Nov-2014	CAL090	CAL'S WELDING INC.	Cleared	470	C	659.13
46261	26-Nov-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	470	C	44.18
46262	26-Nov-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	470	C	158.17
46263	26-Nov-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Cleared	470	C	130.04
46264	26-Nov-2014	CAR012	CARO ANALYTICAL SERVICES	Cleared	470	C	84.00
46265	26-Nov-2014	COL390	COLUMBIA BASIN BROADBAND CORPORATIK	Cleared	470	C	1,120.00
46266	26-Nov-2014	DAH020	DAHL MECHANICAL	Cleared	470	C	89.25

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46267	26-Nov-2014	DEL070	DELL CANADA INC	Cleared	470	C	5,760.15
46268	26-Nov-2014	DOM030	DOMINION GOVLAW LLP	Cleared	470	C	890.40
46269	26-Nov-2014	ENV010	ENVIRONMENTAL OPERATORS CERTIFICATI	Cleared	470	C	52.50
46270	26-Nov-2014	FIV030	FIVE STAR UNIFORMS	Cleared	470	C	338.04
46271	26-Nov-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	470	C	68.62
46272	26-Nov-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	470	C	125.08
46273	26-Nov-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	470	C	101.45
46274	26-Nov-2014	GRA570	GRANBY CONTAINERS SALES & RENTALS	Cleared	470	C	5,040.00
46275	26-Nov-2014	HAL010	HALL PRINTING	Cleared	470	C	480.15
46276	26-Nov-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	470	C	339.47
46277	26-Nov-2014	HOR015	HORIZON NORTH RELOCATABLE STRUCTUR	Cleared	470	C	106.05
46278	26-Nov-2014	INT180	INTERIOR TECHNICAL SERVICES LTD.	Cleared	470	C	52.50
46279	26-Nov-2014	JJH010	J.J.H. ENTERPRISES	Cleared	470	C	399.31
46280	26-Nov-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	470	C	31.50
46281	26-Nov-2014	LOR010	LORDCO PARTS LTD.	Cleared	470	C	403.27
46282	26-Nov-2014	MAG020	MAGLIO INSTALLATIONS LTD.	Cleared	470	C	1,613.38
46283	26-Nov-2014	MIL150	MILLWORKS MFG. LTD.	Cleared	470	C	875.26
46284	26-Nov-2014	MIN040	MINISTER OF FINANCE	Cleared	470	C	20.80
46285	26-Nov-2014	OKT010	OK TIRE STORE	Cleared	470	C	1,281.28
46286	26-Nov-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	470	C	4,240.77
46287	26-Nov-2014	PLA100	PLANET CLEAN	Cleared	470	C	92.61
46288	26-Nov-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	470	C	67.47
46289	26-Nov-2014	REB001	REBELATO MORNING PERK	Cleared	470	C	246.19
46290	26-Nov-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	470	C	1,428.99
46291	26-Nov-2014	SUP030	SUPERIOR PROPANE INC.	Cleared	470	C	136.27
46292	26-Nov-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	470	C	136.47
46293	26-Nov-2014	TEL002	TELUS MOBILITY	Cleared	470	C	209.01
46294	26-Nov-2014	TOO010	TOOL TIME SUPPLIES LTD.	Cleared	470	C	54.84
46295	26-Nov-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	470	C	95.70
46296	26-Nov-2014	TRO040	TROPHY DEN & GIFT SHOP	Cleared	470	C	49.40
46297	26-Nov-2014	WAL080	WAL MART CANADA CORP	Cleared	470	C	44.63
46298	26-Nov-2014	WAS010	WASTE MANAGEMENT	Cleared	470	C	10.42
46299	26-Nov-2014	WAT020	WATER PURE AND SIMPLE	Cleared	470	C	483.20
46300	27-Nov-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	478	C	31.57
46301	27-Nov-2014	ACK020	ACKLANDS-GRAINGER INC.	Cleared	478	C	109.21
46302	27-Nov-2014	ALE040	ALEXANDER, KIM	Cleared	478	C	116.94
46303	27-Nov-2014	AND060	ANDISON, R. MARK	Cleared	478	C	60.00
46304	27-Nov-2014	BEA240	BEAVER VALLEY CROSS COUNTRY SKI CLUE	Cleared	478	C	500.00
46305	27-Nov-2014	BEN120	BENNETT, MARIE	Cleared	478	C	310.16
46306	27-Nov-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	478	C	3,470.32
46307	27-Nov-2014	BOU039	BOUNDARY COUNTRY HEATING & COOLING	Cleared	478	C	551.78
46308	27-Nov-2014	BRI001	BRINK'S CANADA LIMITED	Cleared	478	C	326.48
46309	27-Nov-2014	BRO070	BROWN, MICHELLE	Cleared	478	C	16.66
46310	27-Nov-2014	BUR050	BURRIDGE, VIVIEN	Cleared	478	C	260.72
46311	27-Nov-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	478	C	65.22
46312	27-Nov-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Cleared	478	C	66.27
46313	27-Nov-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	478	C	46.89
46314	27-Nov-2014	CLE001	CLEMENS, CHUCK	Cleared	478	C	75.00
46315	27-Nov-2014	COL240	COLUMBIA FILTER LTD.	Issued	478	C	315.28
46316	27-Nov-2014	COR130	CORMACK, CHRISTOPHER	Cleared	478	C	213.80
46317	27-Nov-2014	CRA090	CRAWFORD, GAVIN	Cleared	478	C	260.72
46318	27-Nov-2014	DEL100	DELTA T CONSULTANTS	Cleared	478	C	926.40
46319	27-Nov-2014	DER070	DE ROEVEN, MARIE	Issued	478	C	29.10

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46320	27-Nov-2014	EME003	EMERY, SCOTT	Cleared	478	C	230.48
46321	27-Nov-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	478	C	577.50
46322	27-Nov-2014	EVA060	EVANS, JOYCE	Issued	478	C	167.31
46323	27-Nov-2014	FER140	FERGUSON, DANIEL	Cleared	478	C	67.05
46324	27-Nov-2014	FRI025	FRIENDS OF THE ROSSLAND RANGE SOCIE	Cleared	478	C	2,800.00
46325	27-Nov-2014	GAR050	GARDNER, DOREEN	Cleared	478	C	304.33
46326	27-Nov-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	478	C	104.50
46327	27-Nov-2014	GRE030	GREYHOUND COURIER EXPRESS	Cleared	478	C	205.90
46328	27-Nov-2014	GRE080	GRESLEY-JONES, KEN	Cleared	478	C	375.00
46329	27-Nov-2014	GRE510	GREEN, DALE ALAN	Cleared	478	C	35.78
46330	27-Nov-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	478	C	5,163.40
46331	27-Nov-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	478	C	75.56
46332	27-Nov-2014	HAL100	HALL, LORY	Cleared	478	C	92.94
46333	27-Nov-2014	HEN110	HENKE, GERRY A.	Cleared	478	C	203.79
46334	27-Nov-2014	HIL010	HILL, WAYNE	Cleared	478	C	82.37
46335	27-Nov-2014	HOS040	HOSKINS, PENNY	Cleared	478	C	116.94
46336	27-Nov-2014	HSL010	HSL BUILDING MAINTENANCE	Cleared	478	C	500.00
46337	27-Nov-2014	ICO010	ICOMPASS TECHNOLOGIES INC.	Cleared	478	C	7,813.29
46338	27-Nov-2014	JOH130	JOHNSON, NORMAN R.	Issued	478	C	27.04
46339	27-Nov-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	478	C	511.33
46340	27-Nov-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	478	C	3,570.00
46341	27-Nov-2014	KLA010	KLASSEN, TIMOTHY	Cleared	478	C	75.00
46342	27-Nov-2014	KLI010	KLICK, LOUISE	Cleared	478	C	93.89
46343	27-Nov-2014	KOO015	KOOTENAY COLUMBIA TRAILS SOCIETY	Cleared	478	C	5,500.00
46344	27-Nov-2014	LEN002	LENARDON, THERESA	Cleared	478	C	80.00
46345	27-Nov-2014	LOR010	LORDCO PARTS LTD.	Cleared	478	C	835.34
46346	27-Nov-2014	MAC003	MACLAUCHLAN, ANSON	Cleared	478	C	78.15
46347	27-Nov-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	478	C	162.97
46348	27-Nov-2014	MID009	MIDDLEMISS, LOUISE	Cleared	478	C	545.36
46349	27-Nov-2014	MIL080	MILLER, SONJA	Cleared	478	C	60.00
46350	27-Nov-2014	MIL160	MILLS OFFICE PRODUCTIVITY	Cleared	478	C	541.71
46351	27-Nov-2014	MIN030	MINISTER OF FINANCE	Cleared	478	C	9,776.75
46352	27-Nov-2014	MIN090	MINISTER OF FINANCE	Cleared	478	C	150.44
46353	27-Nov-2014	MON060	MONCRIEF, BRENDA M	Cleared	478	C	52.00
46354	27-Nov-2014	NEI050	NEIGHBOURS COMPUTERS.CA	Cleared	478	C	173.59
46355	27-Nov-2014	NEO001	NEOPOST	Cleared	478	C	913.39
46356	27-Nov-2014	NOV020	NOVEL TOY CO. LTD.	Cleared	478	C	71.96
46357	27-Nov-2014	OPU010	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Cleared	478	C	898.28
46358	27-Nov-2014	PAC020	PACIFIC BLUE CROSS	Cleared	478	C	33,506.19
46359	27-Nov-2014	PEN002	PENGELLEY, JOHN	Cleared	478	C	133.75
46360	27-Nov-2014	POW100	POWER TECH ELECTRIC LTD.	Cleared	478	C	2,097.34
46361	27-Nov-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Cleared	478	C	4,604.63
46362	27-Nov-2014	SAR010	SARDINHA, TRACIE	Cleared	478	C	180.00
46363	27-Nov-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	478	C	109.93
46364	27-Nov-2014	SEL080	SELKIRK COLLEGE (TRAIL)	Cleared	478	C	638.00
46365	27-Nov-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	478	C	35.70
46366	27-Nov-2014	SEN030	SENFT, CINDY	Cleared	478	C	312.76
46367	27-Nov-2014	SEN070	SENFT, FREDRICK GEORGE	Cleared	478	C	180.00
46368	27-Nov-2014	SEX010	SEXAUER LTD.	Cleared	478	C	184.69
46369	27-Nov-2014	SIM070	SIMM, LARRY	Cleared	478	C	891.71
46370	27-Nov-2014	SIN030	SINGERS, JUDY	Cleared	478	C	92.35
46371	27-Nov-2014	SNC001	SNC-LAVALIN INC.	Cleared	478	C	3,472.88
46372	27-Nov-2014	SPO040	SPOONER, MARIA	Cleared	478	C	171.23

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Bank : 1 CIBC Bank - General							
46373	27-Nov-2014	SWA070	SWANSON, LORI	Cleared	478	C	146.85
46374	27-Nov-2014	TEA020	TEASDALE, BRYAN	Cleared	478	C	60.00
46375	27-Nov-2014	TEE020	TEES, KRISTAL	Cleared	478	C	80.50
46376	27-Nov-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	478	C	276.57
46377	27-Nov-2014	TER010	TERRA NOVA MOTOR INN	Cleared	478	C	214.69
46378	27-Nov-2014	TET010	TETRA TECH EBA INC.	Cleared	478	C	7,104.30
46379	27-Nov-2014	THE001	TRAVEL MEDICINE & VACCINATION CENTRE	Cleared	478	C	550.00
46380	27-Nov-2014	TOM050	TOMKAT AUTOMOTIVE	Cleared	478	C	93.78
46381	27-Nov-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Cleared	478	C	100.00
46382	27-Nov-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	478	C	12.97
46383	27-Nov-2014	VAL130	VALLEN	Cleared	478	C	28.09
46384	27-Nov-2014	VAN100	VAN HOLST, ROY	Cleared	478	C	562.05
46385	27-Nov-2014	VER080	VERSA-TASK SERVICES	Cleared	478	C	90.00
46386	27-Nov-2014	WES100	WESCO	Cleared	478	C	527.89
46387	27-Nov-2014	WHI100	WHITEHEAD, MARTIN	Cleared	478	C	485.00
46388	27-Nov-2014	WHI130	WHITE, CARLINA	Cleared	478	C	8.08
46389	27-Nov-2014	WYL010	WYLIE, BRIAN	Cleared	478	C	19.30
46390	27-Nov-2014	YOR010	YORSTON, DAVID	Cleared	478	C	17.16
46391	27-Nov-2014	YOU110	YOUNG, CINDY	Cleared	478	C	180.00
46392	27-Nov-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	478	C	27.68
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Total Manually Paid : 0.00				Total EFT File : 0.00			

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46393	02-Dec-2014	TAY080	TAYLOR, CODY	Cleared	481	C	1,274.25
46420	04-Dec-2014	ABE030	ABELL PEST CONTROL	Cleared	493	C	73.50
46421	04-Dec-2014	AKR010	AKRAN MARKETING	Cleared	493	C	1,859.13
46422	04-Dec-2014	ALV010	AL-VA IRRIGATION LTD.	Cleared	493	C	168.00
46423	04-Dec-2014	AND040	ANDREW SHERET LTD.	Cleared	493	C	124.90
46424	04-Dec-2014	ARM010	ARMSTRONG, VANCE	Cleared	493	C	29.43
46425	04-Dec-2014	ASP020	ASPLUNDH CANADA ULC	Cleared	493	C	693.00
46426	04-Dec-2014	BAY020	BAY AVENUE MUSIC	Cleared	493	C	304.63
46427	04-Dec-2014	BCS070	B.C. SPECIAL OLYMPICS TRAIL LOCAL	Cleared	493	C	1,000.00
46428	04-Dec-2014	BCT030	BC TRANSIT	Issued	493	C	123,142.00
46429	04-Dec-2014	BEA130	BEAVER VALLEY LIBRARY	Cleared	493	C	14,797.00
46430	04-Dec-2014	BEA150	BEAVER VALLEY NITE HAWKS	Cleared	493	C	352.00
46431	04-Dec-2014	BEL020	BELLA TIRE SERVICE CENTRE LTD.	Cleared	493	C	1,101.22
46432	04-Dec-2014	BEN015	BENEFITS BY DESIGN	Cleared	493	C	2,862.19
46433	04-Dec-2014	BLA040	BLACK SHEEP CREATIONS	Cleared	493	C	1,250.00
46434	04-Dec-2014	BOR010	BORSATO, ANDREW	Cleared	493	C	90.00
46435	04-Dec-2014	BOU010	BOUNDARY ELECTRIC(1985) LTD.	Cleared	493	C	42.01
46436	04-Dec-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	493	C	143.06
46437	04-Dec-2014	CAC020	CACCHIONI, ROBERT CAESAR	Cleared	493	C	163.36
46438	04-Dec-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	493	C	402.21
46439	04-Dec-2014	CAN170	CANADA POST CORP	Cleared	493	C	518.54
46440	04-Dec-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Cleared	493	C	66.27
46441	04-Dec-2014	CEC010	CECCHINI, PATRICIA	Cleared	493	C	156.08
46442	04-Dec-2014	CHR002	CHRISTINA LAKE STEWARDSHIP SOCIETY	Cleared	493	C	560.56
46443	04-Dec-2014	CHR270	CHRISTINA LAKE NEWS	Cleared	493	C	49.00
46444	04-Dec-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO	Cleared	493	C	2,000.00
46445	04-Dec-2014	CIB010	CIBC VISA	Cleared	493	C	7,407.79
46446	04-Dec-2014	CIE020	CI EXCAVATING	Cleared	493	C	1,052.10
46447	04-Dec-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	493	C	46.89
46448	04-Dec-2014	CLA130	CLARITY DEVELOPMENT CONSULTING INC.	Cleared	493	C	525.00
46449	04-Dec-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	493	C	119.50
46450	04-Dec-2014	COL360	COLUMBIA BASIN ENVIRONMENTAL EDUCAT	Issued	493	C	1,000.00
46451	04-Dec-2014	COR100	CORDILLERAN ECOLOGICAL	Cleared	493	C	10,582.50
46452	04-Dec-2014	CRE030	CREATIVE CUSTOM EMBROIDERY	Cleared	493	C	403.20
46453	04-Dec-2014	CRO060	CROCKETT, BERT	Cleared	493	C	163.36
46454	04-Dec-2014	DAI001	DAINES, MARK	Cleared	493	C	60.00
46455	04-Dec-2014	DAN090	DANCHUK, JOSEPH, P.	Cleared	493	C	180.08
46456	04-Dec-2014	DEA060	DEAN, DONNA	Cleared	493	C	441.68
46457	04-Dec-2014	DEL070	DELL CANADA INC	Cleared	493	C	1,685.12
46458	04-Dec-2014	DUR020	DURAND'S NURSERY	Cleared	493	C	42.00
46459	04-Dec-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	493	C	653.62
46460	04-Dec-2014	EVE050	NEIL, EVERETT C	Cleared	493	C	236.38
46461	04-Dec-2014	FAI030	FAIRBANK ARCHITECTS LTD	Cleared	493	C	773.77
46462	04-Dec-2014	FAR020	FARNUM, CARRIE	Cleared	493	C	67.05
46463	04-Dec-2014	FER130	FERRARO, BRIDGET	Cleared	493	C	184.48
46464	04-Dec-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	493	C	22,246.50
46465	04-Dec-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	493	C	615.51
46466	04-Dec-2014	FRO040	FRONTLINE FIRE DEPT. TRAINING INC.	Cleared	493	C	603.75
46467	04-Dec-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	493	C	221,538.21
46468	04-Dec-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	493	C	1,000.00
46469	04-Dec-2014	GAG001	GAGNON, ANDRE	Issued	493	C	60.00
46470	04-Dec-2014	GFO010	GOVERNMENT FINANCE OFFICERS ASSOC.	Cleared	493	C	630.00
46471	04-Dec-2014	GIN010	GINALIAS, JEFFREY, L	Cleared	493	C	79.15
46472	04-Dec-2014	GOL100	GOLDSBURY, CORRIE	Cleared	493	C	115.00

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Bank : 1 - CIBC Bank - General

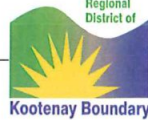
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Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
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46473	04-Dec-2014	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	Cleared	493	C	241.50
46474	04-Dec-2014	GRA039	GRAND FORKS COMMUNITY CHRISTMAS DIN	Cancelled	494	C	0.00
46475	04-Dec-2014	GRA047	GRANSTROM, GREG	Cleared	493	C	50.00
46476	04-Dec-2014	GRA065	GRAND FORKS SENIORS CENTER BR. 68	Cleared	493	C	400.00
46477	04-Dec-2014	GRA530	GRAND FORKS & BOUNDARY REGIONAL AGI	Cleared	493	C	2,500.00
46478	04-Dec-2014	GRA560	GRAND FORKS ROTARY CLUB	Cleared	493	C	1,500.00
46479	04-Dec-2014	GRE034	GREATER TRAIL MIDGET REP	Issued	493	C	275.00
46480	04-Dec-2014	GRE560	GREENWOOD HERITAGE SOCIETY	Cleared	493	C	434.05
46481	04-Dec-2014	GRI010	GRIEVE, ALI K.	Cleared	493	C	50.00
46482	04-Dec-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	493	C	109.83
46483	04-Dec-2014	HAL010	HALL PRINTING	Cleared	493	C	1,404.60
46484	04-Dec-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	493	C	341.05
46485	04-Dec-2014	HIR010	HIRAM, JANICE	Cleared	493	C	217.00
46486	04-Dec-2014	INL070	INLAND ALLCARE	Cleared	493	C	3,249.95
46487	04-Dec-2014	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Cleared	493	C	97.91
46488	04-Dec-2014	JJH010	J.J.H. ENTERPRISES	Cleared	493	C	2,099.03
46489	04-Dec-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Cleared	493	C	73.22
46490	04-Dec-2014	KAP020	KAPRAL, BRIANNA	Cleared	493	C	259.46
46491	04-Dec-2014	KET170	KETTLE VALLEY WASTE LTD.	Cleared	493	C	274.05
46492	04-Dec-2014	KET180	KETTLE, ALBERT	Cleared	493	C	289.20
46493	04-Dec-2014	KGC001	KGC FIRE RESCUE INC.	Cleared	493	C	1,232.00
46494	04-Dec-2014	KIM020	KIMCO CONTROLS LTD.	Cleared	493	C	187.95
46495	04-Dec-2014	KIN050	KING'S DOOR AND EXTERIOR LTD.	Cleared	493	C	163.80
46496	04-Dec-2014	KLA010	KLASSEN, TIMOTHY	Cleared	493	C	120.79
46497	04-Dec-2014	KOE010	KOERBER, LOREN A	Cleared	493	C	8.42
46498	04-Dec-2014	KOO027	KOOTENAY INDUSTRIAL SUPPLY LTD.	Cleared	493	C	94.08
46499	04-Dec-2014	KOO160	KOOTENAY COLUMBIA EDUCATIONAL HERIT	Cleared	493	C	1,800.00
46500	04-Dec-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	493	C	1,544.32
46501	04-Dec-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	493	C	154.30
46502	04-Dec-2014	KRA003	KRASTEL, MARK	Cleared	493	C	90.00
46503	04-Dec-2014	KRE010	KREWSKI, DENIS	Cleared	493	C	41.98
46504	04-Dec-2014	LAW025	LAWRENCE, LEE-ANNE	Cleared	493	C	500.00
46505	04-Dec-2014	LEA001	LEAVITT, LEO	Cleared	493	C	60.00
46506	04-Dec-2014	LIM020	LIMBERT, WAYNE	Issued	493	C	74.85
46507	04-Dec-2014	LIN100	LIND, STEPHANIE	Cleared	493	C	104.00
46508	04-Dec-2014	LOR010	LORDCO PARTS LTD.	Cleared	493	C	83.21
46509	04-Dec-2014	MAG020	MAGLIO INSTALLATIONS LTD.	Cleared	493	C	20,493.77
46510	04-Dec-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	493	C	46.60
46511	04-Dec-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	493	C	845.16
46512	04-Dec-2014	MAS110	MASON, JANET	Issued	493	C	57.90
46513	04-Dec-2014	MBL010	M.B. LABORATORIES LTD.	Cleared	493	C	472.50
46514	04-Dec-2014	MCA020	MCALPINE, CATHY	Cleared	493	C	38.07
46515	04-Dec-2014	MCG002	MCGREGOR, GRACE	Cleared	493	C	672.57
46516	04-Dec-2014	MCL030	MCLEAN, KIM	Cleared	493	C	90.00
46517	04-Dec-2014	MID007	MIDWAY R.C.M.P. COMMUNITY CONSULTATIV	Cleared	493	C	200.00
46518	04-Dec-2014	MIL160	MILLS OFFICE PRODUCTIVITY	Cleared	493	C	131.90
46519	04-Dec-2014	MIN120	MINISTER OF FINANCE	Cleared	493	C	60.80
46520	04-Dec-2014	MKL001	M K LAWN CARE	Cleared	493	C	694.05
46521	04-Dec-2014	PAR140	PARTRIDGE, JIM	Cleared	493	C	34.33
46522	04-Dec-2014	PEE020	PEET, AUSTIN	Cleared	493	C	131.19
46523	04-Dec-2014	PEE040	PEET, LEE	Cleared	493	C	52.00
46524	04-Dec-2014	PRI025	PRISM ENGINEERING	Cleared	493	C	490.88
46525	04-Dec-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	493	C	63,797.88

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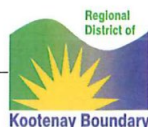
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 Cheque Dt. : 01-Dec-2014 To 31-Dec-2014
 Bank : 1 - CIBC Bank - General

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							
46526	04-Dec-2014	RIM010	RIMELL, CARLY, D.	Cleared	493	C	25.00
46527	04-Dec-2014	RIT030	RITCHIE, NICOLE	Cleared	493	C	25.06
46528	04-Dec-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	493	C	1,315.42
46529	04-Dec-2014	ROB080	ROBLIN, MONTY	Cleared	493	C	219.57
46530	04-Dec-2014	ROC030	ROCKY MOUNTAIN PHOENIX	Cleared	493	C	128.15
46531	04-Dec-2014	ROS450	ROSS, ANDREA	Cleared	493	C	25.06
46532	04-Dec-2014	ROT030	ROTVOLD, MARGUERITE	Cleared	493	C	527.95
46533	04-Dec-2014	ROZ020	ROZUM, JANA	Cleared	493	C	35.78
46534	04-Dec-2014	SCO025	SCOUTS CANADA - FIRST WARFIELD	Cleared	493	C	1,000.00
46535	04-Dec-2014	SEC030	SECURE BY DESIGN	Cleared	493	C	44.80
46536	04-Dec-2014	SEC040	SECURIGUARD SERVICES LIMITED	Cleared	493	C	20,603.73
46537	04-Dec-2014	SEX010	SEXAUER LTD.	Cleared	493	C	922.21
46538	04-Dec-2014	SEY010	SEYMOUR PLUMBING & HEATING	Cleared	493	C	168.00
46539	04-Dec-2014	SHA030	SHAW CABLE	Cleared	493	C	504.24
46540	04-Dec-2014	SIM070	SIMM, LARRY	Issued	493	C	90.00
46541	04-Dec-2014	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO	Issued	493	C	7,437.00
46542	04-Dec-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	493	C	100.80
46543	04-Dec-2014	TAY020	TAYLOR, BRIAN	Cleared	493	C	163.36
46544	04-Dec-2014	TED010	TED J. THOMAS & ASSOCIATES LTD.	Cleared	493	C	9,198.00
46545	04-Dec-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	493	C	11,382.36
46546	04-Dec-2014	TEL002	TELUS MOBILITY	Cleared	493	C	3,463.20
46547	04-Dec-2014	THE410	THE BOUNDARY SENTINEL	Cleared	493	C	200.00
46548	04-Dec-2014	TOM040	TOMASHEWSKY, ROSANNE	Cleared	493	C	59.00
46549	04-Dec-2014	TRA010	THE CITY OF TRAIL	Cleared	493	C	200.70
46550	04-Dec-2014	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Cleared	493	C	78.05
46551	04-Dec-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Cleared	493	C	50.00
46552	04-Dec-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	493	C	90.54
46553	04-Dec-2014	TRO010	TROWELEX RENTALS AND SALES	Cleared	493	C	411.03
46554	04-Dec-2014	TWI020	TWIN RIVERS CONTROLS	Cleared	493	C	302.40
46555	04-Dec-2014	UBC020	UBCM	Cleared	493	C	52.50
46556	04-Dec-2014	VAB010	VAB ENTERPRISES	Cleared	493	C	682.50
46557	04-Dec-2014	VAL130	VALLEN	Cleared	493	C	1,961.74
46558	04-Dec-2014	VEN010	VENTURE MECHANICAL SYSTEMS LTD	Cleared	493	C	2,787.75
46559	04-Dec-2014	VIS050	VISTA RADIO LTD.	Cleared	493	C	460.42
46560	04-Dec-2014	WAL080	WAL MART CANADA CORP	Cleared	493	C	266.85
46561	04-Dec-2014	WAL230	WALTS, MIKE	Cleared	493	C	1,227.49
46562	04-Dec-2014	WAY030	WAYNES EXCAVATING LTD.	Cleared	493	C	283.50
46563	04-Dec-2014	WDS010	W.D. SHEETMETAL LTD.	Cleared	493	C	67.99
46564	04-Dec-2014	WES100	WESCO	Cleared	493	C	2,034.95
46565	04-Dec-2014	WOL002	WOLFE, DEREK	Issued	493	C	90.00
46566	04-Dec-2014	WOR100	WORLEY, LINDA	Cleared	493	C	1,298.35
46567	04-Dec-2014	YOU080	YOUR DOLLAR STORE WITH MORE 180	Cleared	493	C	63.50
46568	11-Dec-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	505	C	238.14
46569	11-Dec-2014	ACT030	ACTIVE NETWORK	Issued	505	C	4,978.92
46570	11-Dec-2014	AND040	ANDREW SHERET LTD.	Cleared	505	C	66.56
46571	11-Dec-2014	APL010	A-PLUS ELECTRIC	Cleared	505	C	13,820.62
46572	11-Dec-2014	BAR060	BARRETT MOTORSPORTS & EQUIP.	Cleared	505	C	1,112.33
46573	11-Dec-2014	BAT030	BATTRICK & SONS LOCKSMITHING	Cleared	505	C	105.00
46574	11-Dec-2014	BEA020	BEAVER FALLS MACHINING LTD	Cleared	505	C	44.80
46575	11-Dec-2014	BEA620	BEAVER VALLEY BLOOMING SOCIETY	Cleared	505	C	1,615.00
46576	11-Dec-2014	BEL020	BELLA TIRE SERVICE CENTRE LTD.	Cleared	505	C	921.71
46577	11-Dec-2014	BEL070	BELL MEDIA RADIO GP	Cleared	505	C	569.52
46578	11-Dec-2014	BER120	BERTUZZI, LUIGI	Cleared	505	C	74.85

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
46579	11-Dec-2014	BIG030	BIG WHITE WATER UTILITY LTD.	Cleared	505	C	7,362.28
46580	11-Dec-2014	BLA080	BLACK JACK SKI CLUB	Cleared	505	C	7,500.00
46581	11-Dec-2014	BOU010	BOUNDARY ELECTRIC(1985) LTD.	Cleared	505	C	57.55
46582	11-Dec-2014	BRY090	BRYANT, DEAN	Issued	505	C	367.11
46583	11-Dec-2014	BUR090	BURGET, BETH, A.	Cleared	505	C	255.00
46584	11-Dec-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	505	C	123.20
46585	11-Dec-2014	CAN014	CANADA SAFETY EQUIPMENT LTD.	Cleared	505	C	52.27
46586	11-Dec-2014	CAR012	CARO ANALYTICAL SERVICES	Cleared	505	C	1,922.66
46587	11-Dec-2014	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO	Cleared	505	C	5,000.00
46588	11-Dec-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	505	C	46.89
46589	11-Dec-2014	CLA150	CLARKSON, ALBA	Cleared	505	C	230.48
46590	11-Dec-2014	DHC010	DHC COMMUNICATIONS INC.	Cleared	505	C	982.29
46591	11-Dec-2014	DIA030	DIAMETER SERVICES INC.	Cleared	505	C	2,932.65
46592	11-Dec-2014	DUE020	DUECK, TIM	Cleared	505	C	50.00
46593	11-Dec-2014	DUP001	DUPEE, ROBERT	Cleared	505	C	178.65
46594	11-Dec-2014	EDW060	EDWARDS, BILL	Cleared	505	C	733.14
46595	11-Dec-2014	FED020	FEDERATED CO-OPERATIVES LTD.	Cleared	505	C	688.74
46596	11-Dec-2014	FER001	FERRARO FOODS	Cleared	505	C	111.96
46597	11-Dec-2014	FLE015	FLEETCOR CANADA MASTERCARD	Cleared	505	C	2,673.35
46598	11-Dec-2014	FLE015	FLEETCOR CANADA MASTERCARD	Cleared	505	C	1,451.60
46599	11-Dec-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	505	C	854.26
46600	11-Dec-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	505	C	3,604.46
46601	11-Dec-2014	FOU080	FOUR STAR COMMUNICATIONS INC.	Cleared	505	C	205.80
46602	11-Dec-2014	FRI025	FRIENDS OF THE ROSSLAND RANGE SOCIE	Cleared	505	C	478.93
46603	11-Dec-2014	FRU020	FRUITVALE CO-OP	Cleared	505	C	254.00
46604	11-Dec-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	505	C	19.77
46605	11-Dec-2014	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTI	Cleared	505	C	700.34
46606	11-Dec-2014	GRA039	GRAND FORKS COMMUNITY CHRISTMAS DIN	Issued	505	C	300.00
46607	11-Dec-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	505	C	301.09
46608	11-Dec-2014	GRE080	GRESLEY-JONES, KEN	Cleared	505	C	223.99
46609	11-Dec-2014	GUA010	GUARANTEED AUTOMOTIVE	Cleared	505	C	1,703.96
46610	11-Dec-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	505	C	2,477.84
46611	11-Dec-2014	HAL010	HALL PRINTING	Cleared	505	C	1,613.56
46612	11-Dec-2014	HOO040	HOODLE, MELINA C	Cleared	505	C	1,218.97
46613	11-Dec-2014	IMP020	IMPERIAL OIL LIMITED	Cleared	505	C	905.12
46614	11-Dec-2014	INL070	INLAND ALLCARE	Cleared	505	C	2,180.56
46615	11-Dec-2014	INS050	INSIGHT CANADA INC	Cleared	505	C	7,629.44
46616	11-Dec-2014	INT017	INTERSTATE BATTERIES	Cleared	505	C	22.96
46617	11-Dec-2014	JER010	JERRY'S THREE VALLEY WATER	Issued	505	C	13.00
46618	11-Dec-2014	JOH012	JOHNSON, KIM, IN TRUST	Cleared	505	C	142.62
46619	11-Dec-2014	JON060	JONES, FRANCES	Cleared	505	C	74.85
46620	11-Dec-2014	K8T010	K8 TERING 2 U	Cleared	505	C	450.00
46621	11-Dec-2014	KET170	KETTLE VALLEY WASTE LTD.	Cleared	505	C	54,002.96
46622	11-Dec-2014	KON001	KONE INC.	Cleared	505	C	295.13
46623	11-Dec-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	505	C	115.80
46624	11-Dec-2014	LEX010	LEXISNEXIS CANADA INC.	Cleared	505	C	191.63
46625	11-Dec-2014	LIB010	LIBERTY FOOD STORES	Cleared	505	C	109.57
46626	11-Dec-2014	LOO020	LOOMIS EXPRESS	Cleared	505	C	71.58
46627	11-Dec-2014	LOR010	LORDCO PARTS LTD.	Cleared	505	C	557.32
46628	11-Dec-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	505	C	649.46
46629	11-Dec-2014	MAK010	MAKI, PHILLIP	Cleared	505	C	281.85
46630	11-Dec-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	505	C	311.63
46631	11-Dec-2014	MCG020	MCGREGOR, ROBERT	Cleared	505	C	200.00

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
46632	11-Dec-2014	MID160	MIDDLETON, ALLAN	Cleared	505	C	17.16
46633	11-Dec-2014	MIL160	MILLS OFFICE PRODUCTIVITY	Cleared	505	C	383.96
46634	11-Dec-2014	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Cleared	505	C	158.20
46635	11-Dec-2014	MON001	MONTROSE YOUTH ACTION TEAM SOCIETY	Cleared	505	C	1,430.16
46636	11-Dec-2014	MOO080	MOORE, JASON	Cleared	505	C	52.00
46637	11-Dec-2014	NEL060	NELSON, ELISABETH	Issued	505	C	58.60
46638	11-Dec-2014	NIC060	NICHOL, JEFF	Cleared	505	C	81.32
46639	11-Dec-2014	OSE002	O'SHEA, TERESA	Cleared	505	C	67.05
46640	11-Dec-2014	PAS060	THE PASTRY SHOP	Issued	505	C	232.10
46641	11-Dec-2014	PEE030	PEET, GREG	Issued	505	C	94.85
46642	11-Dec-2014	PET010	PETRO CANADA	Cleared	505	C	6,491.83
46643	11-Dec-2014	PHE020	PHELAN, TEJAY	Issued	505	C	67.05
46644	11-Dec-2014	PHE030	PHELAN, GARRETT	Issued	505	C	67.05
46645	11-Dec-2014	PHY010	PHYSIO-CONTROL CANADA SALES LTD.	Issued	505	C	245.75
46646	11-Dec-2014	POI050	POIRIER, MARIE-ANDREE	Issued	505	C	74.85
46647	11-Dec-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	505	C	603.80
46648	11-Dec-2014	PRO005	PROFIRE EMERGENCY EQUIPMENT	Cleared	505	C	1,064.00
46649	11-Dec-2014	RAC010	RACE TRAC FUELS	Cleared	505	C	679.66
46650	11-Dec-2014	REP020	REPIN, MICKEY	Cleared	505	C	1,288.11
46651	11-Dec-2014	RJA010	RJAMES MANAGEMENT GROUP	Cleared	505	C	2,509.48
46652	11-Dec-2014	ROC030	ROCKY MOUNTAIN PHOENIX	Cleared	505	C	304.78
46653	11-Dec-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	505	C	2,275.25
46654	11-Dec-2014	ROS010	THE CITY OF ROSSLAND	Cleared	505	C	125.24
46655	11-Dec-2014	ROS110	ROSSLAND COUNCIL FOR ARTS & CULTURE	Issued	505	C	1,633.00
46656	11-Dec-2014	ROS390	ROSSLAND TENNIS SOCIETY	Issued	505	C	821.93
46657	11-Dec-2014	SAV030	SAVOY EQUIPMENT LTD KELOWNA	Cleared	505	C	175.88
46658	11-Dec-2014	SCP010	SCP DISTRIBUTORS INC.	Cleared	505	C	60.54
46659	11-Dec-2014	SEI030	SEIB CONTRACTING LTD.	Cleared	505	C	2,257.50
46660	11-Dec-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	505	C	284.71
46661	11-Dec-2014	SEW010	SEW-IT BOAT TOPS & UPHOLSTERY	Issued	505	C	28.00
46662	11-Dec-2014	SEX010	SEXAUER LTD.	Cleared	505	C	112.31
46663	11-Dec-2014	SHA030	SHAW CABLE	Issued	505	C	61.55
46664	11-Dec-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	505	C	308.00
46665	11-Dec-2014	TDC020	TD CANADA TRUST	Cleared	505	C	1,944.84
46666	11-Dec-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cleared	505	C	2,253.90
46667	11-Dec-2014	TEL050	TELUS SERVICES INC.	Cleared	505	C	6,154.07
46668	11-Dec-2014	TER010	TERRA NOVA MOTOR INN	Cleared	505	C	305.00
46669	11-Dec-2014	THE010	THE SOURCE	Cleared	505	C	303.34
46670	11-Dec-2014	TIL010	TILLER, MEGAN	Issued	505	C	71.08
46671	11-Dec-2014	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Cleared	505	C	39.79
46672	11-Dec-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	505	C	13.26
46673	11-Dec-2014	TRE070	TREMBLAY, DONNA	Issued	505	C	52.00
46674	11-Dec-2014	VAL020	VALKYRIE LAW GROUP LLP	Cleared	505	C	8,094.32
46675	11-Dec-2014	VAN030	VANDERNIET, CEES	Cleared	505	C	962.52
46676	11-Dec-2014	VAN050	VAN HELLEMOND SPORTE LTD.	Cleared	505	C	187.61
46677	11-Dec-2014	VAN140	VAN HEMERT JV	Cleared	505	C	126.00
46678	11-Dec-2014	VIT001	VITALAIRE	Cleared	505	C	204.01
46679	11-Dec-2014	WAL230	WALTS, MIKE	Cleared	505	C	650.00
46680	11-Dec-2014	WAN050	WANETA AUTO AND EQUIPMENT REPAIR INC	Cleared	505	C	550.06
46681	11-Dec-2014	WAS010	WASTE MANAGEMENT	Cleared	505	C	657.59
46682	11-Dec-2014	WDS010	W.D. SHEETMETAL LTD.	Cleared	505	C	3,354.75
46683	11-Dec-2014	WES100	WESCO	Cleared	505	C	430.80
46684	11-Dec-2014	WHI120	WHITE, BROOKE	Cleared	505	C	10.13

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Bank : 1 CIBC Bank - General							
46685	11-Dec-2014	WON020	WONG, LI JUAN	Cleared	505	C	46.94
46686	11-Dec-2014	XER010	XEROX CANADA LTD.	Cleared	505	C	19.18
46687	11-Dec-2014	YOR020	YORSTON, KRISTEN	Cleared	505	C	17.70
46688	11-Dec-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	505	C	25.00
46732	19-Dec-2014	ACC050	ACCURAALARMS SECURITY SERVICE	Cleared	518	C	39.38
46733	19-Dec-2014	ACE010	A.C.E. COURIER SERVICES	Cleared	518	C	96.41
46734	19-Dec-2014	AIR001	AIR LIQUIDE CANADA INC.	Issued	518	C	21.17
46735	19-Dec-2014	AKR010	AKRAN MARKETING	Issued	518	C	2,248.40
46736	19-Dec-2014	ALP030	ALPINE DISPOSAL & RECYCLING	Cleared	518	C	33,464.71
46737	19-Dec-2014	AMF010	AM FORD	Cleared	518	C	75.00
46738	19-Dec-2014	AND040	ANDREW SHERET LTD.	Cleared	518	C	84.77
46739	19-Dec-2014	AND060	ANDISON, R. MARK	Cleared	518	C	176.77
46740	19-Dec-2014	ARM030	ARMOUR, JUSTINE	Cleared	518	C	67.05
46741	19-Dec-2014	ARS010	ARSENAULT, DARRYL	Issued	518	C	241.80
46742	19-Dec-2014	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Issued	518	C	761.60
46743	19-Dec-2014	BAB020	BA BENSON & SONS	Cleared	518	C	173.13
46744	19-Dec-2014	BAI030	BAIRD, BILL	Issued	518	C	16.13
46745	19-Dec-2014	BAL020	BALDY BOBCAT SERVICES	Issued	518	C	131.25
46746	19-Dec-2014	BIE010	BIEBERBACH, HORST	Cleared	518	C	74.85
46747	19-Dec-2014	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Cleared	518	C	875.00
46748	19-Dec-2014	BIG015	BIG WHITE GAS UTILITY LTD.	Issued	518	C	2,236.37
46749	19-Dec-2014	BIG025	BIG WHITE SEWER UTILITY LTD.	Issued	518	C	128.63
46750	19-Dec-2014	BIG060	BIG WHITE SKI RESORT LTD.	Issued	518	C	962.42
46751	19-Dec-2014	BIG130	BIG WHITE ELECTRICAL LTD.	Issued	518	C	679.66
46752	19-Dec-2014	BLA050	BLACK PRESS GROUP LTD.	Cleared	518	C	1,370.27
46753	19-Dec-2014	BON090	BOND, SHERRI	Issued	518	C	55.93
46754	19-Dec-2014	BOS080	BOSOVICH, MAURICE	Issued	518	C	1,000.00
46755	19-Dec-2014	BOU570	BOUNDARY DOG SLED ASSOCIATION	Issued	518	C	1,500.00
46756	19-Dec-2014	BRE090	BREDBECK, HAROLD	Cleared	518	C	415.79
46757	19-Dec-2014	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Cleared	518	C	329.70
46758	19-Dec-2014	BVC001	BV COMMUNICATIONS LTD.	Cleared	518	C	363.39
46759	19-Dec-2014	CAC020	CACCHIONI, ROBERT CAESAR	Cleared	518	C	16.13
46760	19-Dec-2014	CAM070	CAM CAMPBELL HOLDINGS	Cleared	518	C	12,993.54
46761	19-Dec-2014	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Issued	518	C	4,087.82
46762	19-Dec-2014	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Cleared	518	C	350.28
46763	19-Dec-2014	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	518	C	131.03
46764	19-Dec-2014	CAS016	CASCADES RECOVERY INC.	Cleared	518	C	4,726.71
46765	19-Dec-2014	CEN130	CENTRAL TARP & AWNING LTD.	Issued	518	C	786.24
46766	19-Dec-2014	CEN150	CENTURION 2000 FIRE PROTECTION	Cleared	518	C	62.90
46767	19-Dec-2014	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Cleared	518	C	1,020.00
46768	19-Dec-2014	CHR030	CHRISTINA LAKE FIRE DEPT	Issued	518	C	3,768.00
46769	19-Dec-2014	CIE020	CI EXCAVATING	Cleared	518	C	352.80
46770	19-Dec-2014	CIN001	CINTAS THE UNIFORM PEOPLE	Cleared	518	C	93.78
46771	19-Dec-2014	CLE050	CLEARTECH INDUSTRIES	Issued	518	C	152.53
46772	19-Dec-2014	COL017	COLBACHINI, CHERYL ANN	Cleared	518	C	119.50
46773	19-Dec-2014	COL090	COLUMBIA RECYCLE	Issued	518	C	520.00
46774	19-Dec-2014	COL390	COLUMBIA BASIN BROADBAND CORPORATIO	Cleared	518	C	1,120.00
46775	19-Dec-2014	COM003	COMMERCIAL AQUATIC SUPPLIES	Cleared	518	C	33.74
46776	19-Dec-2014	COM060	COMPLETE CLIMATE CONTROL INC.	Cleared	518	C	106.58
46777	19-Dec-2014	COR010	CORAL ENVIRONMENTS LTD.	Cleared	518	C	134.40
46778	19-Dec-2014	CRO060	CROCKETT, BERT	Cleared	518	C	16.13
46779	19-Dec-2014	DAN090	DANCHUK, JOSEPH, P.	Cleared	518	C	61.44
46780	19-Dec-2014	DDS010	D&D SERVICE CENTRE & STORAGE INC.	Cleared	518	C	76.16

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46781	19-Dec-2014	DEL070	DELL CANADA INC	Cleared	518	C	4,557.96
46782	19-Dec-2014	DEL100	DELTA T CONSULTANTS	Cleared	518	C	2,415.00
46783	19-Dec-2014	DGR020	D. G. REGAN & ASSOCIATES LTD.	Cleared	518	C	3,584.02
46784	19-Dec-2014	DIX040	DIXON, SHERRY - IN TRUST	Cleared	518	C	177.61
46785	19-Dec-2014	DOM020	DORMAR CONSTRUCTION MANAGEMENT	Issued	518	C	3,190.10
46786	19-Dec-2014	DUN040	DUNNEBACKE, KEN	Cleared	518	C	73.37
46787	19-Dec-2014	EAR020	EARTH MANAGEMENT LTD.	Issued	518	C	1,009.00
46788	19-Dec-2014	EMC050	EMCON SERVICES INC.	Issued	518	C	400.01
46789	19-Dec-2014	EMC070	EMCON SERVICES INC.	Issued	518	C	186.96
46790	19-Dec-2014	ENO010	ENORMOUS PRODUCTIONS	Cleared	518	C	1,165.50
46791	19-Dec-2014	FIR040	FIREFIGHTERS ASSOCIATION	Cleared	518	C	3,564.50
46792	19-Dec-2014	FIR230	FIRESTORM ENTERPRISES	Issued	518	C	432.32
46793	19-Dec-2014	FOR010	FORTISBC - ELECTRICITY	Cleared	518	C	6,531.79
46794	19-Dec-2014	FOR040	FORTIS BC - NATURAL GAS	Cleared	518	C	16,873.98
46795	19-Dec-2014	FOS010	FOSSEN AIR LTD	Issued	518	C	695.52
46796	19-Dec-2014	FRI015	FRIESEN, RICHARD	Issued	518	C	82.50
46797	19-Dec-2014	FRU010	THE VILLAGE OF FRUITVALE	Cleared	518	C	35,081.56
46798	19-Dec-2014	FRU070	FRUITVALE FIRE DEPT	Issued	518	C	442.00
46799	19-Dec-2014	FUN010	FUNK, DARRYL ALLAN	Cleared	518	C	188.99
46800	19-Dec-2014	GAB010	GABRIELLA'S RESTAURANTS LTD.	Cleared	518	C	6,536.08
46801	19-Dec-2014	GAT040	GATTAFONI, CARMEN	Cleared	518	C	44.66
46802	19-Dec-2014	GEE020	GEE, VICKI LYNN	Issued	518	C	33.87
46803	19-Dec-2014	GEN040	GENELLE VOLUNTEER FIRE DEPT	Cleared	518	C	442.00
46804	19-Dec-2014	GEO020	GEOTRAC SYSTEMS INC.	Issued	518	C	309.12
46805	19-Dec-2014	GES010	SONEPAR CANADA INC - GESCAN WEST	Cleared	518	C	136.25
46806	19-Dec-2014	GIL140	GILROYED, WAYNE	Issued	518	C	500.00
46807	19-Dec-2014	GLA040	GLACIER VALLEY TREE CARE LTD.	Cleared	518	C	288.75
46808	19-Dec-2014	GLE040	GLENMERRY GLASS LTD.	Issued	518	C	1,124.95
46809	19-Dec-2014	GLO010	GLOWA, DARLENE & ALLAN	Issued	518	C	52.00
46810	19-Dec-2014	GOO020	GOODWILL, JAMIE, R.	Cleared	518	C	335.67
46811	19-Dec-2014	GRA030	GRAND FORKS CURLING CLUB	Cleared	518	C	729.00
46812	19-Dec-2014	GRA047	GRANSTROM, GREG	Cleared	518	C	16.13
46813	19-Dec-2014	GRA050	GRAND FORKS HOME HARDWARE	Cleared	518	C	161.39
46814	19-Dec-2014	GRA055	GRAND FORKS RENOVATION CENTRE LTD.	Issued	518	C	278.60
46815	19-Dec-2014	GRE025	GREENWOOD REPAIRS	Cleared	518	C	420.00
46816	19-Dec-2014	GRE030	GREYHOUND COURIER EXPRESS	Issued	518	C	232.94
46817	19-Dec-2014	GRI010	GRIEVE, ALI K.	Issued	518	C	50.00
46818	19-Dec-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	518	C	105.53
46819	19-Dec-2014	HAG040	HAGEL, NICKI	Cleared	518	C	150.00
46820	19-Dec-2014	HAG060	HAGEL, SANDY	Issued	518	C	303.60
46821	19-Dec-2014	HALL010	HALL PRINTING	Cleared	518	C	450.09
46822	19-Dec-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	518	C	97.88
46823	19-Dec-2014	HAR180	TOM HARRIS CELLULAR LTD.	Cleared	518	C	451.93
46824	19-Dec-2014	HEA020	HEAVY METAL CO.	Issued	518	C	1,365.00
46825	19-Dec-2014	HOM010	HOME DEPOT CREDIT SERVICES	Cleared	518	C	70.35
46826	19-Dec-2014	HOR015	HORIZON NORTH RELOCATABLE STRUCTUR	Cleared	518	C	106.05
46827	19-Dec-2014	HOS040	HOSKINS, PENNY	Issued	518	C	114.24
46828	19-Dec-2014	HOW020	HOWALD, SARA	Issued	518	C	95.55
46829	19-Dec-2014	INF030	INFOSAT COMMUNICATIONS	Cleared	518	C	799.06
46830	19-Dec-2014	INS010	INSURANCE CORPORATION OF BC	Cleared	518	C	71,003.00
46831	19-Dec-2014	INT080	INTERIOR SIGNS	Issued	518	C	862.40
46832	19-Dec-2014	JJH010	J.J.H. ENTERPRISES	Cleared	518	C	283.40
46833	19-Dec-2014	JON080	JONES, COURTENAY	Cleared	518	C	82.43

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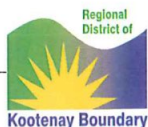
Seq : Cheque No. Status : All

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
46834	19-Dec-2014	K8T010	K8 TERING 2 U	Cleared	518	C	150.00
46835	19-Dec-2014	KEL030	CITY OF KELOWNA	Issued	518	C	3,149.90
46836	19-Dec-2014	KET010	KETTLE RIVER ECHO	Issued	518	C	640.00
46837	19-Dec-2014	KET080	KETTLE RIVER MECHANICAL	Issued	518	C	279.54
46838	19-Dec-2014	KET180	KETTLE, ALBERT	Issued	518	C	16.13
46839	19-Dec-2014	KOO200	KOOTENAY COFFEE COMPANY	Cleared	518	C	75.00
46840	19-Dec-2014	KOO210	KOOTENAY VALLEY WATER CO.	Cleared	518	C	23.85
46841	19-Dec-2014	KOR040	KORPACK CEMENT PRODUCTS	Issued	518	C	1,761.20
46842	19-Dec-2014	KRO010	KROG, NEIL	Cleared	518	C	147.23
46843	19-Dec-2014	LEN030	LENARDUZZI, LOUANN	Cleared	518	C	418.00
46844	19-Dec-2014	LEP010	LEPITRE, DONALD	Cleared	518	C	200.00
46845	19-Dec-2014	LOC025	LOCKHART, VICTOR	Issued	518	C	1,094.08
46846	19-Dec-2014	LOR010	LORDCO PARTS LTD.	Cleared	518	C	1,658.02
46847	19-Dec-2014	MAG020	MAGLIO INSTALLATIONS LTD.	Issued	518	C	2,467.50
46848	19-Dec-2014	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Cleared	518	C	122.45
46849	19-Dec-2014	MAI100	MAILEY, STEPHEN	Issued	518	C	23.56
46850	19-Dec-2014	MAR001	MARTIN, MICHAEL, T.	Cleared	518	C	33.87
46851	19-Dec-2014	MAR006	MARINO WHOLESALE LTD.	Cleared	518	C	88.48
46852	19-Dec-2014	MCG002	MCGREGOR, GRACE	Cleared	518	C	497.20
46853	19-Dec-2014	MIL160	MILLS OFFICE PRODUCTIVITY	Cleared	518	C	837.57
46854	19-Dec-2014	MON040	MONTROSE FIRE DEPARTMENT	Issued	518	C	442.00
46855	19-Dec-2014	MOO090	MOORE, MARY KATHLEEN	Cleared	518	C	33.87
46856	19-Dec-2014	MOU110	MOUNTAIN SHUTTLE/ KOOTENAY MOUNTAIN	Issued	518	C	328.13
46857	19-Dec-2014	NED030	NEDELEC, BRENDA	Cleared	518	C	28.57
46858	19-Dec-2014	NEL090	NELSON, RAYMOND G	Issued	518	C	94.85
46859	19-Dec-2014	NOR200	NORTHLAND CHIPPER SALES LTD.	Cleared	518	C	699.21
46860	19-Dec-2014	OKT010	OK TIRE STORE	Cleared	518	C	2,640.96
46861	19-Dec-2014	OME040	OMEGA COMMUNICATIONS LTD.	Cleared	518	C	132.16
46862	19-Dec-2014	OVE010	OVERWAITEA FOODS	Issued	518	C	16.59
46863	19-Dec-2014	PAH010	PAHL, EDWARD	Cleared	518	C	33.87
46864	19-Dec-2014	PAR050	PARSLOW LOCK & SAFE	Cleared	518	C	69.72
46865	19-Dec-2014	POW100	POWER TECH ELECTRIC LTD.	Cleared	518	C	3,717.38
46866	19-Dec-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	518	C	148.77
46867	19-Dec-2014	PRE020	PRESTIGE MOUNTAIN RESORT	Issued	518	C	625.40
46868	19-Dec-2014	PUR020	PUROLATOR COURIER LTD.	Cleared	518	C	24.21
46869	19-Dec-2014	RBM010	R B MECHANICAL	Issued	518	C	154.86
46870	19-Dec-2014	REC010	RECEIVER GENERAL FOR CANADA	Cleared	518	C	63,797.60
46871	19-Dec-2014	RIC010	RICOH CANADA INC.	Issued	518	C	184.76
46872	19-Dec-2014	RID010	RIDGETOP MEAT PIES	Cleared	518	C	4,341.10
46873	19-Dec-2014	RID020	RIDGE, RODGER	Issued	518	C	42.13
46874	19-Dec-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	518	C	4,765.80
46875	19-Dec-2014	ROC050	ROCKY MOUNTAIN AGENCIES	Cleared	518	C	2,863.39
46876	19-Dec-2014	ROC090	THE ROCK WALL PROJECT ENTUSIASTICO	Issued	518	C	985.01
46877	19-Dec-2014	ROC190	ROCK CREEK COMMUNITY MEDICAL SOCIET	Issued	518	C	40.00
46878	19-Dec-2014	ROS110	ROSSLAND COUNCIL FOR ARTS & CULTURE	Issued	518	C	2,167.00
46879	19-Dec-2014	ROS140	ROSSLAND FIRE DEPT.	Issued	518	C	442.00
46880	19-Dec-2014	ROS400	ROSSLAND WINTER CARNIVAL SOCIETY	Issued	518	C	1,000.00
46881	19-Dec-2014	ROT030	ROTVOLD, MARGUERITE	Cleared	518	C	233.68
46882	19-Dec-2014	RUS010	RUSSELL, ROLY	Issued	518	C	1,193.70
46883	19-Dec-2014	SCH012	SCHOOTSTRA, SARAH	Issued	518	C	52.00
46884	19-Dec-2014	SEL010	SELECT OFFICE PRODUCTS	Cleared	518	C	258.05
46885	19-Dec-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	518	C	604.18
46886	19-Dec-2014	SEN050	SENIOR CITIZEN'S ASSOC. #44	Issued	518	C	135.00

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Bank : 1 CIBC Bank - General							
46887	19-Dec-2014	SFE010	SFE LTD.	Issued	518	C	1,102.50
46888	19-Dec-2014	SHA030	SHAW CABLE	Issued	518	C	333.55
46889	19-Dec-2014	SMI150	SMITH, EDWARD I.	Cleared	518	C	197.79
46890	19-Dec-2014	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Issued	518	C	2,362.50
46891	19-Dec-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	518	C	91.77
46892	19-Dec-2014	SPO050	SPORT SYSTEMS UNLIMITED CORP	Cleared	518	C	215.39
46893	19-Dec-2014	STA007	DESJARDINS CARD SERVICES	Cleared	518	C	62.54
46894	19-Dec-2014	STE060	STEWART, BARB	Issued	518	C	561.75
46895	19-Dec-2014	STE130	STERICYLE COMMUNICATION SOLUTIONS	Issued	518	C	797.49
46896	19-Dec-2014	STO090	STOKES, JIM	Cleared	518	C	243.14
46897	19-Dec-2014	SUP030	SUPERIOR PROPANE INC.	Issued	518	C	569.59
46898	19-Dec-2014	SUP170	SUPER SAVE DISPOSAL INC.	Cleared	518	C	33,882.62
46899	19-Dec-2014	TAY020	TAYLOR, BRIAN	Issued	518	C	306.26
46900	19-Dec-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	518	C	76.33
46901	19-Dec-2014	TET010	TETRA TECH EBA INC.	Issued	518	C	5,775.00
46902	19-Dec-2014	THE010	THE SOURCE	Issued	518	C	45.73
46903	19-Dec-2014	THO007	THOMPSON, BRENDA	Issued	518	C	29.43
46904	19-Dec-2014	TRA010	THE CITY OF TRAIL	Cleared	518	C	12.35
46905	19-Dec-2014	TRA012	TRAIL GYMNASTICS CLUB	Issued	518	C	1,646.00
46906	19-Dec-2014	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Cleared	518	C	369.14
46907	19-Dec-2014	TRO010	TROWELEX RENTALS AND SALES	Cleared	518	C	469.22
46908	19-Dec-2014	TRO040	TROPHY DEN & GIFT SHOP	Issued	518	C	685.90
46909	19-Dec-2014	VAL050	VALLEY FILTER LTD.	Issued	518	C	72.45
46910	19-Dec-2014	VAL130	VALLEN	Cleared	518	C	770.92
46911	19-Dec-2014	WAJ010	WAJAX INDUSTRIAL COMPONENTS LP	Issued	518	C	327.62
46912	19-Dec-2014	WAL080	WAL MART CANADA CORP	Cleared	518	C	296.99
46913	19-Dec-2014	WAL090	WALKER, SARAH KELLY	Cleared	518	C	53.95
46914	19-Dec-2014	WAR040	WARFIELD FIRE DEPT. SOCIAL CLUB	Issued	518	C	442.00
46915	19-Dec-2014	WAT120	WATERHOUSE ENVIRONMENTAL SERVICES	Cleared	518	C	6,944.00
46916	19-Dec-2014	WDS010	W.D. SHEETMETAL LTD.	Issued	518	C	276.68
46917	19-Dec-2014	WEB050	WEBSTER SCHOOL PARENT ADVISORY COU	Issued	518	C	1,445.92
46918	19-Dec-2014	WES025	WESTEK CONTROLS LTD.	Cleared	518	C	94,157.70
46919	19-Dec-2014	WES100	WESCO	Cleared	518	C	39.58
46920	19-Dec-2014	WOR100	WORLEY, LINDA	Cleared	518	C	122.80
46921	19-Dec-2014	WUR010	WURFLINGER, JOHN & WENDY	Cleared	518	C	19.44
46922	19-Dec-2014	YOU080	YOUR DOLLAR STORE WITH MORE 180	Issued	518	C	12.10
46923	19-Dec-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	518	C	47.01
46924	19-Dec-2014	ZON020	ZONE WEST ENTERPRISES LTD.	Cleared	518	C	96.60
46925	23-Dec-2014	AIR001	AIR LIQUIDE CANADA INC.	Issued	520	C	220.65
46926	23-Dec-2014	BEN015	BENEFITS BY DESIGN	Issued	520	C	2,606.62
46927	23-Dec-2014	CAN024	CANCADD IMAGING SOLUTIONS LTD.	Issued	520	C	84.49
46928	23-Dec-2014	COO050	COOKSON MOTORS LTD.	Cleared	520	C	62.66
46929	23-Dec-2014	GUI001	GUILLEVIN INTERNATIONAL INC.	Cleared	520	C	2,635.57
46930	23-Dec-2014	HAL060	HALL'S BASICS & GIFTS LTD	Cleared	520	C	67.04
46931	23-Dec-2014	INS010	INSURANCE CORPORATION OF BC	Cleared	520	C	4,140.00
46932	23-Dec-2014	INT009	INTERIOR TESTING SERVICES LTD.	Issued	520	C	262.50
46933	23-Dec-2014	JUS010	JUSTICE INSTITUTE OF B.C.	Issued	520	C	109.83
46934	23-Dec-2014	KET170	KETTLE VALLEY WASTE LTD.	Issued	520	C	3,150.00
46935	23-Dec-2014	LOR010	LORDCO PARTS LTD.	Cleared	520	C	894.73
46936	23-Dec-2014	PLO040	PLOTNIKOFF, GARY	Issued	520	C	200.00
46937	23-Dec-2014	PRA040	PRAXAIR DISTRIBUTION	Cleared	520	C	248.06
46938	23-Dec-2014	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	520	C	354.87
46939	23-Dec-2014	ROG001	ROGERS	Cleared	520	C	136.48

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary-Bank


AP5090

Page : 10

Date : Jan 09, 2015

Time : 1:41 pm

Supplier : 084010 To ZUC010
 Cheque Dt. : 01-Dec-2014 To 31-Dec-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							
46940	23-Dec-2014	SEL160	SELKIRK SECURITY SERVICE	Cleared	520	C	243.94
46941	23-Dec-2014	SHA030	SHAW CABLE	Issued	520	C	52.30
46942	23-Dec-2014	SPE030	SPEEDPRO SIGNS PLUS	Cleared	520	C	4,704.00
46943	23-Dec-2014	SPI040	SPINCASTER PRODUCTIONS INC.	Issued	520	C	126.00
46944	23-Dec-2014	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	520	C	172.62
46945	23-Dec-2014	TEL002	TELUS MOBILITY	Issued	520	C	521.48
46946	23-Dec-2014	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	520	C	100.00
46947	23-Dec-2014	TWI070	TWISTED FORKS CATERING	Cleared	520	C	2,016.00
46948	23-Dec-2014	VAL050	VALLEY FILTER LTD.	Issued	520	C	70.58
46949	23-Dec-2014	VEN010	VENTURE MECHANICAL SYSTEMS LTD	Cleared	520	C	20,425.90
46950	23-Dec-2014	YRW010	Y & R WATER SALES & SERVICE INC.	Cleared	520	C	204.33
46951	23-Dec-2014	ZAN020	ZANUSSI, BRIAN	Cleared	520	C	193.19

Total Computer Paid : 1,345,187.38

Total EFT PAP :

0.00

Total Paid :

1,345,187.38

Total Manually Paid : 0.00

Total EFT File :

0.00

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



Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Griene	<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 Roly Russell	<input type="checkbox"/> Electoral Area E/West Boundary Director Vicki Gee
-----------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------

Applicant:	COMMUNITY FUTURES GREATER TRAIL		
Address:	825 Spokane Street Trail, BC V1R 3W4		
Phone:	250 364 2595	Fax:	
Email:	john@communityfutures.com		
Representative:	John Reed		
Make cheque payable to:	Community Futures		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

To support the Junior Dragons Den Youth business competition. (2nd annual)

Amount Requested: 4500 Approved by Director Griene Jan 6/14

Date: Dec 10, 2014
Signature: [Signature]
Print name: John Reed

Office Use Only

Grant approved by Director: A. Griene

Approved by Board: _____



Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Electoral Area B/Lower Columbia- Old Glory Director Linda Worley	Electoral Area C/Christina Lake Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Roly Russell	Electoral Area E/West Boundary Director Vicki Gee
-----------------------------------------	-------------------------------------------------------------------------------------	------------------------------------------------------------------	-----------------------------------------------------------------	---------------------------------------------------------

Applicant:	COMMUNITY FUTURES GREATER TRAIL		
Address:	825 Spokane Street Trail BC V1R 3W4		
Phone:	250 364 2595 Ext 28	Fax:	
Email:	john@communityfutures.com		
Representative:	John Reed		
Make cheque payable to:	Community Futures		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

To support the 2nd annual Senior Dragon Den Youth business competition.

Amount Requested: \$500 Approved by Director Worley Jan 5/14

Date: Dec 10, 2014

Signature: [Signature]

Print name: John Reed

Office Use Only


Grant approved by Director: L. Worley

Approved by Board: _____

Junior Dragons Den 2015

SPONSORSHIP ENGAGEMENT



Media fulfillment/ sponsorship level					
Website www.juniordragonsden.com	Platinum/ Founding partner \$10,000+	Gold \$5,000	Silver \$2500	Bronze \$1000	Friends of the Dragon \$500
Rotating Leaderboard banner on landing page (728 * 90)	Yes				
Sponsor profile and logo link	Yes	Yes	Yes		
Rotating Box ad on Blog page (350 * 250)	Yes		Yes		
Company listing with link on sponsor page	Yes	Yes	Yes	Yes	Yes
Live show at the Charles Bailey theatre					
Rotating logo placement LCD main screen	Yes	Yes	Yes	Yes	
Live Show mentions	Yes	Yes	Yes	End of show credit reel	End of show credit reel
On stage banner placement (must be freestanding)	Yes				
Front of stage banner placement (skirting level)	Yes	Yes	Yes		
Branded vehicle placement (outside entrance)	Yes				
Branded pop-up tent (balcony entrance)	yes				
Position on judging panel	Yes	1 st right of refusal after platinum sponsors	2 nd right of refusal after gold sponsors		

Media fulfillment/ sponsorship level	Platinum	Gold	Silver	Bronze	Friends of the Dragon
Online Social media					
Facebook page shout outs (frequency tbd)	Yes	Yes	Yes	Yes	Yes
Twitter shout outs (frequency tbd)	Yes	Yes	Yes	Yes	Yes
Junior Dragon's Den e-news (frequency of e-newsletters tbd)	Rotating Leaderboard banner	Rotating Box Ad banner	Rotating Footer banner	Link Button	
Radio					
On air mentions (tbc)	Yes	Yes			
Chance for live interviews (tbc)	Yes	Yes			
Credits on Video (tbc)	Yes	Yes	Yes	Yes	
Logo on posters and printed materials	Yes	Yes	Yes	Yes	Yes

Please note:

- Platinum/ Founding partners receive category/ business sector exclusivity and will be given first right of refusal for 2016.
- Participating companies are responsible for providing all collateral materials associated with their respective sponsorship level as required.

Build your sponsorship package today!

Contact – John Reed

CFDC Greater Trail p 250 368 1136 e john@communityfutures.com



Grant-in-Aid Request

Application to (please check where appropriate):

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:	SPONSORSHIP chair for ROSSLAND WINTER CARNIVAL 2015		
Address:	Larry Doell Box 1419 ROSSLAND BC V0G-1Y0		
Phone:	250-362-5522	Fax:	
Email:	doellphoto@shaw.ca		
Representative:	Larry Doell		
Make cheque payable to:	ROSSLAND WINTER CARNIVAL Committee.		

What is the Grant-in-Aid for:

To help fund activities & events for the ANNUAL CARNIVAL HIGHLY ATTENDED BY AREA B & surrounding area RESIDENTS.

Amount Requested: \$1000.00 (one thousand dollars)

Date: December 10/14

Signature: _____

Print name: LARRY DOELL

SUBMIT

Office Use Only

Grant approved by Director: _____

Approved by Board: _____

ROSSLAND WINTER CARNIVAL COMMITTEE

Box 1419

ROSSLAND, BC V0G1Y0



Dear Linda Worley c/o RDKB Area B

Hello from the 2015 Rossland Winter Carnival Committee!

This is the 118th year of the famous Rossland Winter Carnival. The dates for the 2015 Carnival will be January 29-February 1.

Once again the event promises to be a full on Celebration of Snow and Mountain Culture. Among the returning Old Favorites are The Bobsled Race, the John Heinz Cup, the downtown Rail Jam Competition, Ice Bar and more. The Events will radiate from Rossland's downtown core, up to and including Red Mountain.

A Celebration of Winter and Community, The Rossland Winter Carnival attracts thousands of participants and spectators from the South Kootenays and beyond. This is a Great Opportunity for businesses to participate and to receive valuable exposure!

This event cannot survive without sponsorship from the business community. We need your financial support! By supporting the Rossland Winter Carnival, with cash or an in kind donation, you are showing your Carnival Spirit and will receive great exposure in our promotional materials. We have the enthusiasm to thrive, but we need your financial support to survive! We invite you to consider one of five levels of sponsorship available and to choose the one that best suits the needs of your business.

Bronze Sponsorship Level - \$100 - \$299

- Company recognition at events
- Printed thank-you in news paper

Silver Sponsorship Level - \$300 - \$499

- Same as bronze sponsorship plus..
- Company logo on schedule of events

Gold Sponsorship Level - \$500+

- Same as silver sponsorship plus...
- Corporate Logo on all promotional material
- Banner at key events

Platinum Sponsorship Level - \$1,000+

- Same as gold sponsorship plus...
- Special recognition as Platinum sponsor on promotional material
- Sponsored Radio Ad

Platinum Plus Sponsorship Level - \$2,000+


- Same as platinum sponsorship plus.
- Event title option
- 4 x Rotary Wine tasting

The Rossland Winter Carnival is the oldest community organized carnival in British Columbia. Any help that you can offer would be greatly appreciated. GET INVOLVED!!! - Organize an event, enter a team in an event or get a float in the Friday night parade. Your participation is critical to us. We are always looking for new ideas. If you have any questions please do not hesitate to contact us, we would love to hear from you.

Thank you for your consideration,

Larry Doell,
Sponsorship Chair, Rossland Winter Carnival
doellphoto@shaw.ca
250-362-5522



REGIONAL DISTRICT OF KOOTENAY BOUNDARY FILE #  JAN 15 2015 DOC # REF. TO: Application to (please check where appropriate): CC:		<h1>Grant-in-Aid Request</h1>		
Electoral Area A Director Ali Grieve	<input checked="" type="checkbox"/> Electoral Area B/ Lower Columbia- Old Glory Director Linda Worley	Electoral Area C/ Christina Lake Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Roly Russell	Electoral Area E/ West Boundary Director Vicki Gee

Applicant:	Zone 6 B.C. Seniors Games		
Address:	99-825 Merry CK Road Castlegar B.C. V1N 2P1		
Phone:	250 365 1802	Fax:	
Email:	macgregory@telus.net		
Representative:	Kathy Gregory		
Make cheque payable to:	Zone 6 B.C. Seniors Games		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Assist in helping seniors participate in the 55 ⁺ Seniors Games in North Vancouver

Amount Requested: \$400.00

Date: Jan. 12, 2015
 Signature: Kathy Gregory
 Print name: KATHY GREGORY

SUBMIT

Office Use Only

Grant approved by Director:

Linda Worley

Approved by Board:



January, 2015

Zone 6, 55+ BC Games
99 – 825 Merry Creek Road
Castlegar, B.C.
V1N 2P1

To whom it may concern

The 55 Plus BC Seniors Games promote the active participation in fitness and wellness in sport, recreation and education for B.C. Seniors. This annual four-day celebration attracts about 3500 adults participating in up to 30 sport events. All participants qualifying for the different events, are 55 years or older, representing 13 regions in the province.

Zone 6, West Kootenay-Boundary, holds monthly organizational meetings and participants are busy with their preparation for their events in the 2015 BC Seniors Games throughout the year. The 2015 Games will be located in North Vancouver from August 25 to August 29.

Our goal is to provide for as many participants as possible, an opportunity to develop a healthy active lifestyle and participate in their event of choice. Our Region covers from Rock Creek to Riondel to Nakusp and south to the US border. We are trying to encourage an increase in the number of participants in the games for 2015. The West Kootenay-Boundary seniors ask for your support to help the participants and the volunteer administration prepare for and attend these Games. Seniors in this Zone promote the games locally through the media, posters and brochures. We are anxiously looking forward to doing well again in North Vancouver.

I thank you for your support in the past and hope we can count on your support and generosity this year. We thank you for your consideration of this request.

Enclosed please find our Sponsorship Brochure.

Sincerely

Kathy Gregory

Corresponding Secretary, Zone 6



203 – 2453 Beacon Avenue, Sidney, BC V8L 1X7

Phone: 778.426.2940
Email: bcs@shaw.ca

Fax: 778.426.2941
Website: www.bcseniorgames.org

ZONE 6

SPONSORSHIP PROGRAM

The BC Seniors Games was established in 1987 to produce an annual 'multisport games' for the 55+ BC residents. The first Games were held in Vernon in 1988 with 15 events and 650 participants. In 2011 the Games were held in West Kootenays with 25 events and close to 3,200 participants. The 2012 Games will be held in Burnaby which will mark our 25th Anniversary and close to 4,000 participants are expected.

The BC Seniors Games is a volunteer base non-profit society which consists of 12 Zones, each of who has its own Executive and Committees. Each Zone is responsible for the organization and administration of the Zones process for registering its members in their choice of the 24+ sports within the BC Seniors Games, chosen by the Host Society.

The continual challenge we face is to make resources available to meet the needs at the Zone level. To this end, we are seeking sponsors who share our commitment to seniors, by helping us provide the opportunity to participate in activities that promote a healthy lifestyle.

We encourage organizations and businesses within the community to consider our sponsorship program.

All sponsors will be listed on the Zone web page.

Levels of sponsorship are below:

Zone Level Sponsorship and Recognition Program:

Spirit Bear \$1500.00 Sponsorship

- Shadow Box containing current year's medals
- Logo or Company recognition on Zone website from January 1 to December 31
- Logo or Company recognition on each Zone Newsletter or news updates (if Zone produces one)
- Invitation to speak to Zone members (if applicable)
- Opportunity for in-kind sponsorship
- Logo or Company recognition on back fold of Zone brochure information page
- Invitation to Zone AGM for recognition and appreciation of contribution

Zone Level Sponsorship and Recognition Program

Dogwood \$750.00 Sponsorship

- Logo or Company recognition on Zone website from January 1 to December 31
- Logo or Company recognition on each Zone Newsletter or news updates (if Zone produces one)
- Invitation to speak to Zone members (if applicable)
- Opportunity for in-kind sponsorship
- Logo or Company recognition on back fold of Zone brochure information page
- Invitation to Zone AGM for recognition and appreciation of contribution

Maple \$400.00 + Sponsorship

- Logo or Company recognition on Zone website from January 1 to December 31
- Logo or Company recognition on Zone Newsletters or news updates (if Zone produces one)
- Invitation to speak to Zone members (if applicable)
- Opportunity for in-kind sponsorship
- Invitation to Zone AGM for recognition and appreciation of contribution

Arbutus \$100.00+ Sponsorship

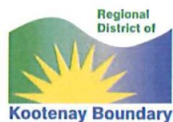
- Logo or Company recognition on Zone website from January 1 to December 31
- Opportunity for in-kind sponsorship
- Invitation to Zone AGM for recognition and appreciation of contribution

In the event that a Sponsor elects to provide logos for team uniforms (which must conform with the BC Seniors Games Society Policy on "Logos on Team Uniforms" which can be found at www.bcseniorgames.org) they will not be eligible for benefits associated with the above sponsorship levels.

BCSGS Sponsorship Program

If a zone gets a \$5000.00 or more cash sponsorship for the BCSGS, the zone will receive a 25% finder fee.

"...Come Play With Us ..."



Grant-in-Aid Request

Application to (please check where appropriate):

<input type="checkbox"/>	Electoral Area A Director Ali Grieve	<input type="checkbox"/>	Electoral Area B/ Lower Columbia- Old Glory Director Linda Worley	<input checked="" type="checkbox"/>	Electoral Area C/ Christina Lake Director Grace McGregor	<input type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/>	Electoral Area E/West Boundary Director Vicki Gee
--------------------------	-----------------------------------------	--------------------------	-------------------------------------------------------------------------------	-------------------------------------	-------------------------------------------------------------------	--------------------------	--------------------------------------------------------------------	--------------------------	---------------------------------------------------------------

Applicant:	Christina Gateway Community Development Association		
Address:	1675 HWY 3, Christina Lake, BC V0H 1E2		
Phone:	250-447-6165	Fax:	
Email:	coordinator.christinalake@gmail.com		
Representative:	Sandy Mark		
Make cheque payable to:	Christina Gateway CDA		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Promoting Christina Lake as the best community to live in.

Amount Requested: \$4687.20

*Approved by Director/Chair McGregor
Jan 16/15*

Date: 1/16/15

Signature: *Sandy Mark*

Print name: Sandy Mark

SUBMIT

Office Use Only

Grant approved by Director: *G McGregor*

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"/> Electoral Area B/ Lower Columbia- Old Glory Director Linda Worley	<input checked="" type="checkbox"/> Electoral Area C/ Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area D/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area E/West Boundary Director Vicki Gee
------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------

Applicant:	Zone 6 B.C. Seniors Games		
Address:	99-825 Merry CK Road Castlegar B.C. V1N 2P1		
Phone:	250 365 1802	Fax:	
Email:	macgregory@telus.net		
Representative:	Kathy Gregory		
Make cheque payable to:	Zone 6 B.C. Seniors Games		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Assist in helping seniors participate in the 55 ⁺ Seniors Games in North Vancouver

Amount Requested: \$400.00

Date: Jan. 12, 2015

Signature: Kathy Gregory

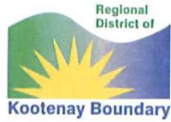
Print name: KATHY GREGORY

SUBMIT

Office Use Only

Grant approved by Director: [Signature]

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"/>	Electoral Area B/ Lower Columbia- Old Glory Director Linda Worley	<input checked="" type="checkbox"/>	Electoral Area C/ Christina Lake Director Grace McGregor	<input type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/>	Electoral Area E/West Boundary Director Vicki Gee
--------------------------	-----------------------------------------	--------------------------	-------------------------------------------------------------------------------	-------------------------------------	-------------------------------------------------------------------	--------------------------	--------------------------------------------------------------------	--------------------------	---------------------------------------------------------------

Applicant:	Boundary Country Regional Chamber of Commerce		
Address:	Box 2949, Grand Forks, BC. V0H 1H0		
Phone:	250-442-2722	Fax:	250-442-5311
Email:	info@boundarychamber.com		
Representative:	James Wilson		
Make cheque payable to:	BCRCC		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

The request for funding will be used by the Chamber to leverage other funds for projects and initiatives that will strengthen the Boundary Business community.

Amount Requested: ~~\$ 3000~~ 2,500 *Approved by Director/Chair
McGregor Jan 21/15*

Date: January 13th 2015

Signature: james@boundarycf.com Digitally signed by james@boundarycf.com
DN: cn=james@boundarycf.com
Date: 2015.01.13 14:52:14 -0800

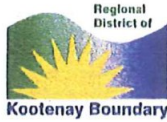
Print name: James Wilson

SUBMIT

Office Use Only

Grant approved by Director: G. McGregor

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 checked="" type="checkbox"/> Electoral Area D/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/> West Boundary (Electoral Area E) Director Vicki Gee
------------------------------------------------------------------	------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------

Applicant:	Grand Forks Figure Skating Club		
Address:	Box 1044 Grand Forks BC V0H 1H0		
Phone:	250-442-0949	Fax:	
Email:			
Representative:	Cherylle Smuland, President		
Make cheque payable to:	Grand Forks Figure Skating Club		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

It will be for ice rental costs and coaching fees/wages.

Amount Requested: \$1,000.00 Approved by Director Russell
Jan 15/15

Date: Dec. 15/2014
Signature: [Signature]
Print name: Susan Hoekstra

SUBMIT

Office Use Only

Grant approved by Director: R. Russell

Approved by Board: _____



R. Russell
 Irene Perepolkin
 Regional District of Kootenay Boundary
 2140 Central Avenue
 Grand Forks, BC
 V0H 1H0

Sorry

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	DEC - 5 2014
DOC #
REF. TO:	T.L.
CC:	R. Russell

October 1, 2014

Re: Sponsorship request

Susan Hoekstra
 Dear Ms. Perepolkin,

My name is Susan Hoekstra and I am a board member of the Grand Forks Figure Skating Club. The GFFSC, a Skate Canada club, has been a presence in this community for over 50 years. We are dedicated to providing lifetime skills, fun, fitness and achievement to Boundary youth.

There are however, many expenses connected with running a non-profit organization and we rely for funding solely on our own fundraising events and the support of local businesses. After several years of posting negative cashflow, the club has returned to a sound and balanced fiscal position. Nevertheless, ice costs at the local arena are among the highest in the Kootenays at \$81/hr. Our ice rental for the 2014/2015 season will cost approximately \$24,000. Additionally with the cost of a level 2 coach, it is understandable that our club would welcome sponsorships to reduce membership costs for existing members and to attract new members.

We would be grateful for your donation of \$1,000 and in return, we would have you listed as a sponsor on all our club literature, newsletters, bulletin postings, banners, newspaper ads, ice show announcements and our upcoming Facebook page. You will help introduce a new generation of kids to the sport of figure skating with your contribution.

Should you have any questions associated with this request please do not hesitate to contact me via email: stektech@uniserve.com

Thank you for giving this your consideration.

Best regards,

S. Hoekstra
 Susan Hoekstra
 Treasurer
 GFFSC



Grant-in-Aid Request

Application to (please check where appropriate):

<input 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 checked="" type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/>	Electoral Area E/West Boundary Director Vicki Gee
--------------------------	--------------------------------------------	--------------------------	-------------------------------------------------------------------------------	--------------------------	-------------------------------------------------------------------	-------------------------------------	--------------------------------------------------------------------	--------------------------	---------------------------------------------------------------

Applicant:	City of Grand Forks		
Address:	7217 4th Street, Grand Forks, BC		
Phone:	250.442.8266	Fax:	
Email:	swinton@grandforks.ca		
Representative:	Sarah Winton		
Make cheque payable to:	City of Grand Forks		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Family Day event - three days from February 7-9, to assist in providing free activities over three days to celebrate families in the area.

Amount Requested: 500.00 *Approved by Director Russell Jan 21/15*

Date: January 9th, 2015

Signature: *[Signature]*

Print name: SARAH WINTON

SUBMIT

Office Use Only

Grant approved by Director: *R. Russell*

Approved by Board: _____



THE CORPORATION OF THE CITY OF GRAND FORKS

7217 – 4TH STREET, BOX 220 · GRAND FORKS, BC V0H 1H0 · FAX 250-442-8000 · TELEPHONE 250-442-8266

January 8, 2015

Mr. Roly Russell
Area D Director
Grand Forks, BC

Dear Roly:

Re: Family Day

This year the City of Grand Forks will be hosting the annual Family Day weekend event for the second year. Our first year was a great success and this year we hope to make it even better.

Once again the City would like to invite Area D to sponsor a portion of the Family Day weekend, with a contribution of \$500.00. Your contribution will support the City in providing free activities over a three day weekend for families in our community. The activities will utilize the areas excellent amenities and includes: the skating rink, swimming pool, Gem Theatre, Bowling Alley and Phoenix Ski Hill as well as the downtown core for a special afternoon of Hockey, fun and food. All sponsors will be recognized on any marketing and promotional material developed for this Family Day event.

The City hopes to grow this event in the future and invites you to participate in the development of the Family Day weekend this year and in years to come.

Yours truly,

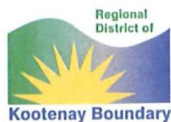
A handwritten signature in black ink, appearing to read "Sarah Winton", written over a horizontal line.

Sarah Winton
Acting Corporate Officer / Communications



Website: www.grandforks.ca

Email: info@grandforks.ca



Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grieve	Electoral Area B/ Lower Columbia- Old Glory Director Linda Worley	Electoral Area C/ Christina Lake Director Grace McGregor	<input checked="" type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Roly Russell	Electoral Area E/West Boundary Director Vicki Gee
-----------------------------------------	-------------------------------------------------------------------------------	-------------------------------------------------------------------	-------------------------------------	--------------------------------------------------------------------	---------------------------------------------------------------

Applicant:	Boundary Country Regional Chamber of Commerce		
Address:	Box 2949, Grand Forks, BC. V0H 1H0		
Phone:	250-442-2722	Fax:	250-442-5311
Email:	info@boundarychamber.com		
Representative:	James Wilson		
Make cheque payable to:	BCRCC		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

The request for funding will be used by the Chamber to leverage other funds for projects and initiatives that will strengthen the Boundary Business community.

Amount Requested: ~~\$ 3000~~ \$ 2,500 *Approved by Director Russell Jan 21/15*

Date: January 13th 2015

Signature: james@boundarycf.com
Digitally signed by james@boundarycf.com
 DN: cn=james@boundarycf.com
 Date: 2015.01.13 14:52:14 -0800

Print name: James Wilson

SUBMIT

Office Use Only

Grant approved by Director: R. Russell

Approved by Board: _____

REGIONAL DISTRICT OF
KOOTENAY BOUNDARY

FILE #

JAN 15 2015

DOC #

REF. TO:

CC:

Application to (please check where appropriate):

Grant-in-Aid Request

<input 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 checked="" type="checkbox"/>	Electoral Area D/ Rural Grand Forks Director Roly Russell	<input type="checkbox"/>	Electoral Area E/West Boundary Director Vicki Gee
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Applicant:	Zone 6 B.C. Seniors Games		
Address:	99-825 Merry Ck Road Castlegar B.C. V1N 2P1		
Phone:	250 365 1802	Fax:	
Email:	macgregory@telus.net		
Representative:	Kathy Gregory		
Make cheque payable to:	Zone 6 B.C. Seniors Games		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Assist in helping seniors participate
in the 55⁺ Seniors Games in
North Vancouver

Amount Requested: \$400.00 Approved by Director
Russell Jan 21/15

Date: Jan. 12, 2015

Signature: Kathy Gregory

Print name: KATHY GREGORY

SUBMIT

Office Use Only

Grant approved by Director: R. Russell

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 Roly Russell	West Boundary (Electoral Area E) Director Vicki Gee
--------------------------------------------	--------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------------------------------------

Applicant:	Midway Public Library		
Address:	Box 268, 1612 16th Avenue Midway BC V0H1H0		
Phone:	250 449 2620	Fax:	250 449 2389
Email:	midwaypubliclibrary@gmail.com		
Representative:	Nicole Ferrier		
Make cheque payable to:	Midway Public Library.		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

We are requesting funds to replace old and dated computer systems for public access systems in the Midway Public Library.

Amount Requested: 1200.00

Date: December 12, 2014

Signature: Nicole Ferrier

Print name: Nicole Ferrier

Please pay from
2015 funds

SUBMIT

Office Use Only

Grant approved by Director:

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 Roly Russell	West Boundary (Electoral Area E) Director Vicki Gee
--------------------------------------------	--------------------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------------------------------------------	--------------------------------------------------------------

Applicant:	Kelowna Ski Club / Big White Racers		
Address:	Unit #144, #9 - 3151 Lakeshore Road Kelowna, BC V1W 3S9		
Phone:	250 515 8172	Fax:	
Email:	janjenkins@shaw.ca jan@bigwhiteracers.com		
Representative:	Jan Jenkins Club Secretary		
Make cheque payable to:	Kelowna Ski Club		

GIA Requests of \$5,000.00 or more may require official receipt

What is the Grant-in-Aid for:

We are hosting 3 big races this season
Western Ski Cross, U12 provincials, Okanagan Zone Finals
We need the grant for new Gates, radios, wireless timers

Amount Requested: ~~\$ 5000.00~~ \$ 2,500.00 US.

Date: Dec 9, 2014

Signature: [Signature]

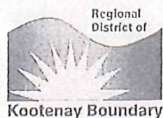
Print name: Jan Jenkins

SUBMIT

Office Use Only

Grant approved by Director: V. Gee

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 Roly Russell	<input checked="" type="checkbox"/> West Boundary (Electoral Area E) Director Vicki Gee
-----------------------------------------	-----------------------------------------------------------------------------	-----------------------------------------------------------------	--------------------------------------------------------------------	-----------------------------------------------------------------------------------------------

Applicant:	The Kelowna & District Society for People In Motion		
Address:	#23-1720 Ethel Street, Kelowna, BC V1Y 2Y7		
Phone:	250-861-3302	Fax:	250-861-3388
Email:	kdspim@gmail.com		
Representative:	Louise Abbott - Executive Director		
Make cheque payable to:	People In Motion		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Funds would be used to manage and facilitate our Adaptive Snow Sports program that is located at Big White Ski Resort. People In Motion provides individuals with a variety of disAbilities to participate in Adaptive Alpine Skiing, downhill Sit Skiing, Mono-Skiing and Adaptive Snow Boarding.

Amount Requested: ~~4000.00~~ \$ 1,000⁰⁰

Date: December 8, 2014

Signature: *Louise Abbott*

Print name: Louise Abbott

SUBMIT

Office Use Only

Grant approved by Director: *V. Gee*

Approved by Board: _____



The Kelowna & District Society for (People In Motion) is pleased to provide the Regional District of Kootenay Boundary information about our successful and ever so popular Adaptive Snow Sports program that runs out of Big White Ski Resort and managed and facilitated by People In Motion. We are applying for the Grant-in-Aid funding from the Regional District of Kootenay Boundary for this program as we manage and facilitate this program and provide services to participants within the boundary of RDKB. Last season People In Motion served 167 individuals who participated in Adaptive Snow Sports activities.

Adaptive Snow Sports Program

People In Motion provides a full guest service experience for people with disAbilities with instructional programs in adaptive Alpine skiing; downhill Sit-Ski, Mono-Ski, and recently added as of this year Adaptive Snow Boarding and Cross Country Skiing.



Participants have special needs that cannot be met by traditional skiing or boarding teaching methods and they enjoy the thrill of skiing/boarding & the pride of accomplishment. They acquire alliances with fellow athletes and volunteers, enhancing their lives physically and emotionally.

This year we have a roster of 49 adaptive snow sports volunteers that we train and mentor throughout the season, this helps to improve their own skills in physical and therapeutic recreation, special education, and



to provide adaptive winter sports training for people with disAbilities in a safe and fun environment. All of our volunteers are CADS level 1 instructors, we now have 10 volunteers who are now CADS level 2 instructors and 1 CADS level 3. Big White Mountain Resort generously donates space and use of the lift services. Resort management is fully supportive of our adaptive snow sports program as an independent program run by our Society.

Special events in addition to our regular activities for this program also included a day tailored for autistic children and youth and their families in February giving them the ability to enjoy the ski hill on either a sit ski or regular skis, boarding or cross country skis. We have many regular clients who have Autism but this day is a day especially tailored to families, children and youth who are new to adaptive skiing and would like to try this sport out. In March we hold our annual Kids In Motion Family Fun Day at Big White that



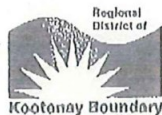
allows children & youth and their families to take part in a variety of adaptive winter sports (adaptive downhill skiing, cross country skiing, snow shoeing, skating, tubing and sleigh rides). This event is always a huge success as it allows for the entire family to participate without adding any financial stress to the family.

#23-1720 Ethel Street, Kelowna, BC V1Y 2Y7
250-861-3302 email - info@pimbc.ca
www.pimbc.ca

The Kelowna & District Society For People In Motion
 Adaptive Snow Sports Program Budget
 Program Revenue/Expenses 2014-2015

Adaptive Snow Sports		Total
Revenues		
Community Gaming Grant	\$9,000.00	\$9,000.00
Fundraising	\$3,000.00	\$3,000.00
Membership Fees	\$240.00	\$240.00
Donations	\$2,000.00	\$2,000.00
Regional District Kootenay Boundary	\$4,000.00	\$4,000.00
Regional District Central Okanagan	\$5,000.00	\$5,000.00
Sub-Total	\$23,240.00	\$23,240.00
"In-Kind" Income		
Auto (Fuel)	\$2,800.00	\$2,800.00
Gymnasium Rental		\$0.00
Labour (Volunteer) @ 11.00 per hour	\$66,924.00	\$66,924.00
Materials/Equipment/Repairs	\$2,000.00	\$2,000.00
Storage/Rent	\$13,500.00	\$13,500.00
Season Passes	\$34,400.00	\$34,400.00
Day Tickets	\$6,900.00	\$6,900.00
Total	\$149,764.00	\$149,764.00
Expenses		
	Pending	
Auto (Gas, Oil)	\$1,500.00	\$1,500.00
Awards & Recognition	\$500.00	\$500.00
Computer & Software Costs	\$0.00	\$0.00
Equipment & Gear	\$2,250.00	\$2,250.00
Facilities Rent	\$0.00	\$0.00
Freight & Delivery Charges		
Insurance	\$1,800.00	\$1,800.00

License & Fees		\$700.00	\$700.00
Material & Supplies		\$600.00	\$600.00
Office Costs		\$0.00	\$0.00
Professional Fees		\$8,000.00	\$8,000.00
Repairs & Maintenance		\$700.00	\$700.00
Trailer Insurance		\$0.00	\$0.00
Travel		\$550.00	\$550.00
Training		\$3,440.00	\$3,440.00
Telephone		\$200.00	\$200.00
Rent/Storage		\$0.00	\$0.00
Volunteer Expense		\$3,000.00	\$3,000.00
Sub-Total		\$23,240.00	\$23,240.00
"In-Kind" Expenses			
Auto (Fuel)		\$2,800.00	\$2,800.00
Labour (Volunteer) @ 11.00 per hour		\$66,924.00	\$66,924.00
Gymnasium Rental Fee		\$0.00	\$0.00
Materials/Equipment/Repairs		\$2,000.00	\$2,000.00
Storage/Rent		\$13,500.00	\$13,500.00
Season Passes		\$34,400.00	\$34,400.00
Day Tickets		\$6,900.00	\$6,900.00
Total		\$149,764.00	\$149,764.00
Surplus/Deficit		\$0.00	\$0.00



Grant-in-Aid Request

Application to (please check where appropriate):

Electoral Area A Director Ali Grleve	Electoral Area B/ Lower Columbia- Old Glory Director Linda Worley	Electoral Area C/ Christina Lake Director Grace McGregor	Electoral Area D/ Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area E/ West Boundary Director Vicki Gez
--------------------------------------------	-------------------------------------------------------------------------------	-------------------------------------------------------------------	--------------------------------------------------------------------	----------------------------------------------------------------------------------------------------

Applicant:	Christopher A Yates Greenwood Outdoor Rink		
Address:	756 N Kimberley Ave Mailing P.O. Box 136 Greenwood B.C. V0H 1J0		
Phone:	250-445-6155	Fax:	Call 250-443-5180
Email:	chris.yates@shaw.ca		
Representative:	Councillor Darla Ashton		
Make cheque payable to:	City of Greenwood Parks and Recreation		

GIA Requests of \$5,000.00 or more may require official receipt

What is the Grant-in-Aid for:

To purchase materials and build 14 foot gates for both end of the rink
To purchase materials and build penalty box doors and hardware
These upgrades will be undertaken to allow Hockey teams to play safely
Purchase other materials i.e. paint, light fixtures, door and door locks for change rooms
Amount Requested: \$ 1500.00

Date: Jan 13th, 2015

Signature:

Print name: Christopher A Yates

SUBMIT

Office 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"/> 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 Roly Russell	<input checked="" type="checkbox"/> Electoral Area E/West Boundary Director Vicki Gee
------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------

Applicant:	Kettle Valley Racing Association		
Address:	PO Box 143, Midway, BC, V0H 1M0		
Phone:	250-449-1700	Fax:	
Email:	darrinmetcalf@gmail.com		
Representative:	Darrin Metcalf		
Make cheque payable to:	Kettle Valley Racing Association		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

Sponsorship for our event. Donation will help cover the cost of running the event (ie: prizes, insurance, advertising, equipment.)
~~We have also decided to use proceeds from this event to provide a bursary to a student graduating from BCSS who intends to enter an automotive trade~~

Amount Requested: \$1000.00

Date: January 13, 2015

Signature:

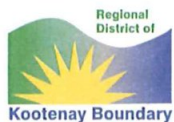
Print name: Darrin Metcalf

SUBMIT

Office 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"/>	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 Roly Russell	<input checked="" type="checkbox"/>	Electoral Area E/West Boundary Director Vicki Gee
--------------------------	-----------------------------------------	--------------------------	-------------------------------------------------------------------------------	--------------------------	-------------------------------------------------------------------	--------------------------	--------------------------------------------------------------------	-------------------------------------	---------------------------------------------------------------

Applicant:	Boundary Country Regional Chamber of Commerce		
Address:	Box 2949, Grand Forks, BC. V0H 1H0		
Phone:	250-442-2722	Fax:	250-442-5311
Email:	info@boundarychamber.com		
Representative:	James Wilson		
Make cheque payable to:	BCRCC		

****GIA Requests of \$5,000.00 or more may require official receipt****

What is the Grant-in-Aid for:

The request for funding will be used by the Chamber to leverage other funds for projects and initiatives that will strengthen the Boundary Business community.

Amount Requested: ~~\$ 2000~~ 2,500 *Approved by Director Gee Jan 21/15*

Date: January 13th 2015

Signature: james@boundarycf.com
Digitally signed by james@boundarycf.com
 DN: cn=james@boundarycf.com
 Date: 2015.01.13 14:52:14 -0800

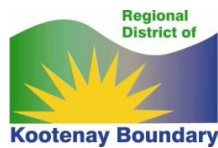
Print name: James Wilson

SUBMIT

Office Use Only

Grant approved by Director: V. Gee

Approved by Board: _____



BYLAW NO. 1571

A Bylaw to provide for the borrowing of such sums of money as may be requisite to meet current expenditures of the Regional District pending receipt of current revenue.

WHEREAS pursuant to Section 821 of the *Local Government Act*, a Regional District may provide for the borrowing of such sums of money as may be required to meet the current expenditures of the Regional District pending the receipt of current revenue;

AND WHEREAS the Board of the Regional District of Kootenay Boundary has adopted a bylaw that establishes a five year financial plan that includes the year 2014 in the amount of **Forty One Million Two Hundred Eight Thousand Five Hundred Dollars (\$41,208,500);**

NOW THEREFORE the Board of the Regional District of Kootenay Boundary in open meeting assembled, enacts as follows:

1. The Regional District of Kootenay Boundary is hereby authorized to borrow such sums of money as may be requisite to meet current expenditures, providing that the aggregate of such borrowings shall not exceed the sum of Ten Million Dollars (\$10,000,000).
2. The form of obligation or obligations to be given as security against such borrowings shall be in the form of a promissory note or by an overdraft on the current operating account bearing interest at current bank rates prevailing from time to time, signed by both the Chair of the Board and the Director of Finance thereof, and sealed with the Corporate Seal of the Regional District of Kootenay Boundary.
3. The promissory note or overdraft as aforesaid shall be deemed to be a first charge on current revenues and all temporary borrowings hereby authorized shall be repaid in full not later than December 31, 2015.
4. This bylaw may be cited as the "Year 2015 Revenue Anticipation Borrowing Bylaw No. 1571 2015".

Read the **FIRST, SECOND** and **THIRD** time this 29th day of January, 2015.

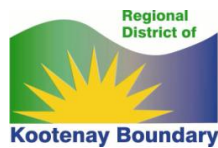
RECONSIDERED and **FINALLY ADOPTED** this 29th day of January, 2015.

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 Bylaw No. 1571 cited as "Year 2015 Revenue Anticipation Borrowing Bylaw No. 1571, 2015," as reconsidered and finally adopted by the Board of Directors at a regular meeting held this 29th day of January, 2015.

Manager of Corporate Administration



BYLAW NO. 1571

A Bylaw to provide for the borrowing of such sums of money as may be requisite to meet current expenditures of the Regional District pending receipt of current revenue.

WHEREAS pursuant to Section 821 of the *Local Government Act*, a Regional District may provide for the borrowing of such sums of money as may be required to meet the current expenditures of the Regional District pending the receipt of current revenue;

AND WHEREAS the Board of the Regional District of Kootenay Boundary has adopted a bylaw that establishes a five year financial plan that includes the year 2014 in the amount of **Forty One Million Two Hundred Eight Thousand Five Hundred Dollars (\$41,208,500);**

NOW THEREFORE the Board of the Regional District of Kootenay Boundary in open meeting assembled, enacts as follows:

1. The Regional District of Kootenay Boundary is hereby authorized to borrow such sums of money as may be requisite to meet current expenditures, providing that the aggregate of such borrowings shall not exceed the sum of Ten Million Dollars (\$10,000,000).
2. The form of obligation or obligations to be given as security against such borrowings shall be in the form of a promissory note or by an overdraft on the current operating account bearing interest at current bank rates prevailing from time to time, signed by both the Chair of the Board and the Director of Finance thereof, and sealed with the Corporate Seal of the Regional District of Kootenay Boundary.
3. The promissory note or overdraft as aforesaid shall be deemed to be a first charge on current revenues and all temporary borrowings hereby authorized shall be repaid in full not later than December 31, 2015.
4. This bylaw may be cited as the "Year 2015 Revenue Anticipation Borrowing Bylaw No. 1571 2015".

Read the **FIRST, SECOND** and **THIRD** time this 29th day of January, 2015.

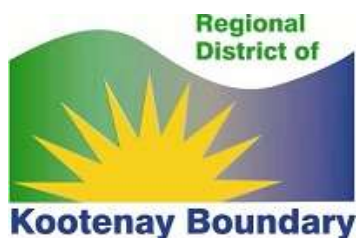
RECONSIDERED and **FINALLY ADOPTED** this 29th day of January, 2015.

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 Bylaw No. 1571 cited as "Year 2015 Revenue Anticipation Borrowing Bylaw No. 1571, 2015," as reconsidered and finally adopted by the Board of Directors at a regular meeting held this 29th day of January, 2015.

Manager of Corporate Administration



STAFF REPORT

Date: 08 Jan 2015

File

ES Admin -
Groundwater
Monitoring Solid
Waste Facilities

To: Chair McGregor and Directors,
RDKB Board

From: Goran Denkovski, Engineering and
Safety Coordinator

Re: Groundwater Monitoring at Solid
Waste Facilities

Issue Introduction

A Staff Report from Goran Denkovski - Engineering and Safety Coordinator, with recommendation for the selection of a consultant to complete groundwater monitoring for a three year term at RDKB solid waste facilities.

History/Background Factors

Groundwater monitoring is required under facility operating certificates or permits and is regulated under the BC Environmental Management Act.

The RDKB requested proposals from consulting firms to provide engineering and consulting services for groundwater monitoring programs at Grand Forks Landfill, Rock Creek Transfer Station, Beaverdell Transfer Station, McKelvey Creek Landfill and West Boundary Landfill.

Implications

The 2014 budget for groundwater monitoring was \$37,874, should the Board receive the Staff report and direct staff to enter into contract the 2015 budget for groundwater monitoring would be \$26,611 or \$79,835 for the three year term. This relates to a 30% reduction in budget.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

Background Information Provided

1. Attached RFP document.
2. Table: Evaluation Results

Consultants	Compliance with RFP	Total for three year term
Levelton Consultants Ltd.	Yes	\$245,400
SLR Consulting Ltd.	Yes	\$225,936
Kala Geosciences Ltd.	Yes	\$103,894.50
Conestoga-Rovers & Associates	Yes	\$232,268
Western Water Associates Ltd.	Yes	\$171,735
TRI Environmental Consulting Inc.	Yes	\$155,338
Bear Environmental Ltd.	Yes	\$79,835
SNC-Lavalin Ltd.	Yes	\$109,449
Masse Environmental Consultants Ltd.	Yes	\$140,259.74
Amec Foster Wheeler	Yes	\$224,600
Eco/Logic Environmental	Yes	\$211,683

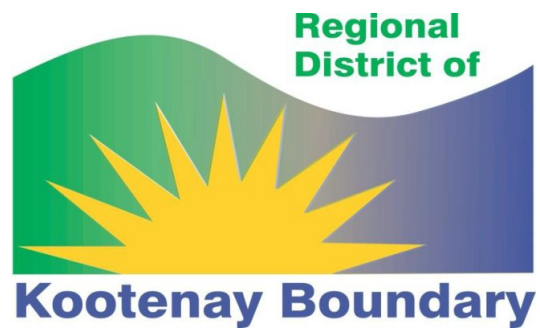
Alternatives

- 1.Receive the Staff Report.
- 2.Receive the Staff Report and direct staff to enter into contract with Bear Environmental Ltd. in the amount of \$79,835 for three years.
- 3.Direct Staff to reject all RFPs.
- 4.Not to receive the staff report.

Recommendation(s)

That the RDKB Board of Directors receive the Staff Report from Goran Denkovski, Engineering and Safety Coordinator with recommendations for the selection of a consultant to complete groundwater monitoring for a three year term at RDKB solid waste facilities.

That the RDKB Board of Directors direct staff to enter into a contract with Bear Environmental Ltd. in the amount of \$79,835 for three years to complete groundwater monitoring at the Grand Forks Landfill, Rock Creek Transfer Station, Beaverdell Transfer Station, McKelvey Creek Landfill and West Boundary Landfill.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SOLID WASTE FACILITY GROUNDWATER MONITORING

FOR THE PERIOD FROM

JANUARY 2015 TO DECEMBER 2017

REQUEST FOR PROPOSAL

1.0 INTRODUCTION

The Regional District of Kootenay Boundary (RDKB) is requesting proposals from consulting firms to provide engineering and consulting services for groundwater monitoring programs at Grand Forks Landfill, Rock Creek Transfer Station, Beaverdell Transfer Station, McKelvey Creek Landfill and West Boundary Landfill. The term of the monitoring program will be three years, from January 2015 to December 2017.

2.0 GENERAL INFORMATION

Grand Forks

The landfill is located approximately two kilometers north of Grand Forks at 8798 Granby Road. This landfill consists of property owned by the RDKB (~12 ha.) and an additional Crown Lease (~4 ha) attached to the northern border of the property. The total footprint of the site is ~16 ha, in which all is enclosed with an animal resistant eight strand electric fence. There are currently three groundwater monitoring wells on the site. See Appendix 2 for site location and site plan.

Rock Creek

The Rock Creek Landfill is located roughly 3 km east of the community of Rock Creek. The landfill was sited on the north side of the Kettle Valley, approximately 300 m north of the river. The site is currently being operated as a transfer station.

The landfill property is a rectangular lot, measuring roughly 365 m east-west by 200 m north-south. The property covers an area of 7.36 ha. The landfill footprint, an area of roughly 1.7 ha, is limited to the central portion of the property. The legal description of the landfill property is listed as:

Lot 1 of Sub Lot 5, D.L. 2704, Similkameen Division of Yale District, Plan 12233.

There is currently one groundwater monitoring wells on the site. See Appendix 3 for site location and site plan.

Beaverdell

The community of Beaverdell is located on the Kettle Valley floor, approximately 1 km south of the junction of the Beaverdell Creek and Kettle River. The Beaverdell Landfill is located on the east side of the Kettle Valley, roughly 5 km south of the community of Beaverdell. The legal description of the property is listed as Sublot 6 of District Lot 3638, Similkameen Division of Yale District. The Beaverdell site is now operated as a transfer station. There are currently three groundwater monitoring wells on the site. See appendix 4 for site location and site plan.

McKelvey Creek

The landfill is located at 1900 Highway 3b, and accepts residential, industrial, commercial and institutional solid waste from Trail, Fruitvale, Montrose, Rossland, Warfield and Electoral Areas A and B in the eastern portion of the RDKB. The site services a population of approximately 20,000 and is operated under Ministry of the Environment (MoE) Permit PR-O1917 dated June 13, 1995. There are currently three groundwater monitoring wells on the site. See Appendix 5 for site location and site plan.

West Boundary

The landfill is located approximately two kilometers west of Greenwood at 2050 Motherlode Road. This landfill is approximately a 4 hectare portion of District Lot 2702, two hundred meters north of District Lot 3791s and adjacent to District Lot 620, SDYD. This site property is a crown lease. The entire property is enclosed with an animal resistant eight strand electric fence. There are currently three groundwater monitoring wells on the site. See Appendix 6 for site location and site plan.

3.0 SCOPE OF WORK

The scope of work for the monitoring program will include:

Meetings

- Kick-off meeting to determine communication lines. Confirmation of the scope of work.
- Exchange of required information.
- Review of provided information such existing Annual Reports.
- A meeting in April and September of each year.
- Final review of completed works covered by the proposal.
- Additional project management / site meetings upon request if necessary.

Groundwater Monitoring

- Provide qualified personnel to carry out the sampling. The successful proponent will provide the RDKB with a list of all personnel that will carry out the proposal.
- Provide a field program to collect groundwater to determine water quality and water level. The monitoring program will consist of quarterly sampling completed in January, April, July and October of each subject year in which samples will be compared to applicable environmental guidelines.
- Adhere to the ``best practices`` approach as accepted by government and industry for the sampling of groundwater.
- Provide the RDKB with copies of the written procedures, including Quality Assurance and Quality Control Protocol (QA/QC), to be followed.
- Provide 7 day notification prior to the start of any sampling.

Sample Analysis

- All samples will be analyzed by one qualified laboratory for the duration of this agreement. This laboratory will be agreed upon by the RDKB and the successful proponent.
- Written copies of the QA/QC protocols will be submitted to the RDKB.
- Individual parameters to be sampled will be determined by the RDKB with consideration being given to past sampling results and trends. Please see appendix 7.
- All samples will be compared using the applicable BC Environmental Guidelines, including but not limited to, CSR for the protection of Aquatic Life and Drinking Water.

Reporting Requirements

- A compilation of all collected field measurements and laboratory analysis results.
- The preparation and supply of three interim monitoring reports following each sampling event. The interim reports shall include:
 - i. Brief summary of the results for each sampling location focusing on areas of concern highlighted in previous annual reports identifying any significant anomalies or trends
 - ii. Excel Table for each sampling locations containing monitoring results from actual and prior monitoring events and highlighting results exceeding applicable limits;
 - iii. Graphs showing trends for the lead parameters generated from the excel tables.
 - iv. Recommendations for additional sampling/testing or remedial work should be included if necessary.
- Interim (Quarterly) Reports will be due within 30 calendar days of the sampling event. Reports have to be sealed and stamped. Results of the October monitoring event are to be included in the Annual Report. Delivery of the Interim Report shall include One (1) bound hard copies and One (1) electronic copy –pdf.format. Additional to the files in pdf-format, tables and graphs shall be delivered in excel-format.
- Preparation of the Annual Report Groundwater Monitoring upon completion of the quarterly monitoring events for the year. The Annual Report shall include:
 - i. Brief Site Description;
 - ii. Brief Description of the Monitoring Program and Revisions to the Monitoring Program if applicable;
 - iii. Applicable Regulations for the evaluation;
 - iv. Description of sampling methods being used;
 - v. Brief summary of sampling program being conducted;
 - vi. Brief summary of the results for each sampling location;
 - vii. Excel Table showing the analytical results including prior monitoring events.
 - viii. Graphs showing trends for the lead parameters generated from the excel tables;
 - ix. Drawings / Figures showing sampling locations and groundwater flow direction if possible;
 - x. Laboratory Reports

The draft of the Annual Report shall be submitted on or before December 31, of the sampling year. The completed Annual Report must be submitted on or before January 31, of the following year. The Annual Report must be sealed and stamped. Delivery of the Report shall include one (1) bound hard copies and one (1) electronic copy – pdf.format. Additional to the files in pdf-format, tables and graphs shall be delivered in Excel-format.

4.0 RFP PROCESS AND EVALUATION

4.1 RFP Questions

Questions should be submitted by email to the address provided in Section 4.3

4.2 Time Schedule

The anticipated schedule for the service procurement process is as follows:

Issue RFP	November 14, 2014
Proposal due	November 28, 2014
Board Selection of preferred Proponent	December 5, 2014
Contract Execution	December 12, 2014
Sampling begins	January 2015

4.3 Proposal Submittal

Proponent's proposal should be submitted no later than 2:00 p.m., on Friday November 28, 2014 to

Goran Denkovski P.Ag, Regional District of Kootenay Boundary
 843 Rossland Ave, Trail, BC V1R 4S8
 Phone: 250-368-0227
 Email: gdenkovski@rdkb.com

Envelopes or packages containing proposals shall be marked in clear bold lettering:
 "Response to Regional District of Kootenay Boundary Groundwater Monitoring".

5.0 PROPOSAL EVALUATION

5.1 Evaluation Criteria

Proposals will be evaluated based on the technical merit and cost. A maximum of 500 points for each will be awarded for a total potential of 1,000 evaluation points. Proposals will be marked out of a total score of 500 points against the evaluation grid, please see Appendix 1. Each presentation will be evaluated and scored based on the points outlined in the evaluation form. A firm's proposal shall be deemed qualified only if it complies with all the requirements contained in the Request for Proposal.

Only those proposals whose technical scores are within 15% of the proposal awarded the highest technical score will have their financial proposals evaluated.

Financial proposals can be awarded a maximum of 500 points. The financial proposal with the lowest cost of fees will be awarded 500 points, which will be added to the technical score, resulting in the firm's total score. The percentage by which each of the remaining firm's proposed costs exceeds the costs of the lowest qualified proposal will be the percentage by which the 500 points is reduced, prior to adding it to the technical score, resulting in each firm's total score.

6.0 GENERAL TERMS OF RFP PROCESS

6.1 Proposal Development Costs

All expenses for making proposals to the RDKB are to be borne by the Proponent, with the express understanding that no claims against the RDKB for reimbursement will be accepted. All proposals will become the property of the RDKB and will not be returned to the Proponent. The RDKB shall not be responsible for any costs involved in or associated with the preparation and submission of this proposal, the Proponent's site visit costs, or contract negotiations.

6.2 Rights and Options of the RDKB

The RDKB reserves the right to:

- Issue addenda to the RFP;
- Decline or award a contract or contracts for services;
- Contact references provided by the Proponent;
- Request further information from the Proponents;
- Retain independent consultants for assistance in evaluating proposals;
- Request points of clarification to assist the RDKB in evaluating proposals;
- Require changes in the scope of work as deemed necessary by the RDKB;
- Discontinue negotiations with the preferred or any Proponent and commence discussion with any other finalist;
- Withdraw the RFP; or
- Not award to any Proponent and issue a subsequent RFP based on refinement of concepts proposed in response to this RFP.

The RDKB reserves the right to accept or reject any and/or all proposals, to waive irregularities, or take whatever other action it deems in its best interest. There is no obligation on the part of the RDKB to award a contract to the lowest cost Proponent. The RDKB shall be the sole judge of a proposal and its decision shall be final. The RDKB also reserves the right to make such investigation, as it deems necessary, to determine the ability of any Proponent to perform the work or services provided. Information the RDKB deems necessary in its evaluation must be provided to the RDKB by the Proponent upon request.

6.3 Examination of Proposal Materials

Information secured through this RFP process will be available for public inspection. If a response to this RFP includes unpublished proprietary or confidential information not intended for disclosure to third parties, the Proponent shall designate the information with the following notice:

"The data on pages Of this document, identified by an asterisk or marked along the margin with a vertical line, contain technical or financial information that consists of trade secrets and/or privileged information, the disclosure of which would cause substantial injury to the Proponent's competitive position or financial interests. The Proponents requests that such data be used only for evaluation purposes, but understands that disclosure will be limited only to the extent that RDKB determines it proper under the law. If a contract is awarded to this Proponent, the RDKB may use or disclose the data provided in the contract, unless otherwise obligated by law."

The RDKB will exercise its best efforts to prevent the unauthorized disclosure of information so designated; however, the RDKB assumes no responsibilities for any loss or damage which may result from public disclosure or breach of confidentiality during or as a result of the submission and review of the proposal information.

In the event disclosure of such information is requested by a third party pursuant to the Freedom of Information and Protection of Privacy Act, the RDKB shall so advise the Proponent so that the Proponent can respond as it deems necessary.

6.4 Rejection of Proposal for Cost Inaccuracies

The RDKB reserves the right to reject any Proposal submitted containing errors or inconsistencies in the cost Proposal. Errors include support information that is inconsistent with total cost estimates or any other error of this type which demonstrates flaws in the calculation provided by the Proponent.

6.5 Interpretation

The RDKB will not be responsible for or be bound by any verbal instructions or interpretations or explanations issued by the RDKB or its representatives.

6.6 Communication

Unless otherwise requested in writing, a proponent must not contact or communicate with any elected or appointed officer or employee of the RDKB other than the designated employee contact in relation to this proposal prior to the award of such proposal by the RDKB or alternatively the officer or employee of the RDKB having authority to accept the proposal. Any such communication will result in disqualification of the proposal from further consideration.

7.0 PROPOSAL PREPARATION GUIDELINES AND FORMAT

7.1 Introduction

Provide a brief introduction to the terms and purpose of the proposal

7.2 Executive Summary

Provide a brief overview of the entire proposal and highlight the key aspects of the Proposal. (maximum 5 pages).

7.3 Scope of Work

Describe the tasks included in the scope of work.

7.4 Methodology

The following tasks must be outlined and completed in the proposal:

- Kick-Off Meeting
- Review of previous monitoring results
- Groundwater sampling
- Analytical testing (Field and laboratory testing)
- Analysis and interpretation
- Additional sampling / testing
- Interim Reports and recommendations
- Annual Report Groundwater Monitoring

7.5 Project Experience and Personnel

Provide an outline of the consultant's experience on landfill and/or related projects. Provide a list of personnel that will make up the consultants project team and describe landfill and/or related experience of the team members to their function in the team. Provide résumés of team members.

7.6 Financial Proposal

A completed Cost Estimate Table must be included, detailing the following items:

- Professional time, fees, for
- Review of existing reports
- Site meetings
- Preparation Interim Report
- Preparation Annual Report
- Field Work (sampling and field tests)

Disbursements

- Lab analysis
- Equipment
- Travel
- Copies
- Correspondence

Cost estimates are to be based on the monitoring programs provided in the appendixes.

The proposal shall allow for cost adjustments due to changing numbers of samples due to weather conditions, accessibility, damages, and decommissioning and/or additional sampling locations. The proposal also shall provide costs for additional site meetings if required.

7.7 Contract Obligations

The RDKB expects to enter into a service agreement with the contractor to define the scope of work and services to be provided and the rights and obligations of the parties with respect to the provision of service.

Appendix 1 -

Evaluation Criteria



Evaluation

PROJECT NAME:

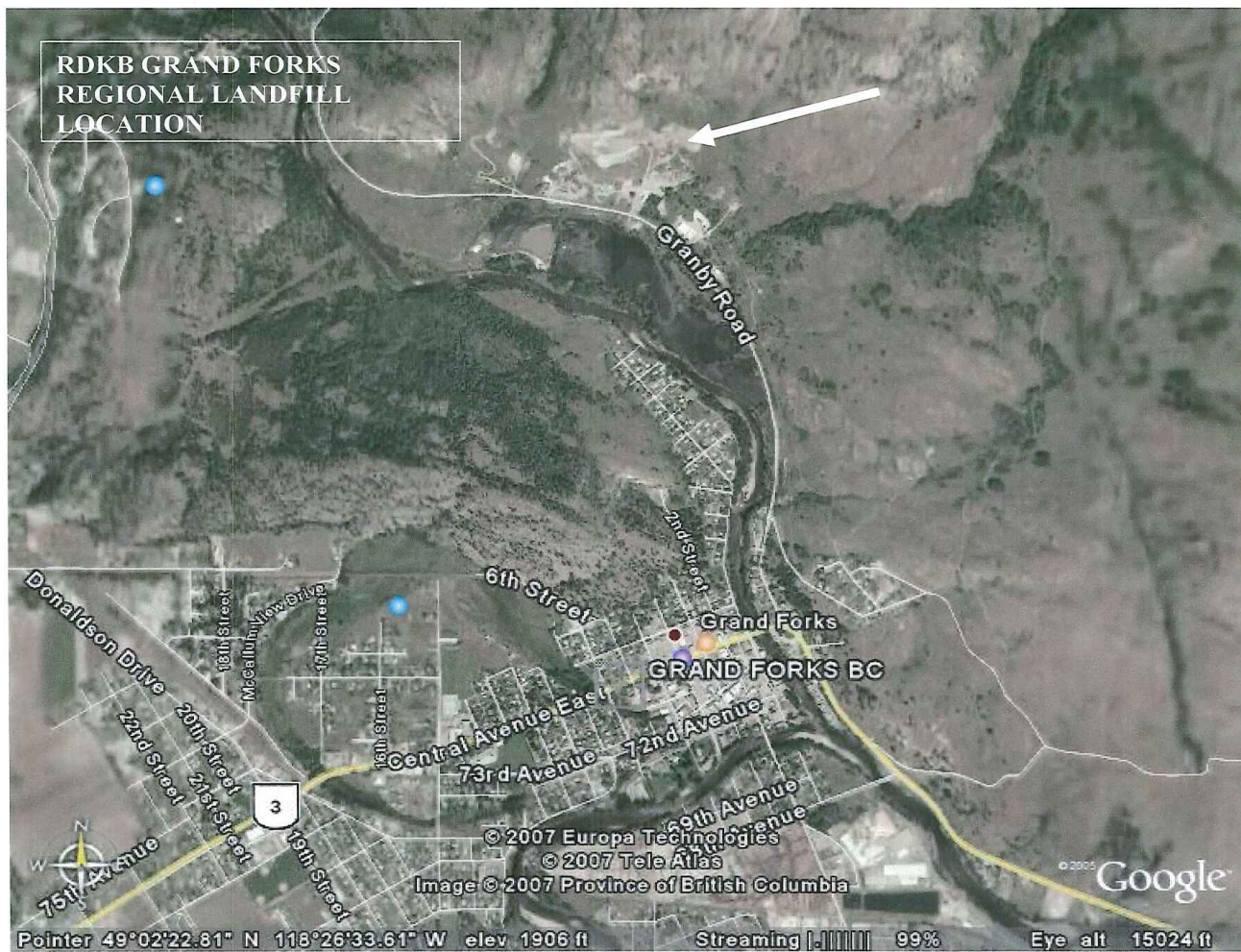
EVALUATOR:

EVALUATION OF TECHNICAL PROPOSALS (Maximum 500 Points)

	POINTS	CONSULTANTS					
1. THE FIRM (25)							
1.1 Experience with landfill design and operation	10						
1.2 General related monitoring project experience	15						
TOTAL FIRM	25						
2. THE PERSONNEL (175)							
2.1 Project Manager/Director (75)							
a) Experience in landfill design and operation	30						
b) Experience in related monitoring projects	15						
c) Qualifications of Project Manager/Director	15						
d) Local knowledge	10						
e) Location of Personnel	5						
2.2 Project Team (100)							
a) Experience in landfill design and operation	40						
b) Experience in related monitoring projects	15						
c) Qualifications of Team members	15						
d) Local knowledge	15						
e) Location of Personnel	5						
f) Lab used & Location of Lab	10						
TOTAL PERSONNEL	175						
3. THE METHOD (300)							
3.1 General approach	50						
3.2 Quality of service	50						
3.3 Roles/responsibilities & team organization	20						
3.4 Proposed list of activities	20						
3.5 Project control and reporting	50						
3.6 Understanding of project requirements	20						
3.7 Quality of presentation	20						
3.8 Proposed Level of effort, (Hours)	50						
3.9 QA/QC of sampling	20						
TOTAL METHOD	300						
TOTAL TECHNICAL COMPONENT	500						

Appendix 2

Grand Forks site location and site plan





Appendix 3

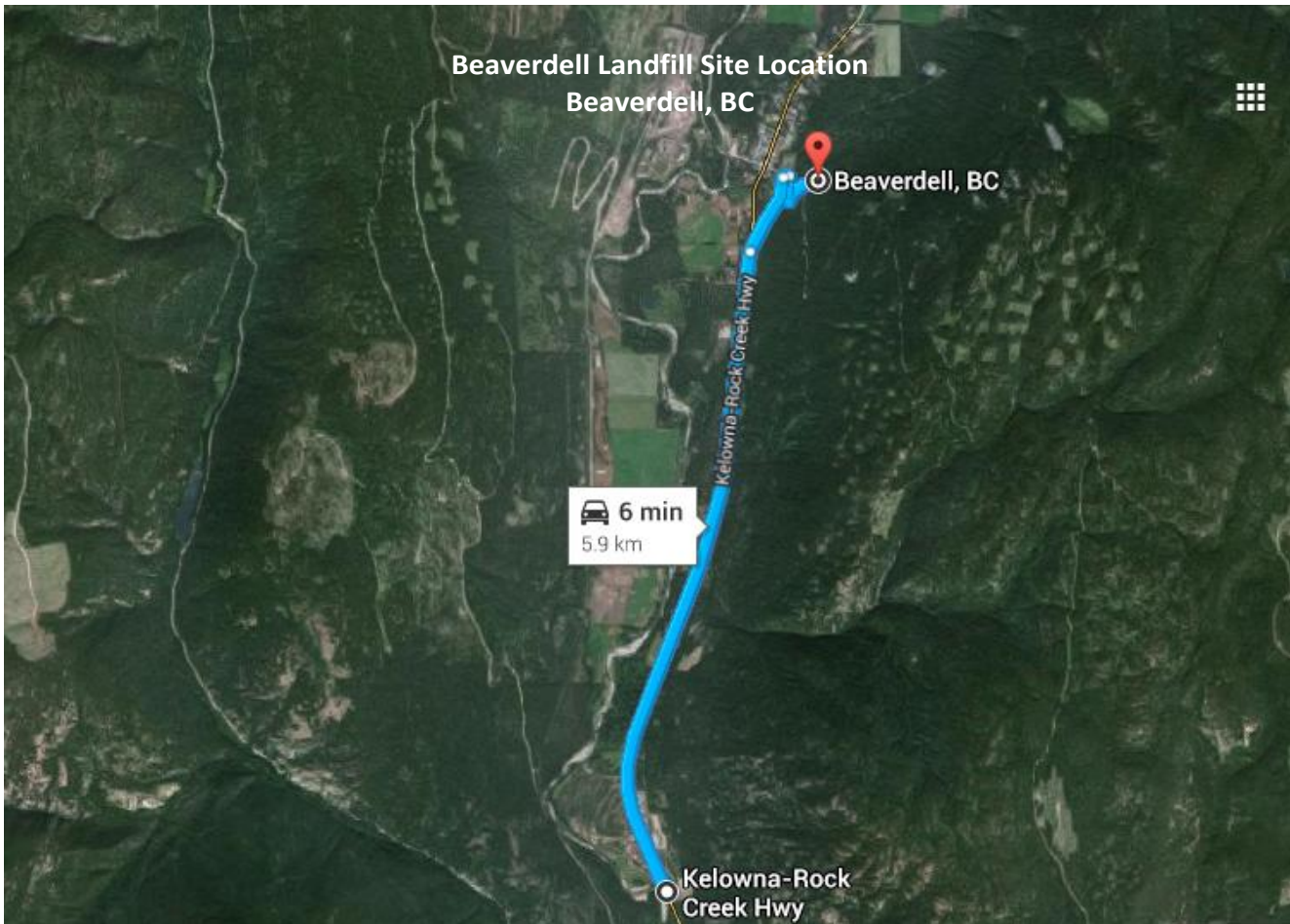
Rock Creek site location and site plan





Appendix 4

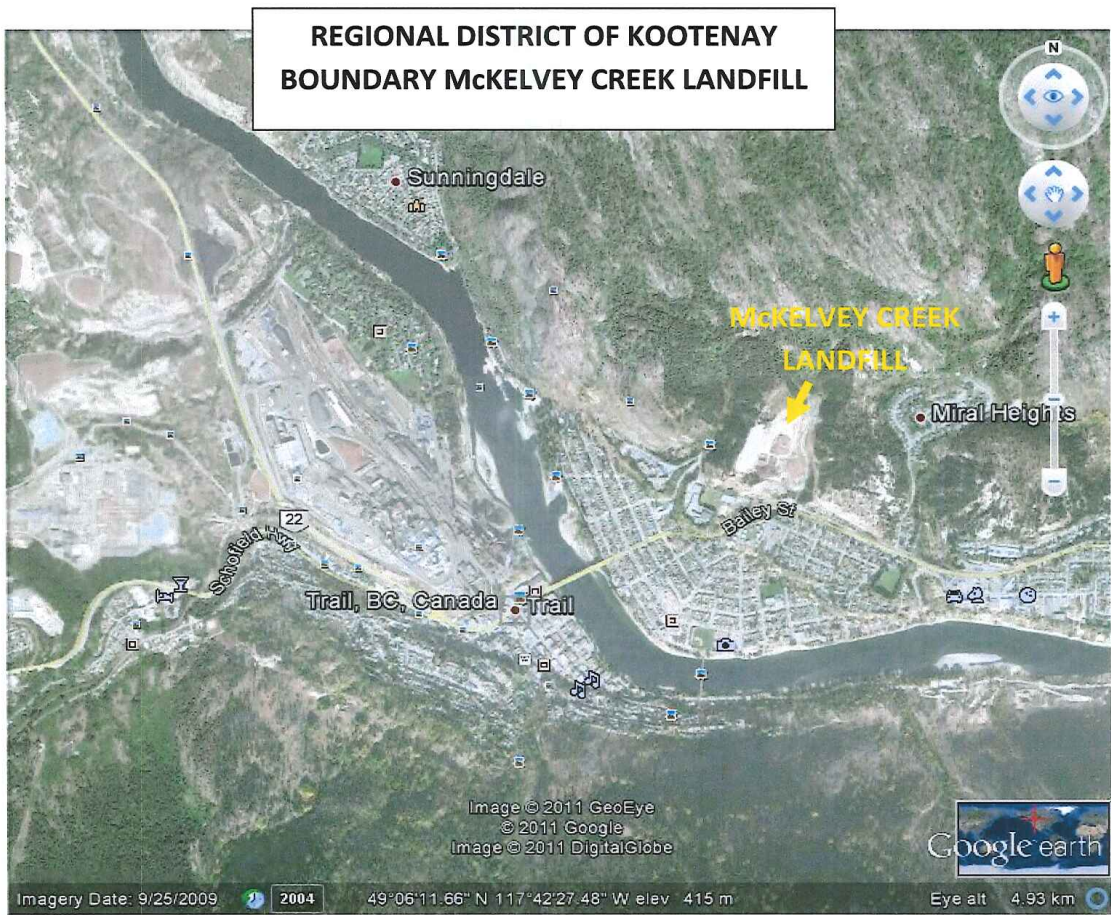
Beaverdell site location and site plan

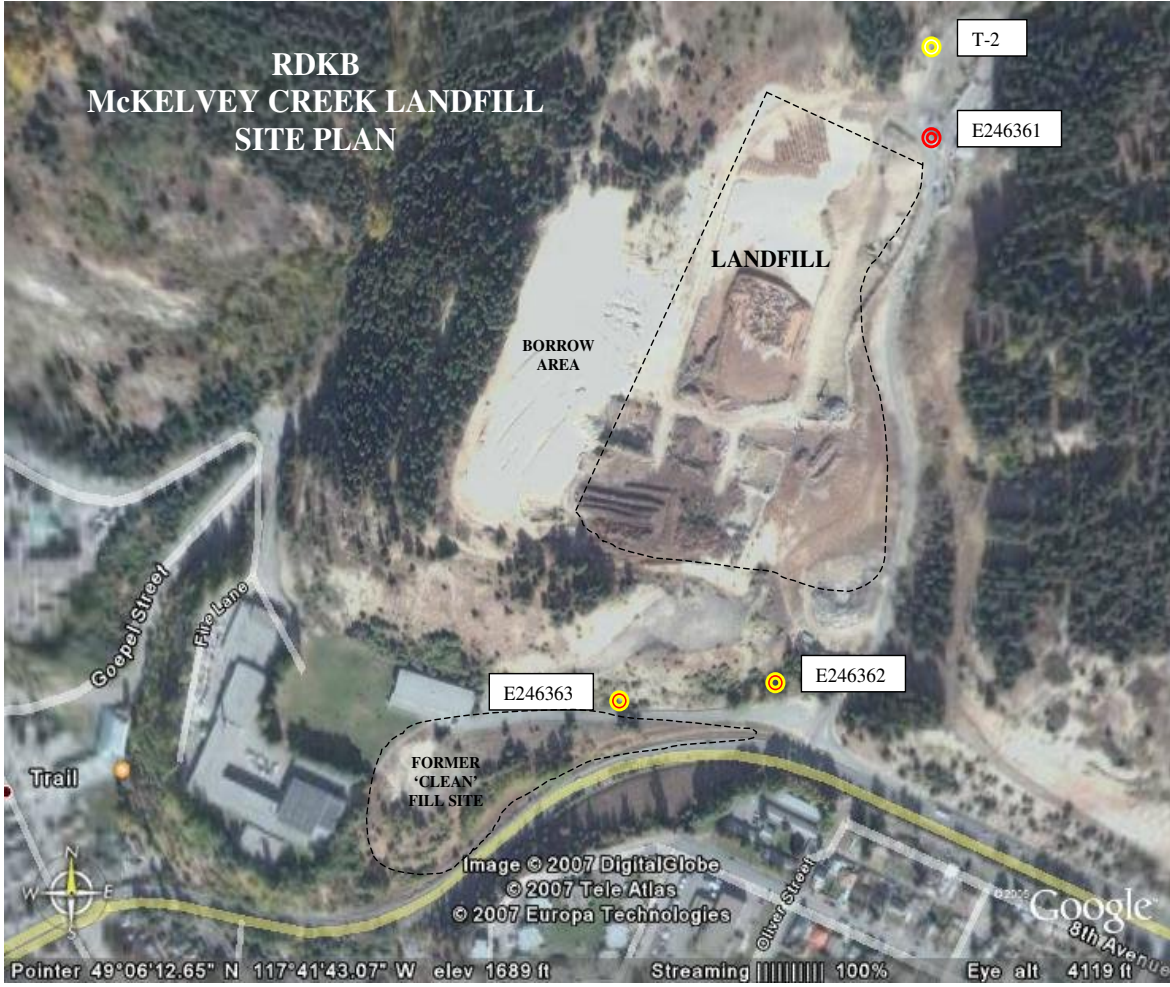




Appendix 5

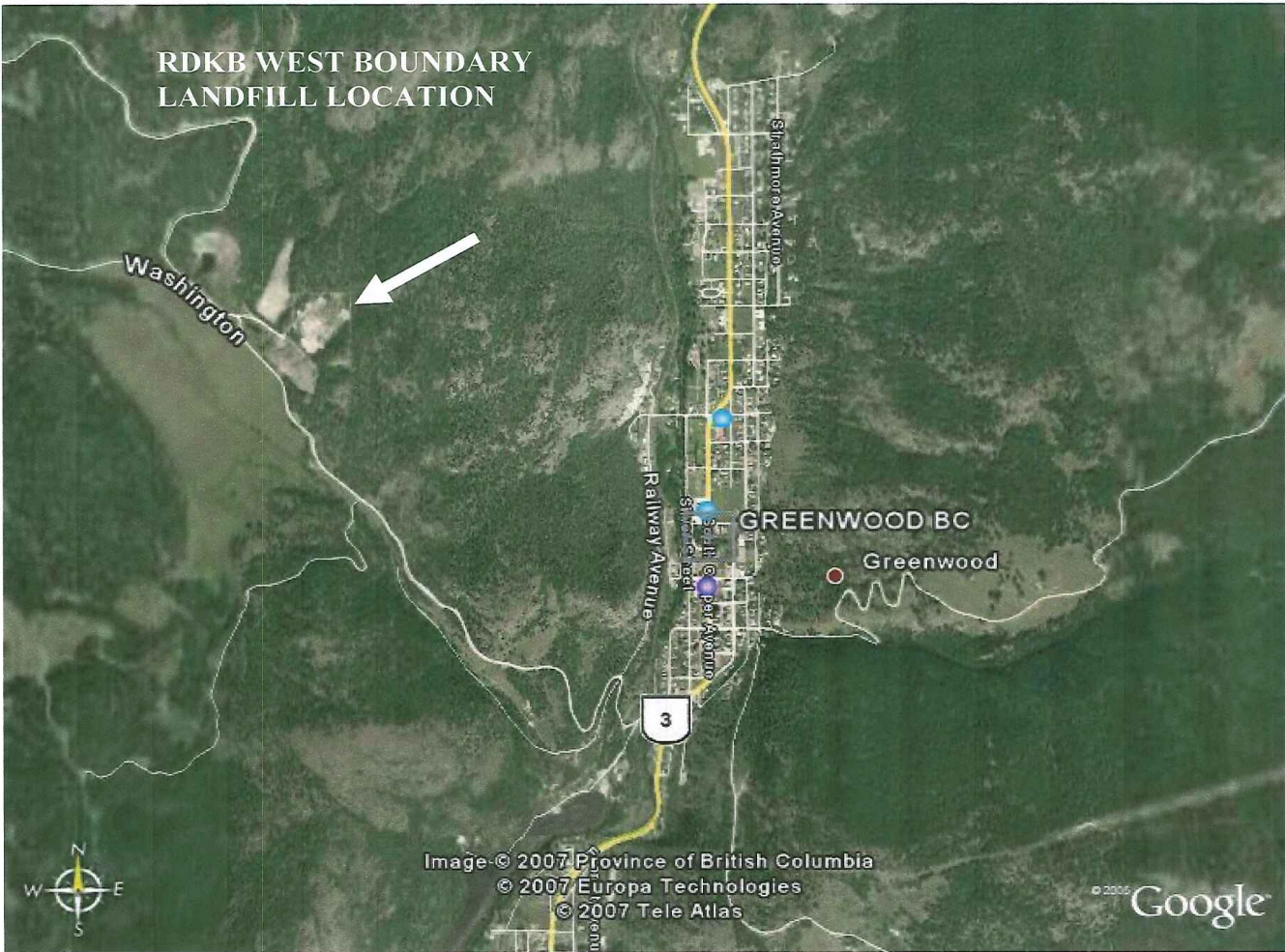
McKelvey Creek site location and site plan

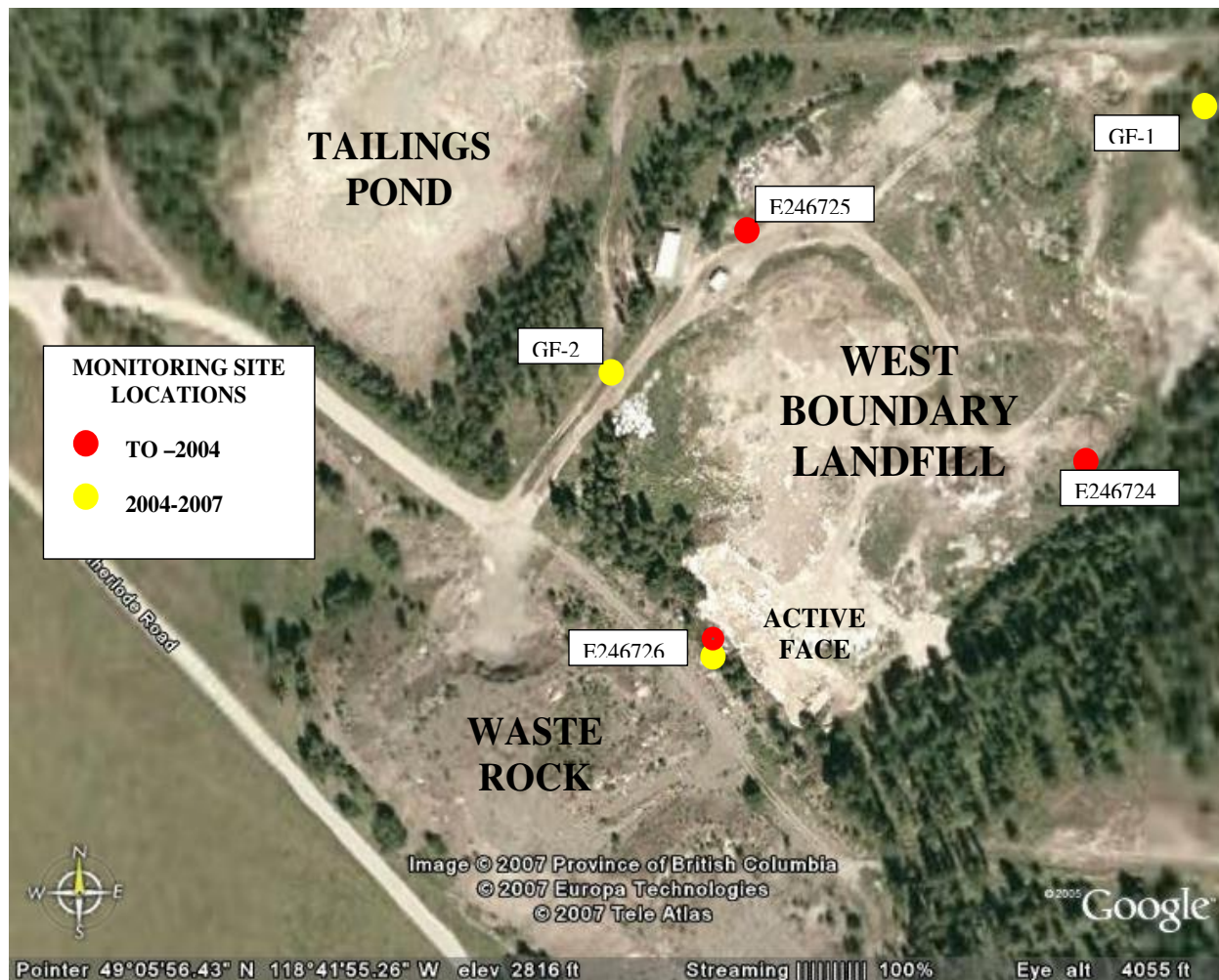




Appendix 6

West Boundary site location and site plan



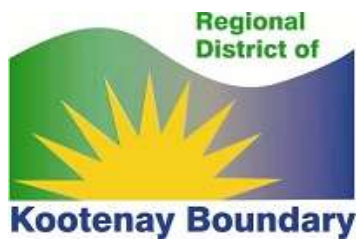


Appendix 7

Groundwater Parameters for all sites.

	Groundwater Monitoring Well
Field Observations	
Conductivity	X
Dissolved Oxygen	X
Oxygen Reduction Potential (ORP)	X
pH (Field)	X
Temperature	X
Turbidity	X
Odor	X
Water Level	X
Flow Status	
General Chemistry	
Alkalinity (as CaCO ₃ pH=8.3)	X
Alkalinity, Bicarbonate	X
Alkalinity, Carbonate	X
Alkalinity, Hydroxide	X
Alkalinity, Total (as CaCO ₃)	X
Biochemical Oxygen Demand (BOD)	X
Bromide	X
Chemical Oxygen Demand (COD)	X
Chloride	X
Conductivity (lab)	X
Cyanide (WAD)	
Fluoride (Dissolved)	X
HaRDKBess	X
Oil and Grease (Total)	
pH (Lab)	X
Phenolics (Total)	
Sulfate	X
Total Dissolved Solids (TDS)	X
Total Organic Carbon (TOC)	X
Total Suspended Solids (TSS)	
Nutrients	
Ammonia-n	X
Nitrate (as N)	X
Nitrite (as N)	X
Nitrite/Nitrate	
Orthophosphate	X

Metals	
Dissolved	X
Total	
Aluminum	X
Antimony	X
Arsenic	X
Barium	X
Beryllium	X
Bismuth	X
Boron	X
Cadmium	X
Calcium	X
Chromium Total	X
Cobalt	X
Copper	X
Iron	X
Lead	X
Lithium	X
Magnesium	X
Mercury	X
Molybdenum	X
Nickel	X
Phosphorus	X
Potassium	X
Selenium	X
Silicon	X
Silver	X
Sodium	X
Strontium	X
Thallium	X
Sulphur	X
Tin	X
Titanium	X
Uranium	X
Vanadium	X
Zinc	X
Zirconium	X
QA/QC	
Anion/Cat ion Ratio	X



STAFF REPORT

Date: 08 Jan 2015

File

ES Admin - Mosquito Control

To: Chair McGregor and Directors,
RDKB Board

From: Goran Denkovski, Engineering and
Safety Coordinator

Re: Mosquito Control Program for Area 'C',
Christina Lake and Area D including
the City of Grand Forks

Issue Introduction

A staff report from Goran Denkovski - Engineering and Safety Coordinator, with recommendations for the selection of a contractor to complete mosquito control for a three year term in Area 'C', Christina lake and Area 'D' including the City of Grand Forks.

History/Background Factors

Regional District of Kootenay Boundary currently provides mosquito control programs to the following service areas:

1. Regional District of Kootenay Boundary Electoral Area 'C' Christina Lake; and
2. Regional District of Kootenay Boundary Electoral Area 'D' and the City of Grand Forks.

Programs are specific to the control of mosquito nuisance and the control method of choice is larviciding. Tenders were sought from individuals/firms who are in possession of licenses and certificates required under the Province of British Columbia's Integrated Pest Management Act and can produce proof of their ability to perform duties associated with the provision of effective mosquito control programs.

Implications

The 2014 budget for mosquito control in Area 'C', Christina Lake was \$33,750 and Area 'D' including the City of Grand Forks is \$109,000. Should the Board receive the

staff report and approve the recommended tender the 2015 budget for mosquito control for Area 'C', Christina Lake would be \$14,900 and Area 'D' including the City of Grand Forks would be \$46,900. This relates to a 56% decrease in Area 'C', Christina and 57% decrease in Area 'D' including the City of Grand Forks annual mosquito control budgets for three years with the possibility of extension for two more years.

The Morrow Bioscience Ltd. tender was the second lowest of the three received. The evaluation panel is recommending this tender due to the considerably lower extra air and ground costs.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services

Background Information Provided

1. Attached Mosquito Control Programs Tender document
2. Table: Evaluation Results

Tenderers	Compliance with tender	Tendered Sums Area 'C' for 3 Years	Tendered Sum Area 'D' Grand Forks for 3 Years	Total	Extra Air	Extra Ground
Culex Environmental	Yes	\$37,157	\$140,801	\$177,958	\$101	\$68
Morrow Bio Science Ltd.	Yes	\$44,700	\$140,700	\$185,400	\$60	\$40
DG Regan and Associates	No	\$216,375	\$66,528	\$282,903	\$60.38	\$44.78

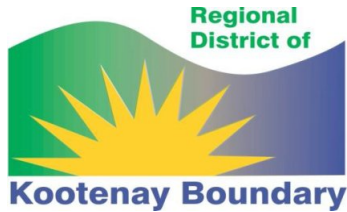
Alternatives

1. Receive the Staff Report.
2. Receive the Staff Report and approve the tender from Morrow Bioscience Ltd. in the amount of \$185,400 for three years to complete mosquito control in Area 'C', Christina Lake and Area 'D' including the City of Grand Forks.
3. Direct Staff to reject all tenders.
4. Not to receive the staff report.

Recommendation(s)

That the RDKB Board of Directors receive the Staff Report from Goran Denkovski, Engineering and Safety Coordinator with recommendations for selection of a contractor for completing mosquito control in Area 'C', Christina Lake and Area 'D' including the City of Grand Forks.

That the RDKB Board of Directors direct staff to enter into a contract with Morrow Bioscience Ltd. in the amount of \$185,400 for three years to complete mosquito control in Area 'C', Christina Lake and Area 'D' including the City of Grand Forks.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

INVITATION TO TENDER MOSQUITO CONTROL PROGRAMS

The Regional District of Kootenay Boundary is inviting Tenders for three-year contracts for the provision of mosquito control programs within the following location service areas:

- Regional District of Kootenay Boundary Electoral Area 'C' Christina Lake, BC; and
- Regional District of Kootenay Boundary Electoral Area 'D' and the City of Grand Forks.

Tenders clearly marked "Tender – Mosquito Control Programs" will be accepted until 2 PM local time on November 14, 2014 at the offices of the Regional District of Kootenay Boundary, 202 -843 Rossland Ave., Trail, BC, V1R 4S8 or by email to gdenkovski@rdkb.com.

Tender documents and further information are available on-line at the Regional District of Kootenay Boundary website at www.rdkb.com, the office of the Regional District of Kootenay Boundary at the above address during regular office hours or phone (250) 368-9148.

The Regional District of Kootenay Boundary reserves the rights to accept or reject any or all Tenders and to waive any informality in the Tenders received, in each case without giving any notice. The Regional District of Kootenay Boundary reserves the right to accept the Tender which it deems most advantageous.

Faxed submissions will not be accepted.

The lowest or any Tender not necessarily accepted.

TENDER SPECIFICATIONS

MOSQUITO CONTROL PROGRAMS

PREAMBLE

The Regional District of Kootenay Boundary currently provides mosquito control programs to the following service areas:

1. Regional District of Kootenay Boundary Electoral Area 'C' Christina Lake, BC; and
2. Regional District of Kootenay Boundary Electoral Area 'D' and the City of Grand Forks.

Programs are specific to the control of mosquito nuisance and the control method of choice is larviciding.

Tenders are being sought from individuals/firms who are in possession of and will maintain licenses and certificates required under the Province of British Columbia's Integrated Pest Management Act and can produce proof of their ability to perform the duties associated with the provision of effective mosquito control programs.

Tenderers may submit tenders for any or all service areas. For each service area that a Tenderer is making a submission, the Tenderer must provide a price for carrying out the mosquito control program showing prices for the following contingencies:

- a) full program (including surveying, monitoring, education, reporting and control)
- b) additional applications (aerial and ground).

Because the Regional District may determine to award individual mosquito control agreements for individual or dual service areas, the enclosed Tender Form includes two Price Forms. Tenderers who are interested in providing nuisance mosquito control services within BOTH service areas are requested to use Price Form #1. Tenderers who are interested in providing (or are willing to provide) nuisance mosquito control services to individual service areas are requested to use Price Form #2. Tenderers may submit both Price Form #1 and Price Form #2 for the Regional District's consideration.

The Regional District will, upon request, make the following information available:

- Year-end reports
- Surveillance Report

TENDER SPECIFICATIONS

MOSQUITO CONTROL PROGRAMS

TENDER CLOSING TIME

1. Tenders clearly marked "Tender – Mosquito Control Program" for the work contained herein and addressed to:

Regional District of Kootenay Boundary
Attention: Environment Services Department
 202 – 843 Rossland Ave
 Trail, BC, V1R 4S8
 (herein called the "Regional District")

will be received at these offices until 2 PM November 14, 2014.
 (herein called the "Tender Closing Time")

SUBMISSION OF TENDERS

2. Tenders shall include a completed Tender Form (provided) and shall be enclosed in a sealed envelope. Any Tenders received after the Tender Closing Time will be marked as to date and time received, and returned unopened.
3. Tenders will be for the Work in its entirety and partial or incomplete submissions will not be considered. Each Tender will be dated, show the full legal name and business address of the Tenderer, and be signed with the usual signature of the person or persons authorized to bind the Tenderer. The name of each signatory will be typed or clearly imprinted below each signature. In the case of a corporation, the corporate seal must be affixed to the Tender and the Province of Incorporation must be stated.
4. Before submitting a Tender, the Tenderer will satisfy him/herself as to the local conditions and nature of the work. The Tenderer is fully responsible for obtaining all information required for the preparation of his/her Tender and the execution of the work.
5. Tenderers are encouraged to include all information that will enable the Regional District to consider the Tenders fairly. Tenders should include pertinent information including pesticide to be used, equipment, supply and storage of approved pesticides, health and safety program arrangements (WorkSafeBC) including copies of policies, training records and written procedures, references and details of relevant experience, etc.

PROPOSALS FOR ALTERNATES

6. Proposals for alternates will be considered provided that:
 - The proposal is submitted in addition to a duly completed Tender Form as specified herein; and
 - The proposal contains pertinent data such as specifications and other characteristics in order to assist the Regional District in its assessment and decision.

TENDER SPECIFICATIONS

MOSQUITO CONTROL PROGRAMS

AGREEMENT DOCUMENTS

7. Tenderers will fully inform themselves as to all existing conditions and limitations which will affect the execution of the Agreement. No consideration will be given, after the submission of the Tender, to any claim that there was any misunderstanding with respect to the conditions imposed by the Agreement.
8. Oral discussions will not become a part of the Agreement document or modify the Agreement unless confirmed by Addenda.

IRREVOCABILITY OF TENDERS

9. Tenders must be irrevocable and open for acceptance by the Regional District for a period of 90 calendar days after the Tender Closing Time even if the Tender of another Tenderer is accepted by the Regional District.

NOTICE OF AWARD

10. The successful Tenderer will be notified of acceptance of its Tender by notification in writing delivered to the address on the Tender Form. The notice will be given as soon as possible following the Tender Closing Time and, unless otherwise agreed to by the successful Tenderer and Regional District, not later than 90 days following the Tender Closing Time. No other communication will constitute acceptance of any Tender.
11. The Regional District will not be obligated in any manner to any Tenderer whatsoever until a written Agreement has been duly executed related to an accepted Tender.

TENDERER'S QUALIFICATIONS

12. The successful Tenderer and his employee(s) must carry the appropriate qualifications and certification.
13. Following the Tender opening, Tenderers may be required to submit evidence relating to its qualifications or experience or relating to any other matter considered relevant by the Regional District in the evaluation of that Tenderer's Tender.
14. Every Tenderer is deemed to consent to investigation by the Regional District of the evidence provided.

ADDENDA

15. If the Regional District determines that an amendment is required to this Tender, the Regional District will post a written addendum on the Regional District's Website (www.rdkb.com) that will form part of this Tender. Amendments to the Tender will not be considered 7 days prior to the Tender Closing Time. **No amendment of any kind to this Tender is effective unless it is posted in a formal written addendum on the Regional District's Website.**

**TENDER
SPECIFICATIONS**

**MOSQUITO CONTROL
PROGRAMS**

ACCEPTANCE OR REJECTION OF TENDERS

16. Tenders will be evaluated on the basis of Total Tender Price, additional service rates, previous experience and available equipment.
17. The Regional District reserves the right to accept or reject any or all Tenders, to evaluate Tenders on any basis whatsoever and to accept any tender it considers most advantageous to the Regional District.
18. The Regional District may waive any non-compliance with these Tender Specifications.
19. Without limiting the generality of the foregoing, a Tender may be rejected for any of the following reasons:
 1. incomplete or conditional Tender;
 2. insufficient or irregular Tender guarantees;
 3. prices omitted or unbalanced;
 4. prices over budgeted amount;
 5. evidence of inadequate experience or capacity to perform the duties;
 6. evidence of previous failure to perform adequately on similar work;
 7. evidence of poor public relations skills or of discourteous or disrespectful dealings with the public; and
 8. unsigned Tender.
20. In no event will the Regional District be responsible for the costs of preparation or submission of a Tender or the costs of submission of evidence of their resources and their ability to carry out the Work.
21. The lowest or any Tender will not necessarily be accepted.

INSURANCE

22. The successful Tenderer will, in the event of award, be required to furnish to the Regional District, within ten (10) days of award:
 - proof of public liability insurance for injury, property damage or death arising from the Tenderer's operations under the Agreement in an amount not less than THREE MILLION (\$3,000,000) DOLLARS naming the Regional District of Kootenay Boundary as additional named insured; and
 - proof of registration with WorkSafeBC.

WORK SCHEDULE

23. The work schedule of the successful Tenderer(s) will be as outlined and will reflect survey, monitoring, application, public information, reporting, mapping and follow-up.

DUTIES OF THE CONTRACTOR

24. The duties of the successful Tenderer will be outlined in the service agreement.

**TENDER
SPECIFICATIONS**

**MOSQUITO CONTROL
PROGRAMS**

SUBCONTRACTORS AND EQUIPMENT

25. The Tenderer shall show in the Tender Form the names and business addresses of proposed sub-contractors and the equipment intended to be used, including capacities of each machine. The words "as required" or similar wordings are not a sufficient description.
26. The Successful Tenderer(s) will be the "Prime Contractor" and will assume all health & safety duties and responsibilities of that role.

REMUNERATION

27. Remuneration will be as per the accepted Tendered amounts on the Tender Form.

PERSONNEL

28. The Tenderer must show in the Tender Form the names and relative experience of the personnel intended to be used.

REFERENCES

29. The Tenderer must show in the Tender Form previous experience in similar work and provide reference contact information.

TERM

30. The Term will be as outlined in the service agreement.
31. On the basis that an excellent relationship exists between the successful proponent and the Regional District, and a high level of service has been provided by the successful proponent during the Term of the Agreement, and provided the successful proponent is not in default of any of the covenants or obligations under the Agreement, the successful proponent may request at least (2) two months prior to the expiry of the Term, that the Regional District enter into a new Agreement with the successful proponent for a further Term of (2) years containing such terms and conditions as may be mutually agreed upon by the Regional District and the successful proponent.

ENQUIRIES

32. If the Tenderer finds discrepancies in or omissions from the Tender Specifications or has any doubt as to the meaning or intent of any part thereof, the Tenderer will inform the Environmental Services Department of the Regional District at once. Any necessary changes, additions or further explanations will be made by the Environment Services Department of the Regional District by issuing an addendum as outlined in Section 15. Addenda.

**TENDER
SPECIFICATIONS**

**MOSQUITO CONTROL
PROGRAMS**

33. All enquiries during the Tender Period regarding this project should be directed to the Environment Services Department of the Regional District at (250) 368-9148 or by email to gdenkovski@rdkb.com.

Tender of:

(hereinafter called the "Tenderer")

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

(hereinafter called the "Regional District")

In response to the Invitation to Tender and the Tender Specifications, the Tenderer has carefully examined the scope of the proposed works, the specifications and documents for the Mosquito Control Programs as detailed, and will provide all necessary labour, transportation, material, equipment, supervision and all other factors as required to complete the works as called for by these documents and at the prices tendered.

The Tenderer further agrees that prices quoted are all-inclusive and allow for any escalation of the Tenderer's costs following the Tender Period. The successful Tenderer will not be entitled to extra payment for any such escalation.

If awarded an Agreement for the aforementioned works, the Tenderer agrees to deliver to the Regional District within ten (10) calendar days after receipt of Notice of Award:

- Proof of Insurance
- Proof of Registration with WorkSafe BC
- Duly executed Agreement in duplicate
- Safety Policy

List equipment and specifications: _____

PRICE FORM #1
ALL TWO (2) SERVICE AREAS - SINGLE CONTRACTOR

Dated this _____ day of _____, 2014 at _____, BC

THIS TENDER IS IRREVOCABLE FOR 90 CALENDARS DAYS AFTER THE TENDERING CLOSING DATE

The Tenderer agrees that all prices shown are inclusive of all works, personnel, costs, charges, etc. and exclusive of federal and provincial taxes as specified in the Tender Specifications.

The Tenderer acknowledges receipt of the following addendum(s) covering revisions to the Tender Documents.

Addendum No. _____ Dated _____

Electoral Area 'C' Christina Lake, BC	Program With Control Aerial: Ground:	Additional Aerial Applications (Per ha)	Additional Ground Applications (Per ha)
May 1, 2014 – DECEMBER 31, 2017	\$	\$	\$

Electoral Area 'D' and the City of Grand Forks	Program With Control Aerial: Ground:	Additional Aerial Applications (Per ha)	Additional Ground Applications (Per ha)
May 1, 2014 – DECEMBER 31, 2017	\$	\$	\$

TOTAL ALL THREE SERVICE AREAS	\$
--------------------------------------	-----------

PROPOSALS FOR ALTERNATIVES will be received and reviewed subject to Section 7 of the Tender Specifications.

Tendering Firm: _____
or Individual _____
Mailing Address: _____

Phone: _____
Submitted By: _____
Signature of Authorized Person(s)

PRICE FORM #2
INDIVIDUAL SERVICE AREAS – MULTIPLE CONTRACTORS

Dated this _____ day of _____, 2014 at _____, BC

THIS TENDER IS IRREVOCABLE FOR 90 CALENDARS DAYS AFTER THE TENDERING CLOSING DATE

The Tenderer agrees that all prices shown are inclusive of all works, personnel, costs, charges, etc. and exclusive of federal and provincial taxes as specified in the Tender Specifications.

The Tenderer acknowledges receipt of the following addendum(s) covering revisions to the Tender Documents.

Addendum No. _____

Dated _____

Electoral Area 'C' Christina Lake, BC	Program With Control	Additional Aerial Applications (Per ha)	Additional Ground Applications (Per ha)
	Aerial: Ground:		
May 1, 2014 – DECEMBER 31, 2017	\$	\$	\$

Electoral Area 'D' and the City of Grand Forks	Program With Control	Additional Aerial Applications (Per ha)	Additional Ground Applications (Per ha)
	Aerial: Ground:		
May 1, 2014 – DECEMBER 31, 2017	\$	\$	\$

PROPOSALS FOR ALTERNATIVES will be received and reviewed subject to Section 7 of the Tender Specifications.

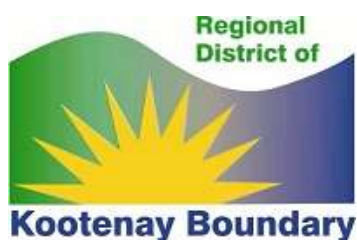
Tendering Firm: _____
or Individual

Mailing Address: _____

Phone: _____

Submitted By: _____

Signature of Authorized Person(s)

**STAFF REPORT****Date:** 21 Jan 2015**File**ES Administration -
Water**To:** Chair McGregor and Board
Members**From:** Bryan Teasdale, Manager of Infrastructure and Sustainability**Re:** Development of a Source Water Protection Plan for the BV Water Service -
RFP Review**Issue Introduction**

A Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a review of submitted proposals for the development of a Source Water Protection Plan for the Beaver Valley Water Service.

History/Background Factors

In late November, the RDKB issued an RFP for the development of a Source Water Protection Plan for Kelly Creek and two groundwater wells in the Beaver Valley Water Service. The plan will follow the BC Comprehensive Drinking Water Source-to-Tap Assessment Guide and will identify existing hazards and contaminants to water quality and quantity, and then assess these possible risks to make recommendations to improve drinking water protection and ensure a more resilient water supply. The development of a Source Water Protection Plan is a current IHA permit condition.

Six proposals were received to complete Modules 1, 2, portions of 5, and 7, 8 of the BC Comprehensive Drinking Water Source to Tap Assessment Guide as follows:

Company/Organization	Meet RFP Criteria	Budget
Urban Systems	Yes	\$48,637
Matrix Solutions	Yes	\$46,204
Hemmera	Yes	\$53,940
WSP-Focus	Yes	\$26,065
Summit Environmental	Yes	\$38,540
Golder Associates	Yes	\$49,962

As per above, all submitted proposals meet the minimum requirements as prescribed in the RFP, with the WSP-Focus proposal having the lowest proposed budget.

Implications

This project was originally contained within the 2014 budget for completion (\$30,000) but was not completed. For the purposes of completing draft 2015 Budgets, the \$30,000 allocation to complete this project was advanced. As per above, the WSP-Focus proposal is the only one that falls under the current budget allotment of \$30,000.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services - Ensuring responsible and proactive funding of core services

Environmental Stewardship/Climate Preparedness - Actively plan and advocate on behalf of our watershed

Background Information Provided

1. RDKB RFP Document - dated November 26, 2014
2. WSP-Focus Submitted Proposal - dated December 22, 2014

Alternatives

1. Receive the Staff Report.
2. Receive the Staff Report and award a contract to WSP-Focus for completion of the Source Water Protection Plan for Kelly Creek and groundwater wells in the Beaver Valley Water Service.
3. Receive the Staff Report and award a contract to another consultant for the completion of the Source Water Protection Plan for Kelly Creek and groundwater wells in the Beaver Valley Water Service.
4. Receive the Staff Report and reject all submitted proposals.
5. Not to receive the Staff Report.

Recommendation(s)

That the Staff Report from Bryan Teasdale, Manager of Infrastructure and Sustainability, regarding a review of submitted proposals for the development of a Source Water Protection Plan for the Beaver Valley Water Service, be received.

That the RDKB Board of Directors approve the proposal from WSP-Focus to complete a Source Water Protection Plan for the Beaver Valley Water Service in the amount of \$26,065 plus applicable taxes and authorize the Regional District's Signatories to enter into a contract.



**Regional
District of**

Kootenay Boundary

Request for Proposals

Kelly Creek and Groundwater Source Water Protection Plan

Issued:	November 26, 2014
Closing Time:	12:00pm, Wednesday, December 24, 2014
Closing Location:	Regional District of Kootenay Boundary 843 Rossland Ave Trail, BC Canada, V1R 4S8
Contact Person:	Goran Denkovski 250-368-0227 gdenkovski@rdkb.com

DESCRIPTION OF REQUIRED SERVICES

1. PROJECT OVERVIEW

The Regional District of Kootenay (RDKB) is soliciting Request for Proposals from qualified consultants to undertake a Source Water Protection Plan for Kelly Creek and two groundwater wells in the Beaver Valley Water Service near Fruitvale BC ("the Plan"). The plan will follow the BC Comprehensive Drinking Water Source-to-Tap Assessment Guide. It will identify existing hazards and contaminants to water quality and quantity and then assess these possible risks to make recommendations to improve drinking water protection and ensure a more resilient water supply. The plan will provide the RDKB with the necessary tools to apply protection within the watershed.

1.1. BACKGROUND

The Beaver Valley Water Service is provided by the Regional District of Kootenay Boundary and consists of most of the properties within the Village of Fruitvale and a portion of Electoral Area A of the Regional District. The water users are approximately 2850 residents utilizing 1176 connections. The area is predominantly a bedroom community with the main employers being Teck Metals located in the City of Trail and Atco Wood Products located immediately north east of Fruitvale within Electoral Area A. The water system area is located within the Beaver Valley (see Appendix A). The Beaver Valley Water Service (BVWS) system is currently classified as a Level II water distribution system and Level III water treatment. The domestic water supply is primarily from Kelly Creek augmented by two back up wells as required. This source is the most reliable and economical water supply for the BVWS. Water drawn from Kelly Creek is settled out in a 750,000 liter reservoir, then pumped through the Level III Kelly Creek Water Treatment Plant where treatment by coagulation, filtration, ultra violet and minimal chlorination is provided. The two wells are used for emergency backup situations and during the summer months to supply approximately one third of the system users when the water flow in Kelly Creek is low. Sites of wells and reservoirs are indicated on Appendix A map.

The current water system supplies domestic water to both residents and businesses located within Village boundaries and outside Village boundaries (Appendix A). In addition, it acts as the only source of supply for fire protection to the RDKB Volunteer Fire Department located in the Village of Fruitvale centre.

As stated above, the BVWS area currently has surface water from Kelly Creek located south east of Fruitvale and ground water from two production wells located at Maple Avenue (well #1) and Columbia Gardens Road (well #2) in Fruitvale. Both wells are screened within the deep unconfined alluvial aquifer, which is comprised of sand and gravel. During late 2013 chlorination systems were installed in both wells and will be commissioned for operation in spring of 2014.

Well #1 was constructed in 1986 and provided for an estimated safe yield of 350 USgpm. Well #2 was constructed in 1986 and provides for an estimated safe yield of 350 USgpm. In 2009 both wells were purged and the pumps replaced by Precision Service & Pumps Inc. The two wells can now be pumped simultaneously at 824 USgpm (3120 l/min) without interfering with each other. The well specifics are

included in the following table:

Specifics	Well #1		Well #2	
	<i>Original</i>	<i>Current</i>	<i>Original</i>	<i>Current</i>
1. Year Drilled	1986	2013	1986	2013
2. Total Depth (ft)	88	88	123	123
3. Diameter (inches)	4	4	4	4
4. Length of Screen (ft)	13	13	13	13
5. Depth to top of Screen (ft)	60	60	180	180
6. Safe Yield (USgpm)	350	412	350	412

1.2. SCOPE OF WORK

- Complete Modules 1, 2, portions of 5, and 7, 8 of the BC Comprehensive Drinking Water Source to Tap Assessment Guide for the Kelly Creek and two groundwater well sources.
- Liaise with regulatory authorities including Interior Health to solicit input on the Plan in accordance with the Drinking Water Officers Guide, currently located at:
http://www.health.gov.bc.ca/protect/dwoguide_updated_approved%202007.pdf
- Liaise with RDKB (Environmental Services & Parks and Recreation Department), and the Village of Fruitvale to solicit input on the Plan
- Confirm the long-term sustainability of Kelly Creek and the two wells as a significant source of drinking water for the RDKB to year 2030 and beyond. If changes to Kelly creek and the two groundwater wells water supply infrastructure (such as treatment, slope stabilization, etc.) will be required to retain the creek and wells as a municipal water supply over the long term, the general nature and approximate timing of such changes are to be determined.
- Plan and undertake a public consultation process to assess the public's position regarding the qualitative consequences of identified hazards
- Prepare a Watershed Assessment and Protection Plan Report
- Present the report to RDKB and Village of Fruitvale management

Further detail on the scope of work is provided below:

The Plan shall follow the BC Comprehensive Drinking Water Source to Tap Assessment, modules 1, 2, portions of 5, and 7, 8 and outline the possible impacts of the identified risks, including wildfire, on water quality and quantity. Future climate projections should be integrated throughout the plan, including assessment of water source risks, and recommend actions for source water protection to the year 2030, based on climate science and projections.

The primary aim in the assessment is to identify hazards and vulnerabilities that may threaten the safety and sustainability of the water supply and to recommend risk management actions to address them. The assessment guide provides a structured and consistent approach to evaluating risks to drinking water and satisfies the assessment requirement under the Provincial Drinking Water Protection Act. The focus of the plan is to:

1. Delineate and characterize the water source (Module 1)
2. Conduct a contaminants source inventory (Module 2)
3. Audit water quality and availability (Module 5, Supply-Side Assessment only)
4. Characterize risks from source to tap (Module 7)
5. Recommend action to improve drinking water protection (Module 8)

In order to characterize and quantify the risk of hazards identified in Modules 1 through 7, input will be required from stakeholders and the community. The consultant will be required to plan, implement and roll out a public consultation plan with input from RDKB Staff. The results of the public consultation should support the recommendations of the Plan.

1.3. DELIVERABLES

- An Assessment Report following the guidelines of the BC Comprehensive Drinking Water
- Source to Tap Assessment including prioritized recommendations and implementation plan

1.4. REQUIRED EXPERTISE

The consultant selected is expected to be an expert at the tasks to be completed and will bring to the project a thorough knowledge of all of the project's requirements gained from extensive experience with similar assignments. All proposals must include a list of other similar plans that the consultant has prepared.

1.5. AVAILABLE RESOURCES

1. BC Comprehensive Drinking Water Source to Tap Assessment Guide, currently located at <http://www.health.gov.bc.ca/protect/source.html>
2. The RDKB will provide access to any available information sources as required, such as:
 - Previous assessment reports
 - As-built drawings
 - Digital aerial photographs
 - Pertinent GIS data

1.6. PROJECT SCHEDULE

The proponent will provide a detailed project schedule, including the milestones presented below:

- Kickoff Meeting – within two weeks of award (early 2015)
- Stakeholder meetings and interviews complete and summarized (early 2015)
- Submission of draft report (mid 2015)
- Presentation to Staff of final report to staff (end of 2015)

2. EVALUATION CRITERIA

The RDKB reserves the right to select the consultant best suited for this project and intends to evaluate Proposals as fairly as possible. The RDKB reserves the right to make changes to the evaluation process prior to the Proposal submission date.

The RDKB has disclaimed any intention to assume contractual or other obligations to consultants during the RFP process partly to ensure that it retains maximum flexibility in regard to whether it proceeds, whether it proceeds with one of the consultants, or how it will evaluate proposals. While the RDKB intends to evaluate proposals as fairly as possible, consultants should be aware the RDKB may evaluate proposals on any basis whatsoever, whether specifically identified in this document or not. Consultants should be aware that various matters may be considered by the RDKB when evaluating proposals, including, for example:

- Whether, or to what extent, a consultant has complied with the Proposal requirements set out in this document
- The RDKB's assessment of the ability of the consultant to successfully perform the work
- Proposed budget
- Appropriate technical innovation
- The nature of any previous dealings the RDKB has had with a consultant

If a Proposal is determined to be unclear or deficient in some aspects, but these deficiencies are capable of being clarified or rectified, the RDKB may prepare a list of questions for the consultant, to clarify or remedy the deficiencies. If, in the opinion of the RDKB, these clarifications and rectifications do not overcome the deficiencies, the RDKB, at its sole and absolute discretion, may decide to reject the Proposal.

The RDKB may contact any or all of the consultants to seek further clarification and information before awarding the contract.

Finally, the RDKB intends to evaluate all proposals according to the scoring matrix outlined in the following section.

2.1. EVALUATION SCORING MATRIX

The RDKB will select the Proposal that it deems, in its sole and absolute discretion, demonstrates the best combination of corporate experience, skilled and experienced personnel, project understanding, vision, proposed approach to achieving the project goals, as well as project budget.

The following table details the proposed evaluation scoring approach:

Criteria Evaluation	
1. Project Understanding	
<ul style="list-style-type: none"> Understanding of project requirements Solution adapted to goals, needs and objectives Clarity of the proposal (concise, consistent, comprehensible and good format) 	20%
2. Proponent Qualifications	
<ul style="list-style-type: none"> Reputation, proven performance and relevant experience of the proponent's firm Proposed team's experience in similar projects Technical and management capability, capacity, skills and qualifications of the proponent and any proposed subcontractor(s) Minimum of two references based on past performance for similar projects (high quality finished project, goals and time frames achievement) 	20%
3. Strategic Plan	
<ul style="list-style-type: none"> Substantially integrates the RDKB's strategic plan objectives into the project design, methodology, implementation and long-term project legacy Demonstrates substantial awareness and understanding of leading examples and relevant precedents appropriate to this project Proposes innovative solutions to sustainability-oriented challenges 	5%
4. Proposed Schedule	
<ul style="list-style-type: none"> Work Plan and Schedule by tasks Provides a realistic timetable Provides time and structure for staff input 	5%
5. Cost	
<ul style="list-style-type: none"> Price of the Proposal 	50%
Total	100%

PROPOSAL REQUIREMENTS

3. PROPOSAL SUBMISSION

The Proposal must be submitted to the RDKB to the attention of:

Goran Denkovski
Engineering and Safety Coordinator
843 Rossland Ave
Trail, BC V1R4S8

Telephone: 250-368-0227
Email: gdenkovski@rdkb.com

Emailed Proposals are preferred, but a Contractor bears all risk that the RDKB's systems function properly so that the RDKB receives the Proposal. Contractors preferring to submit hardcopies of their Proposal must provide the copy printed double sided. The RDKB is committed to a fair and open process for all parties interested in this RFP.

4. PROPOSAL FORMAT

4.1. TITLE PAGE

Include contact name, position, address, email and phone number

4.2. LETTER OF INTRODUCTION

4.3. PROPOSED METHODOLOGY

All proposals must include a clear description of the proposed project methodology, including a description of key project phases, and individual phase budgets. Each phase should describe the key phase deliverable, as well as the method for achieving this output.

4.4. PROPOSED PROJECT TIMELINE

All proposals must include a detailed description of the proposed project timeline by phase.

4.5. PROPOSED FEES & EXPENSES

A project budget including a detailed list of tasks and associated estimated costs by phase such as:

- Project meetings
- Records review and consolidation
- Technology options review
- Cost calculation and lifecycle analysis
- Risk assessment
- Document development

The project budget should clearly show costs associated with each sub-consultant (if any), including any associated disbursements.

4.6. PROPONENT PROFILE

Proposals should include a summary of the proponent's skills, qualifications and ability to deliver on the proposed project deliverables. This summary should include evidence of an ability to complete projects on-time and on-budget, as well as a brief summary of related project precedents.

4.6.1. PROJECT TEAM QUALIFICATIONS

Proposals may also include brief summary of key project team members, outlining individual skills, experience, qualifications as well as their proposed roles and responsibilities within the delivery of this specific project proposal. For key staff, please provide relevant experience and identify their proposed level of commitment to the project.

4.6.2. SUMMARY OF RELATED PROJECT EXPERIENCE

The proposal shall contain specific project examples completed in the past ten years that demonstrate the consultant's ability to undertake the proposed project. Descriptions of previous projects should include:

- Name of the project.
- Scheduled and actual completion date.
- Key individuals involved.
- Client references.
- A description of the project that demonstrates the relevant skills, outcomes and sustainability attributes.
- Original budget, final costs, and claims settled and outstanding.

4.6.3. CORPORATE COMMITMENT TO SUSTAINABILITY

Proposals may also include a brief outline of in-house corporate commitments to sustainability as demonstrated within the RDKB Strategic Plan.

GENERAL CONDITIONS

5. RFP PROCESS AND EVALUATION PROCEDURES

5.1. EVALUATION AND AWARD OF ASSIGNMENT

The RDKB intends to award the contract to the preferred consultant before January 30, 2015.

6. DEFINITIONS

- “must”, “mandatory”, or “required” means a specific criterion / criteria, or requirement is / are essential to be met for the proposal to receive and continue to receive consideration.
- “should”, or “desirable” means a requirement having a specific or significant degree of importance to meeting the RFP objectives. These criteria will be evaluated using a point scoring system.
- “proponent”, means an individual or company that submits or intends to submit a proposal response to a Request for Proposal.
- “consultant” means the successful proponent who is awarded the contract.

7. ADDITIONAL TERMS AND CONDITIONS

7.1.1. SIGNED PROPOSALS

The proposal must be signed by the person(s) authorized on behalf of the Proponent or company and binds the Proponent to the statements made in the RFP response.

7.1.2. IRREVOCABILITY OF PROPOSALS

At the appointed closing time, all proposals become irrevocable. By submission of a proposal, the Proponent agrees that should its proposal be selected, the Proponent will enter into a contract with the RDKB.

7.1.3. CHANGES TO THE PROPOSAL WORDING AND CONTENT

The Proponent is entitled to amend its proposal at any time before the deadline for submission of proposals. After the closing date and time, the Proponent will not change the wording or content of the proposal and no words will be added to the proposal, including changing the intent or content of the presentation of the proposal, unless requested by the RDKB.

7.1.4. PROPONENT EXPENSES

Proponents are solely responsible for their own expenses in preparing the proposal, presentations of their proposal, and travel costs incurred presenting and negotiating their proposal.

7.1.5. PROPOSAL PRICING

Proposal prices must be firm for a minimum of 90 days after closing.

7.1.6. ACCEPTANCE OF PROPOSALS

The RDKB will select the Proposal that it deems, in its sole and absolute discretion, demonstrates the best combination of corporate qualifications, skilled and experienced personnel, project understanding, vision, proposed approach to achieving the specified goals, as well as estimated total costs. The RDKB is not bound to accept the lowest price proposal, nor is the RDKB in any way bound to award the project to any of the Proponent bids.

7.1.7. ALTERNATIVE SOLUTIONS

Please submit alternative option as a separate proposal. If any other type of alternative options is proposed, proponents are also requested to submit the alternative or option as a separate proposal.

7.1.8. NEGOTIATIONS

If a written contract cannot be negotiated within 30 days of notification to the lead proponent, the RDKB may, at its discretion at any time thereafter, terminate negotiations with that proponent and either negotiates a contract with the next qualified proponent, or cancel the RFP process and not enter into a contract with any Proponent.

7.1.8. SUB-CONTRACTORS

Proposed subcontractors must be listed with attached resumes. Joint proposal submission must indicate which proponent has overall responsibility of the project.

7.1.10. LIABILITY FOR ERRORS

The information contained in this RFP is supplied solely as a guideline for proponents. The information is not guaranteed or warranted to be accurate by the RDKB, nor is it necessarily comprehensive.

7.1.11. AGREEMENT WITH TERMS

The Proponent, through the submission of a proposal, agrees to all terms and conditions of this RFP.

7.1.12. MODIFICATION OF TERMS

The RDKB reserves the right to modify the terms of the RFP at its sole discretion at any time prior to the submission deadline.

7.1.13. AVAILABILITY OF INFORMATION

The consultant shall be permitted access to RDKB files and reports that relate to this project.

7.1.14. CONFIDENTIALITY OF INFORMATION

Information pertaining to the RDKB obtained by the Proponent as a result of participation in this project is confidential and must not be disclosed without written permission from the RDKB.

7.1.15. CONFIDENTIALITY OF PROPOSALS

The Owner (RDKB) is subject to the British Columbia Freedom of Information and Protection of Privacy Act. That Act creates a right of access to records in the custody or under the control of the Owner, subject to the specific exceptions in that right set out in the Act. The Owner will receive all proposals submitted in response to this RFP in confidence. Because of the right of access to information created by that Act, the Owner does not guarantee that information contained in any proposals will remain confidential if a request for access in respect of any proposal is made under the Act. Proponents are required to keep their proposals confidential and must not disclose their proposals, or information contained in them, to anyone else without the prior written consent of the Owner.

7.1.16. PAYMENT

The Consultant's invoices must be submitted in a manner acceptable to the RDKB.

The Consultant's invoices for this contract will payable, net 30 days, upon submission of phase completion claims.

7.1.17. RESPONSIBILITY

The Proponent shall not transfer responsibility to meet the obligations of this contract to a third party without the consent, in writing, of the RDKB project manager.

7.1.18. NO COLLUSION

Proponents shall not directly or indirectly communicate with any other Proponent regarding the preparation or presentation of their proposals, or in connection with the Proposal engage in any collusion, fraud or unfair competition.

7.1.19. LAWS OF THE JURISDICTION

Any contract resulting from this RFP will be governed by and will be interpreted in accordance with the laws of the Province of British Columbia.

7.1.20. INTELLECTUAL PROPERTY RIGHTS

The RDKB will be the owner of the intellectual property rights, including patent, assignment of copyright, waiver of moral rights, trademark and industrial design in any product, business process, and software or training program developed specifically through this contract. Licensing and marketing rights of the developed product, if appropriate, will be negotiated separately.

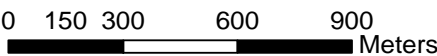
APPENDIX A – SITE PLAN



Beaver Valley Water System

8 August 2014

1:15,000



Legend

Beaver Valley Water System

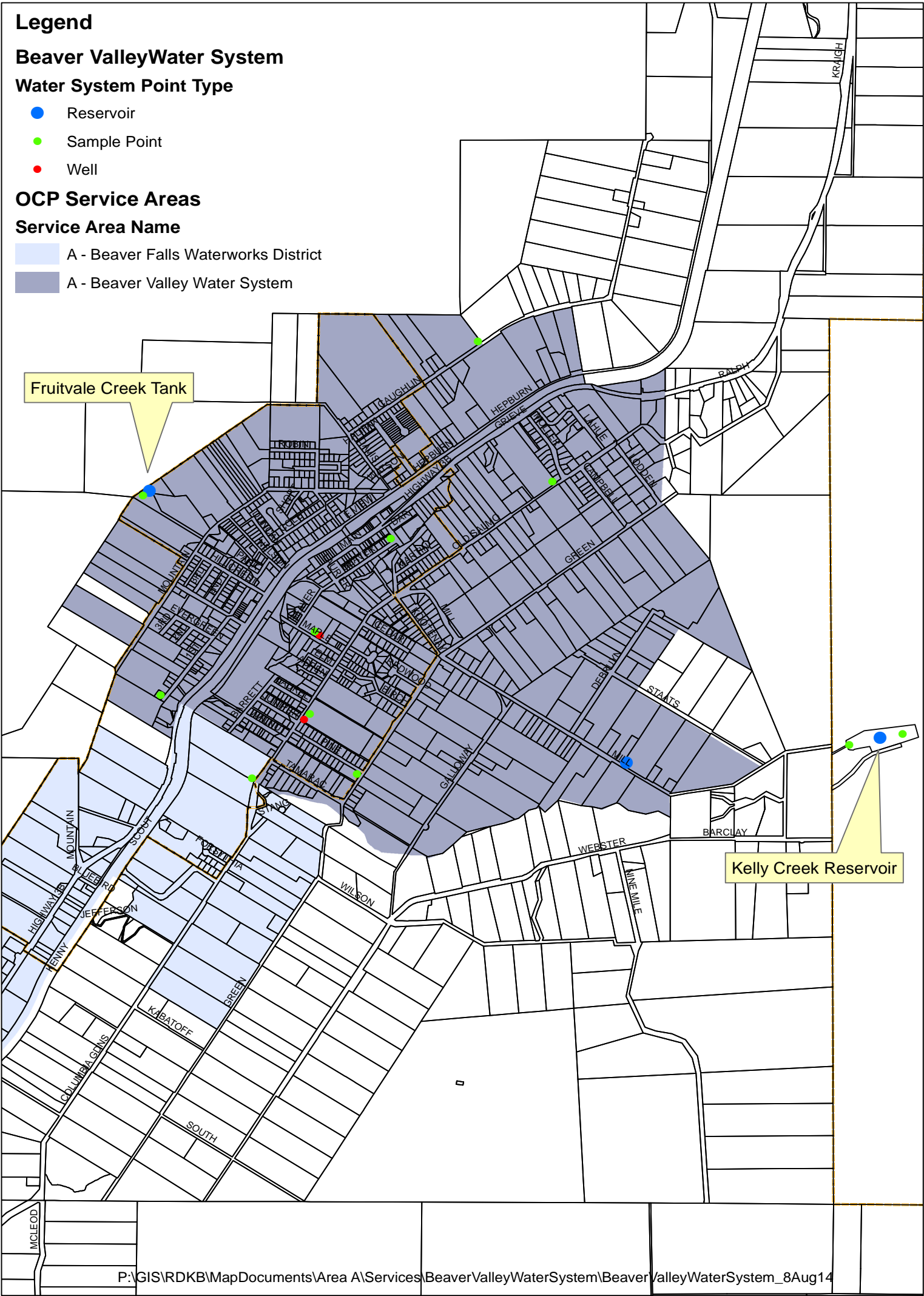
Water System Point Type

- Reservoir
- Sample Point
- Well

OCP Service Areas

Service Area Name

- A - Beaver Falls Waterworks District
- A - Beaver Valley Water System



APPENDIX B - DECLARATION OF MINIMUM STUDY REQUIREMENTS

DECLARATION OF MINIMUM STUDY REQUIREMENTS

A minimum of one of the following declarations must be submitted with each Proposal.

ENGINEERING LEAD CONSULTANT'S DECLARATION

I, the undersigned, declare:

- that the company I represent below is a registered engineering consulting firm qualified to do a Source Water Protection Plan (*If more than one consultant is used, the consultant named below will assume the lead role for the Source Water Protection Plan and incorporate all information into one report*).
- that by assuming the lead consultants role, I will apply my professional seal to the final Source Water Protection Plan and assume professional responsibility for the entire contents of the Source Water Protection Plan.
- that I have read and will comply with the Minimum Study Requirements, and the Terms and Conditions that are contained in this Request for Proposal (RFP).
- I also understand that the Study and accompanying documents will be reviewed by RDKB staff.

Company Name:

Lead Consultant's Name and Professional Designation:

Authorized signature:

Date:

Print Name:

Mailing Address (Street):

Phone:

City:

Fax:

Postal Code:

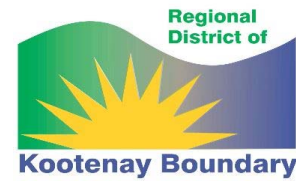
Email:

PROJECT LEAD'S DECLARATION**(not applicable if the Lead Consultant is the sole consultant)**

I, the undersigned, declare:

- that I have read and will comply with the Minimum Study Requirements, and the Terms and Conditions that are contained in this Request for Proposal (RFP).
- I also understand that the Study and accompanying documents will be reviewed by RDKB staff.

Company Name:**Name and Title:****Authorized signature:****Date:****Print Name:****Mailing Address (Street):****Phone:****City:****Fax:****Postal Code:****Email:**



REQUEST FOR PROPOSAL

REGIONAL DISTRICT OF KOOTENAY
BOUNDARY

KELLY CREEK AND GROUNDWATER SOURCE WATER PROTECTION PLAN

Focus Corporation
#5 – 2114 Columbia Avenue
Rossland, BC V0G 1Y0

Phone : +1 250-362-5137
www.focus.ca | www.wspgroup.com





December 22, 2014

Ref No. 061500246P

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

Attention: Goran Denkovski

Subject : **Regional District of Kootenay Boundary Request for Proposals
Kelly Creek and Groundwater Source Water Protection Plan**

WSP|Focus and our subconsultant Bear Environmental Ltd are pleased to present our proposal for Kelly Creek and Groundwater Source Water Protection Plan.

We have reviewed the terms of the RFP and are an experienced professional consultancy firm with branches throughout BC, and indeed due to our recent merger with WSP, the world. We offer excellence in infrastructure engineering with local familiarity. We have proposed a team of senior professionals experienced with similar assessments and local to the project area.

For this project we propose to have overall project management and design provided from our Rossland office with support from the WSP team as required.

We look forward to offering you our tried and trusted professional services.

Yours truly,

A handwritten signature in blue ink that reads "Elise Pare".

Elise Pare, P. Eng.
Rossland Branch Manager

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1 PROJECT UNDERSTANDING

The Regional District of Kootenay Boundary (RDKB) has been requested by the Ministry of Health to complete a Comprehensive Drinking Water Source to Tap (S2T) Assessment for the sources, Kelly Creek and two groundwater wells for the Beaver Valley Water Service. The complete Source to Tap assessment includes eight modules, however the RDKB has only been requested to complete Modules 1, 2, part of 5, 7 and 8. The Ministry provides a guideline document to support the process.

The Watershed Assessment and Protection Plan will:

- identify inherent risks to water quality as well as describing land uses, human activities and other potential contaminant sources that could affect source water quality;
- provide a qualitative assessment of probability and consequence of risk and assessment of the system strengths, weaknesses, opportunities and threats (SWOT) to drinking water quality;
- provide recommended actions to effectively manage risks identified earlier in the assessment through prevention, reduction or mitigation;
- confirm the sustainability of Kelly Creek and the two groundwater wells as a municipal water supply to the year 2030 and beyond;
- incorporate the objectives of the RDKB's strategic plan; and
- recommend if and when water supply infrastructure upgrades will be required.

The process to complete the assessment includes liaising with the local Interior Health Authority (IHA) Environmental Health Officer (EHO), the RDKB, Village of Fruitvale and stakeholders. The extent of the public consultation process required can be refined through discussions with the EHO.

The final report will be presented to RDKB and Village of Fruitvale management.

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2 PROPOSED METHODOLOGY

2.1 PROJECT INITIATION/DATA COLLECTION

Upon award of this assignment, an initial meeting will be held with the RDKB, the major objective of which will be to ensure that our work program and schedule will produce the expected outcome. The following items will be addressed during this meeting:

- define liaison and reporting roles and structures;
- confirm documentation and communication protocols;
- review work program and expected outputs;
- review the schedule and highlight any key dates or project milestones;
- obtain ACAD copies of legal composite from the City and obtain any aerial mapping, current survey, GIS and as-built data the City may have;
- review current acts, standards and bylaws applicable to the project; and
- identify a list of stakeholders, obtain names of contacts for various affected parties.

DELIVERABLE: Meeting minutes

2.2 S2T – MODULES 1, 2, 7 AND 8

The BVWS and Village of Fruitvale commissioned a Hydrological Assessment of Kelly Creek Watershed in 2012. The information in the 2013 final report appears to meet the general requirements of the S2T guidance document, based on a preliminary review completed for responding to the RFP and also as part of our review for the Columbia Basin Trust Water Smart Initiative.

A comprehensive review and data gap analysis of the 2013 Hydrological Assessment with respect to the S2T guidance document shall be completed and the information provided within extracted and presented in a format consistent with the guidance document (ie. Module 2 Contaminant Source Inventory Table and Hazard Identification Table, update risk analysis descriptors to meet Module 7, Module 7 Risk Characterization Table). A comprehensive report on Module 1 will not be completed as the 2013 Hydrological Assessment meets the requirement with the information is well presented. Rather a summary of the drinking water source shall be provided along with any additional information from this assessment with the 2013 report referenced and appended. It is assumed that the metadata from the Kelly Creek Hydrological Assessment will be provided by the RDKB.

Data gaps identified by the 2013 Hydrological Assessment shall be included:

- Acquire and review Kelly Creek Timber watershed assessments
- Obtain raw water quality data for surface water [included in Module 5 scope below]

Current stream flow data was not available for the 2013 Hydrological Assessment, and as the hydrometric station has not been re-established, it is expected that no further data will be available.

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Modules 1, 2, 7 and 8 shall be completed for the two water supply wells. Module 1 will involve delineating and characterizing an assessment area within a fixed radius of 1 km from the wellheads. Stakeholders identified in the project initiation including the Kelly Creek Timber Company will be consulted for additional information not available in the 2013 Hydrological Assessment. The volume of information from Kelly Creek Timber Company is unknown and we have accounted for approximately 4 hours of review time.

The watershed will be characterized by the biophysical and biogeochemical influences on water quality and quantity. We will produce mapping of watershed and assessment area and prepare a draft report on watershed assessment to serve as a basis for the Watershed Assessment and Protection Plan.

This phase will include a qualitative risk assessment of the vulnerability of the wells and associated aquifer to the identified contaminant sources and hazards identified in Module 2. The inventory will include a search of available environmental databases completed by Environmental Risk Information Services (ERIS), interviews with stakeholders, and a site visit. This level of due diligence is consistent with a Phase 1 Environmental Site Assessment. Should a high risk contaminant source/hazard be identified that warrants a quantitative risk assessment through a more detailed hydrogeological assessment and contaminant transport modeling exercise, recommendations and cost estimates shall be provided.

Included in the risk assessment, we will address the projected effects of climate change. In partnership with CBT, in 2014, the Pacific Climate Impacts Consortium (PCIC) published a report on Climate Extremes in the Columbia Basin. This information and other PCIC climate change projections for the RDKB will be used in our analysis.

2.3 MODULE 5 – AUDIT WATER QUALITY AND AVAILABILITY (SUPPLY ONLY)

Module 5 of the S2T Guidance document shall be completed for the supply-side only. We plan to complete this by:

- Analysis of raw water quality, screen against applicable criteria, and provide trend analysis for key parameters:
- Ascertain if the water supply is sufficient to meet present and future water demands.
- Evaluate adequacy of current monitoring and reporting program (supply-side only)
- Complete Module 5 hazard identification table

It was noted in Addendum 2 that there is sufficient water quality data in pdf form for both the surface and groundwater sources to satisfy the requirements of Module 5. Typically, recent data is available from the laboratory in Excel format. The level of effort herein, takes into consideration that we, with the permission of the RDKB, will be able to obtain the data in this format from the lab. Should Module 2 identify additional contaminants of potential concern, additional analysis shall be recommended with costs provided.

- Seasonal sampling (2 events) at the Kelly Creek intake for supply-side parameters identified in Module 5 Box 5-1.
- Seasonal sampling (2 events) at each of the groundwater supply wells for supply-side parameters identified in Module 5 Box 5-1.

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2.4 SUBMISSION OF DRAFT REPORT

A draft report of Modules 1,2,& 7 with preliminary recommendations for Module 8 will be prepared and submitted to the RDKB and Village of Fruitvale for review. The report will summarize all work completed in the study. Suitable drawings, tables and recommendations will be included. We will meet with staff representatives to review the document and discuss next steps. At this point a review with the IHA Environmental Health Officer will be undertaken.

DELIVERABLE: Draft Watershed Assessment and Protection Plan, GIS database and Minutes from Client Meeting

2.5 PUBLIC CONSULTATION

In our experience, it has been most effective to consult with the public following the completion of Module 7. We propose to work with the RDKB in the most efficient manner to complete this requirement of the S2T guideline. WSP|Focus believes the development of the plan should be a collaborative public process where public review and stakeholder input occurs during the development of the document. As the majority of the watershed land is privately held, it will be essential to include land owners and other affected stakeholders early in the process.

As watershed protection is a community effort, a public consultation process can serve to educate the water users and stakeholders as well as gather other information not collected in the initial exercise. To promote accountability, all information used for the development of the plan will be accessible and presented in a format that is easy to understand for community stakeholders. The public information sharing session will include a host of educational material and will include important local information and background report material including the draft risk and hazard assessment.

We propose an evening presentation with open house project boards to communicate the draft results for Modules 1, 2, 5, 7 and 8 to the community. RDKB staff would assist in organizing the event, including advertising and would provide the venue. Our team will provide all of the content and host the evening, delivering the information. We will be available for discussion with community members. Should the RDKB wish to have our team complete all of the event organization, we would be pleased to provide a proposal to do so.

DELIVERABLE: Public information materials, presentation, summary memo of event to append to final report.

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2.6 FINAL REPORT

Following the public consultation and staff review, we will review with staff and incorporate comments into the final draft. We will then present to RDKB and Village of Fruitvale management and submit a final version of the plan.

DELIVERABLE: Final Watershed Assessment and Protection Plan and GIS database

2.7 STRATEGIC PLAN OBJECTIVES

The RDKB Strategic Plan for 2012 to 2015 details four major goals of the organization listed below. Our proposed approach to this project will provide a product that focused on:

- Exceptional Cost Effective and Efficient Services:
 - Core Services – developing a product to meet drinking water operating permit requirements;
 - Providing project management and delivery through our Certified APEGBC Organizational Quality Management processes.
- Environmental Stewardship and Climate Preparedness:
 - Developing a plan to effectively manage the watershed for the BVWS potable water source;
 - Incorporating the effects of climate change in the plan and increasing the resiliency of the community water system.
- Improve and Enhance Communication:
 - Enhancing communication – clear messaging to the citizens via open community consultation and incorporating feedback into the final report;
 - Partnering with local consultants within the RDKB, building capacity and advancing the interest of the Region.
- Continue to Focus on Organizational Excellence:
 - Working collaboratively with RDKB staff, utilizing the strengths of internal resources.

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3 PROJECT TIMELINE

A detailed work plan and related fee schedule is provided in Appendix B. The work plan was designed to achieve the overall project goals and objectives. Inherent in all activities will be aspects relating to project management.

The proposed schedule for the project is indicative of the level of effort required to achieve the project objectives and as such WSP|Focus is ready and prepared for the undertaking upon award of assignment. Upon project start-up, the schedule will be discussed and reviewed with the RDKB. This schedule will be reviewed and updated regularly as part of the overall project management process. Our proposed personnel form a well-integrated team, able to respond to prioritize work as required.

Table 3.1 Proposed Timeline

ITEM	ESTIMATED TIMELINE
Project Award	Early January
Project Start Up Meeting – confirm scope, lines of communication and schedule, critical paths, available information, etc.	Two Weeks Post Award (Week 0)
Stakeholder Interviews and Site Visit*	Week 3-6
Source To Tap Module 1, 2, 5, 7 & 8 Draft Report Submission	Week 10
Draft Report Review Meeting	Week 12
Public Consultation Event	Week 17
Incorporate Comments into Final Draft	Week 20
Final Report Presentation	Week 22

*Subject to availability of third party stakeholders.

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4 PROPOSED FEES AND EXPENSES

The project budget including a detailed list of tasks and associated estimated costs by phase such as; project meetings, records review and consolidation, technology options review, cost calculation and lifecycle analysis, risk assessment and document development. The consulting engineering services to be provided are well defined by the RDKB in the RFP. The requirements of the RFP are implicitly included in our proposal.

The project consulting fees, which are calculated on an hourly basis to a not-to-exceed format including incidental office disbursement charges and applicable taxes, are detailed in Appendix B in combination with the itemized project tasks and Work Plan and separately detailed disbursements. **Based on the proposed work methodology as described above, we propose to complete the works for \$26,065 (excluding taxes).**

The fees also include:

- all costs associated with project meetings and site visits as identified;
- allowances for client meetings, site visits and related disbursements; and
- expenses and incidental office fees;
-

The Client may, during the project, without invalidating this agreement, make changes in the scope of services to be provided by WSP|Focus. Additional services as requested will be provided at hourly rates as set out below and the schedule will be changed as is reasonably necessary to allow for the changes in the scope of services.

Table 4.1 Rate Schedule

NAME	ROLE	HOURLY RATE
Elise Pare P.Eng.	Project Lead	\$125
Michael Paquin, EIT	Project Technician	\$90
Tim Albert	GIS Specialist	\$125
Ivan Drako, P.Eng.	Sr. Water Treatment Process Engineer	\$170
Johana Strimus	Administration	\$65

SUBCONSULTANTS – BEAR ENVIRONMENTAL LTD

David Diplock, P.Eng.	Environmental Engineer	\$125
Cole Bertsch, Geo. L.	Senior Hydrogeologist	\$125

All general disbursements are included in our hourly rate. Disbursements include deliveries, courier, document production, survey equipment, etc. Other Disbursements for additional work will be charged at cost plus 10% for travel, vehicle and printing of drawings and specifications. Our Vehicle rate is \$ 0.62/km. Our company policy states that Fees for Services are due and payable upon receipt of our invoice. Accounts in excess of 30 days from date of invoice are surcharged with carrying charge interest

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at 2% per month, compounded monthly (26.8% per annum) on overdue amounts. Obtaining agency approvals is not a prerequisite for payment for services rendered. We reserve the right to increase these fees on a yearly basis in line with a reasonable inflationary based percentage and in discussion with the RDKB.

As part of the recent transaction with WSP Canada Inc., on or about January 1st, 2015, Focus Corporation will be undertaking a corporate reorganization to combine its operations with those of WSP Canada Inc. and a rebranding effort, which will result in Focus Corporation operating under the legal name WSP Canada Inc. and brand name WSP. As a result thereof, Focus Corporation's rights, obligations and liabilities in this proposal shall be automatically assigned in favor of the combined resulting entity. The RDKB hereby acknowledges that such corporate reorganization and rebranding efforts shall not constitute a default of Focus Corporation's obligations contained in this proposal and the Regional District shall be deemed to have agreed to such assignment.

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5 CORPORATE PROFILE

5.1 WSP|FOCUS CORPORATION

With over 1,700 employees, Focus Corporation is a multidisciplinary consulting firm providing a wide range of professional services to clients in the community infrastructure; land development, energy and transportation sectors. At Focus, our philosophy is to partner with our clients to help them optimize their assets and increase their long-term success.

With offices located throughout the BC Interior including Rossland, Cranbrook, Golden, Invermere, Kamloops, and Kelowna, Focus has an invested interest in supporting our communities and making our area a better place to live. Through this presence, Focus has acquired a wealth of knowledge on the various forms of infrastructure. Our BC Interior staff has extensive experience in stormwater management, water and sewer systems, water and wastewater treatment, and roadways.

Focus has recently been acquired by WSP Global Inc., a multi-national engineering services firm headquartered in Canada. WSP has offices in both Eastern and Western Canada and extensive reach across the rest of North America and Internationally. WSP currently has 32,000 employees worldwide (500 offices on 5 continents) with 5000 employees in Canada, coast to coast. By joining with Focus, the organization now has a significant presence in the Western Provinces which will provide our clients with enhanced opportunities, services and expertise across multiple service lines and sectors.

The bringing together of Focus and WSP Global brings many benefits that include:

- The ability to expand our portfolio of available services as we blend the skills, experience, tools, and expertise of the two companies;
- Expanded capabilities across multiple disciplines that will be of benefit to all of our clients;
- Expanded reach – we are now part of an organization with global reach.

5.2 BEAR ENVIRONMENTAL

BEAR is a full service environmental engineering consulting company, incorporated in 2000 and located in Rossland, BC since 2006. BEAR specializes in watershed and groundwater contaminant hydrogeology including source water protection assessments. Currently BEAR employs eight professional staff and associates located in the West Kootenay (4), Okanagan (2), Lower Mainland (1) and Vancouver Island (1). Clients served include:

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- Department of National Defence
- Public Works and Government Services Canada
- Transport Canada
- Aboriginal Affairs and Northern Development Canada
- Columbia Power Corporation
- City of Trail
- Village of Warfield
- Regional District Kootenay Boundary
- Teck Metals
- Trimac Transportation
- Kalesnikoff Lumber
- Various First Nation bands
- Numerous private sector small businesses

5.3 PROFESSIONAL LIABILITY ASSURANCE

Focus maintains the levels of professional liability insurance required by the Regional District of Kootenay Boundary for this project.

5.4 COMPANY SAFETY

Safety in all aspects of our lives is now a major commitment by everyone who is employed by Focus. This includes, but is not limited to, the home, office, travel and the field worksite. A comprehensive safety program and reference manual has been developed and is in full practice. A copy of our Worksafe BC registration number and letter of clearance will be provided at project start up.

5.5 QUALITY CONTROL PLAN

WSP|Focus has developed a Quality Control Plan that we follow on our projects. Management and control of our projects starts prior to the proposal preparation. We identify the project opportunity and complete an evaluation of the ability to successfully undertake the project. Once this is complete, a proposal is prepared that becomes the basis for the Project Plan. Upon award of the assignment we finalize the Project Plan and initiate various systems to manage and monitor the completion of the design, schedule, budget, and quality control. These systems include:

Schedule: Progress meetings are held weekly with key project team members. The status of the drawings is reviewed together with work required to meet milestone dates established in the Project Plan. Manpower allocations are reviewed and additional personnel committed to the project if the schedule is slipping.

Regular informal meetings are held with the client to review progress. These meetings are in addition to formal meetings designated in the proposal and assist the client and ourselves to further track the schedule and make corrections if necessary. If required, status reports will be prepared and forwarded to the City.

Budget: We appreciate that the level of fee proposed for the overall work indicated in the RFP requires aggressive scheduling and dedication to staying within a tight budget.

Our accounting system produces weekly reports detailing the number of hours worked by each project team member. The hours worked are compared to the progress/schedule outlined in the Project Plan. Any corrective measures are implemented at an early stage to ensure the project is completed within the allotted budget. We ensure that the overall quality of the project or of the identified deliverables is not impacted.

Design Management: In addition to the management of our schedule and budget, we also manage our design process. Technical issues that arise are discussed at our weekly project meetings. A quality control program is established at the project outset. In most cases, the quality control consists of review of drawings and specifications by senior personnel not directly involved in the project. This allows for not only an overview of the quality of the work but also an opportunity for brainstorming ideas on key technical issues.

In general, the key to success of our projects is management by senior personnel with extensive experience in work being completed. Our team has worked together for many years on projects of this nature. We know how to complete them successfully within the schedule and budget defined.

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Focus is certified by APEGBC for our OQM (Organizational Quality Management) Program.

The OQM Program benefits both Focus and our clients by:

- supporting APEGBC professionals in meeting the quality management requirements of the Engineers Act and Bylaws;
- helping APEGBC professionals fulfill their obligations under the Code of Ethics; and
- fostering high standards of quality assurance in professional practice.



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6 PROJECT TEAM AND EXPERIENCE

6.1 TEAM MEMBER EXPERIENCE

We have assembled a small and effective local team for this project including the following:

- Elise Paré, P.Eng. – Project Lead
- Dave Diplock, P.Eng., Bear Environmental Ltd.– Environmental Engineer
- Michael Paquin, EIT – Junior Engineer
- Tim Albert - GIS Technician

This team will be supported by:

- Cole Bertsch, Geo.L. – Senior Hydrogeologist
- Ivan Drako, P.Eng. – Senior Water Treatment Process Engineer

Elise Paré, P.Eng. – Project Lead, WSP|Focus

Elise Paré, is an engineer with over 15 years of experience in project management, design and construction of municipal and land development infrastructure projects. Elise has worked with the Village of Fruitvale and BVWS as part of CBT's Water Smart Initiative since January 2011 providing the team and participating communities with engineering and water use efficiency expertise. She has experience with potable water source development projects, water treatment and distribution projects. Elise has worked on climate change resiliency projects with CBT's Communities Adapting to Climate Change Initiative (CACCI) and is very familiar with climate change projections for the region and their potential impact. She is currently working with the proposed team to complete a similar Source to Tap assessment for the City of Trail, Village of Warfield and Teck Metals Ltd for the Columbia River surface source.

Elise will be the local liaison and facilitator with the RDKB and stakeholders. It will be her responsibility to ensure that the resources necessary to ensure the needs of the project are realized. WSP|Focus will take responsibility for the project as a whole.

Dave Diplock, P.Eng. - Environmental Engineer, Bear Environmental Ltd

Dave Diplock is a Professional Environmental Engineer with 17 years of experience, currently practicing in the Lower Columbia River area. Dave has a degree in Environmental Engineering from Queen's University combined with a Master's Certificate in Integrated Watershed Management from UBC. His area of expertise includes the evaluation, risk assessment, and management of drinking water resources. Relevant projects completed include source to tap drinking water risk management plans for three regional airports in BC operated by Transport Canada, and drinking water and storm water risk assessment for all of Mainland BC Department of National Defense's facilities. He is currently involved in the assessment and evaluation of multiple sites located within the Lower Columbia River watershed with consideration for the protection of current and future drinking water resources.

Dave will lead the watershed assessment, contaminant source inventory and risk assessments.

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Michael Paquin, EIT – Junior Engineer, WSP|Focus

Michael is a junior engineer in training in the Rossland branch office. Through his work experience, Michael has effectively worked under the direction of engineers as well as taking responsibility for field review planning and reporting. He has experience working in diverse field settings which enables him to gather data effectively and efficiently. Michael completed much of the data collection and compiled the draft report for the City of Trail Source to Tap assessment.

Michael will assist Dave in compiling the existing documentation and preparing the report.

Tim Albert – GIS Technician, WSP|Focus

Tim is a skilled Geographic Information Systems (GIS) analyst with over 20 years of progressive technical experience. He has gained his GIS and CAD experience through managing and participating in a wide range of projects. His areas of expertise include: 3D visualization and analysis, data conversion, cartographic design, spatial modeling, training and project management. With his extensive knowledge of GIS and CAD software systems Tim has applied his analysis and presentation expertise on varied GIS projects. His background includes experience in managing and participating in federal, provincial, municipal, natural resources and private sector projects.

Tim will create the mapping for this assessment complete with a GIS database in a format compatible with the RDKB systems.

Cole Bertsch, Geo.L. – Hydrogeologist, Bear Environmental Ltd

Cole Bertsch is a hydrogeologist with over eight years of experience in contaminated site investigations and remediation. He has field experience in remediation technology oversight, environmental and hydrogeological drilling utilizing a variety of drilling technologies, groundwater and surface water monitoring, well response slug tests and pump tests and site surveying. He has experience in completing the interpretation and mapping of geologic strata, hydrogeologic conceptual site model development, the design and analysis of slug test and pump test data.

Cole will complete the qualitative aquifer vulnerability assessment for the two groundwater wells and the associated aquifers. Cole will also be available to complete additional groundwater modelling and quantitative risk assessment should high risk contaminant sources/hazards be identified during the project.

Ivan Drako, P.Eng. – Senior Water Treatment Process Engineer, WSP Canada

Ivan Drako is a Process and Mechanical Engineer with over 25 years of diversified experience in production, treatment, storage and distribution of water and collection, treatment and disposal of wastewater; experienced in conducting hydraulic analysis and HVAC mechanical design.

Ivan will provide water treatment process expertise, as required, for the drinking water protection improvement recommendations developed in Module 8.

Resumes for all project members are located in Appendix C.

7 RELATED PROJECT EXPERIENCE

DRINKING WATER SOURCE TO TAP ASSESSMENT MODULES 1 AND 2



LOCATION

Trail, BC, Canada

CLIENT

City of Trail, Teck Metals, Village of Warfield

PROJECT VALUE

\$28,000

PERIOD

From November 2013 to present

REFERENCE

Chris McIsaac, Utilities Superintendent

cmcisaac@trail.ca

Phone: (250)364-0842

Focus and Bear Environmental prepared a risk assessment for the City of Trail, Teck Metals Ltd and the Village of Warfield's potable surface water source, the Columbia River, as a requirement of the BCIHA operating permit. The Comprehensive Source to Tap Water Assessment includes characterization of source water source, a contaminant source inventory, characterization of risks from source to tap and recommended actions to improve drinking water protection.

SERVICES AND FEATURES

- Water Resources Engineering Services
- GIS Mapping and Database Services
- Stakeholder Consultation
- Preparation of a Comprehensive Source to Tap watershed assessment for the Columbia River surface source;
- Large (>500sq km) watershed area with several large industrial, commercial and municipal land uses;
- Deliverables include concise report with GIS metadata to facilitate future watershed planning;
- Cost efficiencies gained by three water utilities partnering on water shed assessment;
- Modules 1 and 2 have been completed with Module 7 and 8 to be completed in Q1 of 2015.

KEY INDIVIDUALS INVOLVED

- Elise Paré, Project Lead
- Dave Diplock, Environmental Engineer
- Tim Albert, GIS Specialist
- Michael Paquin, Project Technician

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WATER SMART INITIATIVE**LOCATION**

COLUMBIA BASIN, 25
PARTICIPATING COMMUNITIES

CLIENT

COLUMBIA BASIN TRUST

PROJECT VALUE

\$280,000

PERIOD

From January 2011 to present

REFERENCE

Tim Hicks
Manager, Water and Environment
thicks@cdt.org
(250) 304-1666

The Columbia Basin Trust (CBT) Water Smart Initiative currently brings 25 communities within the Basin together, working locally to collectively reach regional goals of a 20 per cent reduction in gross community water consumption by 2015.

Since 2011, Focus has supported Basin communities in achieving their water conservation goals by developing customized Water Smart Action Plans, annual monitoring and reporting tools, and providing ongoing technical support and engineering expertise. The Water Smart Team meets with local government representatives each spring to review their progress to date, challenges and successes and then customize CBT's support for the future to ensure communities have the information training and tools they need to achieve their objectives. Through the process of developing and delivering a five-part, two-year Water Loss Management Training Course, the Water Smart team and Basin communities have gained tangible expertise in the field and Water Loss Management is becoming a best practice in water systems operations throughout the Basin.

Focus also works with Columbia Basin Trust to develop the Water Smart Local Government Toolkit (<http://www.cbt.org/watersmart/pg-waterworx.asp>) which provides an online technical resource for a variety of water conservation topics, including water loss management practices.

SERVICES AND FEATURES

- Water Engineering and Water Use Efficiency Planning Services
- Community Consultation
- Training Course Development

KEY INDIVIDUALS INVOLVED

- Elise Paré, Engineering and Technical Advisor

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AIRPORT DRINKING WATER MANAGEMENT PLANS



LOCATION

Sandspit Airport, Sandspit, BC
 Port Hardy Airport, Port Hardy, BC
 Penticton Airport, Penticton, BC

CLIENT

TRANSPORT CANADA

PROJECT VALUE

\$165,000

PERIOD

FISCAL 2005-2006

REFERENCE

Ian Chatwell,
 Regional Manager, Environmental
 Services, Transport Canada

ian.chatwell@tc.gc.ca
 604-666-8025

Drinking Water Management plans were developed for the three airports owned and operated by Transport Canada in British Columbia. The projects applied the federal multi-barrier approach and included source water risk assessments, community consultation, and an assessment of the treatment and distribution system including a cross connection control program. Results of the assessments were used to complete comprehensive Management Plans were developed for each facility. Mr. Diplock provided overall project management, responsible for all aspects from developing the scope to senior review while seconded to Transport Canada.

SERVICES AND FEATURES

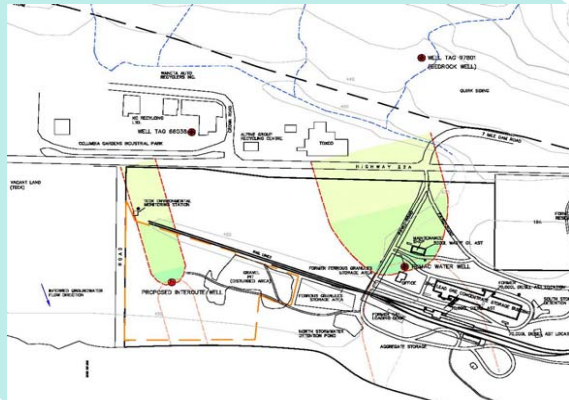
- Groundwater source protection risk assessment
- Drinking water distribution and treatment system risk assessment
- Community consultation
- Management Plan development
- Personnel Training

KEY INDIVIDUALS INVOLVED

- Dave Diplock, PEng, Environmental Engineer

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WANETA RELOAD CENTRE GROUNDWATER SOURCE MODELLING



LOCATION

TRAIL, BC

CLIENT

INTERROUTE CONSTRUCTION INC

PROJECT VALUE

\$5,500

PERIOD

May and June 2011

REFERENCE

Shawn Rokosh, General Manager

srokosh@selkirkpaving.com

(250) 359-8350

Prior to installation of a new water production well for Interoute's proposed cement plant, a hydrogeological assessment was conducted to confirm the proposed well would not adversely impact the aquifer supplying existing groundwater supply wells, including the Trimac Drinking Water well.

SERVICES AND FEATURES

- Groundwater source protection risk assessment
- Groundwater modelling

KEY INDIVIDUALS INVOLVED

- Dave Diplock, PEng, Environmental Engineer
- Cole Bertsch, GeoL, Senior Hydrogeologist

8 CORPORATE COMMITMENT TO SUSTAINABILITY

At WSP|Focus, we see a future of continuous growth and change, with our clients expanding their operations and companies such as ours consolidating to compete on a global scale. Environmental and social considerations being key components of this future, WSP|Focus is positioned to both respond to these issues and support our clients in doing the same. In a world facing new and different challenges – climate change, social and political instability, natural resource constraints – we are able to create lasting value for our clients.

8.1 OUR APPROACH

We will be the leading and outstanding local and global professional services consultancy to the built and natural environment.

We will do this by retaining and reinforcing our strong commitment to sustainability and striving to integrate sustainability into every part of our operations.

This will be achieved through designing and advising on solutions that are future ready, less wasteful of resources and less harmful to the environment; taking measures to reduce our own carbon, water and waste footprints; continuously developing our staff; and engaging in activities that support local communities and charitable organizations.

8.2 OUR KEY OBJECTIVES

In particular we have four key objectives to bring this approach to life:

1. We will use the growth of the sustainable economy as an opportunity to grow new markets and commercial opportunities.
2. All of our advice and designs will be ready for the future and help our clients reduce environmental impacts over the life cycle of their assets.
3. We will actively manage our own environmental and social impacts, improving the positive, reducing the negative.
4. We will be an active participant in the communities in which we operate.

8.3 OUR KEY SUPPORTING ACTIONS

We will have a strong framework to deliver these objectives, including three key supporting actions:

1. We will measure and publicize the benefits from the sustainability expertise we provide on projects.
2. We will continually develop our staff in sustainability matters, encouraging a learning culture and using our Sustainability Matters intranet as the platform for global knowledge sharing.
3. We will drive continual improvement through the use of the WSP Sustainability Standards, annually reviewing the performance of all parts of our business against a range of sustainability best practice metrics.

WSP Focus
No 061500246P

APPENDIX A

DECLARATION OF MINIMUM STUDY REQUIREMENTS

WSP Focus
No 061500246P

DECLARATION OF MINIMUM STUDY REQUIREMENTS

A minimum of one of the following declarations must be submitted with each Proposal.

ENGINEERING LEAD CONSULTANT'S DECLARATION

I, the undersigned, declare:

- that the company I represent below is a registered engineering consulting firm qualified to do a Source Water Protection Plan (*If more than one consultant is used, the consultant named below will assume the lead role for the Source Water Protection Plan and incorporate all information into one report.*).
- that by assuming the lead consultants role, I will apply my professional seal to the final Source Water Protection Plan and assume professional responsibility for the entire contents of the Source Water Protection Plan.
- that I have read and will comply with the Minimum Study Requirements, and the Terms and Conditions that are contained in this Request for Proposal (RFP).
- I also understand that the Study and accompanying documents will be reviewed by RDKB staff.

Company Name:

FOCUS CORPORATION (WSP CANADA AS OF JAN 1, 2015)

Lead Consultant's Name and Professional Designation:

ELISE PARÉ, P. ENG.

Authorized signature:

Elise Paré

Date:

Dec 22, 2014

Print Name:

ELISE PARÉ

Mailing Address (Street):

PO Box 801 / 5-2114 COLUMBIA AVE

Phone:

250-362-5137

City:

ROSSLAND

Fax:

250-362-5284

Postal Code:

V0G 1Y0

Email:

elise.pare@wspgroup.com

PROJECT LEAD'S DECLARATION**(not applicable if the Lead Consultant is the sole consultant)**

I, the undersigned, declare:

- that I have read and will comply with the Minimum Study Requirements, and the Terms and Conditions that are contained in this Request for Proposal (RFP).
- I also understand that the Study and accompanying documents will be reviewed by RDKB staff.

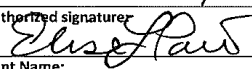
Company Name:

FOCUS CORPORATION (WSP CANADA AS OF JAN 1, 2015)

Name and Title:

ELISE PARÉ, ROSSLAND BRANCH MANAGER

Authorized signature:



Date:

Dec 22, 2014

Print Name:

ELISE PARÉ

Mailing Address (Street):

PO BOX 89/5-2114
COLUMBIA AVE

Phone:

250-362-5137

City:

ROSSLAND, BC

Fax:

250-362-5284

Postal Code:

V0G 1Y0

Email:

elise.pare@wspgroup.com

APPENDIX B
PROJECT SCHEDULE AND FEE MATRIX

WSP Focus
No 061500246P

ITEM ATTACHMENT # c)

APPENDIX C
RESUMES

WSP Focus
No 061500246P

ELISE PARÉ, P.Eng.**PROJECT MANAGER****AREAS OF PRACTICE**

Water Treatment and
Infrastructure Planning &
Design

Water Loss Management

Wastewater Treatment
and Infrastructure
Planning & Design

Stormwater
Management

Climate Change
Adaptation

Site Servicing and
Development

Policy and Bylaw
Development

Contract Management

Project Management

LANGUAGES

English

French

PROFILE

Elise is an engineer with more than 15 years of experience working in water and wastewater design and project management. She has strong interpersonal skills and has gained valuable knowledge working with the public, clients and contractors involved in highway improvement, land development and community infrastructure projects.

Elise has participated in all phases of project development including initial planning studies, community engagement, strategic planning, detail design, estimating project costs, contract administration, construction field reviews and project management.

Her experience includes water systems modeling and analysis, road, water, sanitary sewer and storm systems design.

Elise has been fortunate to work internationally in a variety of capacities, from equipment supply, to contracting, and currently in the consulting business specializing in municipal infrastructure.

EDUCATION

BESc, Biochemical and Environmental Engineering, University of Western Ontario, London, Ontario	1998
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Additional Courses: Industrial and Organizational Psychology, Company Operations and Management, Food Processing Engineering and Chemical Plant Design, DalTech - Dalhousie University, Halifax, Nova Scotia	1999
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PROFESSIONAL ASSOCIATIONS

Association of Professional Engineers and Geoscientists of BC	APEGBC
American Water Works Association	AWWA
British Columbia Water & Waste Association	BCWWA

CAREER

Project Engineer/Manager, Land and Municipal, WSP, Rossland, BC, Canada	2014 – Present
Project Engineer/Manager, Land and Municipal, Focus (now named WSP), Rossland, BC, Canada	2010 – 2014
Project Engineer/Manager, Land and Municipal, Focus (now named WSP), Golden, BC, Canada	2004 – 2010
Engineer in Training / Office Manager, Kucera Engineers Inc., Golden, BC, Canada	2002 - 2003



ELISE PARÉ, P.Eng.

Project Engineer, Trojan Technologies Europe, The Hague, South Holland, Netherlands	2000 - 2001
R&D Technician, Trojan Technologies Inc., London, Ontario, Canada	1997 - 1999
Laboratory Technician, Analytical Lab Services, Ault Foods Ltd., London, Ontario, Canada	1996
Engineering Assistant, Packaging Engineering, Labatt Breweries of Canada, London, Ontario, Canada	1995

PROFESSIONAL EXPERIENCE

Highway, Roads and Drainage

- Ministry of Transportation, Kicking Horse Canyon Project, Golden, BC (2004-2010): Provided technical and project management support to lead engineer in managing a geographically diverse, multi-disciplinary team of engineers working on a \$972M highway upgrade project. This multi-phase project has included coordination of resources and project administration for over 6 years. Elise has played a fundamental role in facilitating the Town of Golden's interests and working with them through the utility design review process. She has participated in regular project meetings, assisted in facilitating the value engineering process, facilitated public consultation events including community open houses and stakeholder relations meetings involving consultation with local environmental and recreational groups, First Nations, local government and economic development representatives. As part of the planning process, Elise has performed environmental field studies, water source surveys, and water quality testing. Other duties include reviewing planning studies, procurement documents for Design-Build-Finance-Operate and Design-Build contracts, preparation of document management plan, and development of a project data room to share documents through a secure project website.
- City of Nelson, Stormwater Vulnerability Assessment, Nelson, BC (2014): To increase the understanding of stormwater-related risks due to climate change, Focus conducted a vulnerability assessment of Nelson's public stormwater system using Engineers Canada's PIEVC Protocol. This project was completed in partnership with the Columbia Basin Trust Communities Adapting to Climate Change Initiative, Engineers Canada and the Pacific Climate Impact Consortium.
- Columbia Brewery, Storm Water System, Creston, BC (2014): Preparation of onsite drainage design and connection to municipal system for 3.8 acre industrial development.
- Pacesetter Developments, Industrial Road G, Cranbrook, BC (2012): Preparation of onsite drainage and erosion control plans for 2.5 acre industrial development.
- Town of Golden, Visitor Sign Program Implementation, Golden, BC (2010): Project management and permit applications for site specific detailed design of visitor information sign program within the Town of Golden. Working collaboratively with the Town and Ministry of Transportation, Focus determined locations and revised signs details for approval by MoT.

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- 11th Avenue North Roadway Improvements, Golden, BC (2006): The project consisted of the placement of 1300 lineal metres of concrete curb and 7000 sq. metres of asphalt, designed by the Town of Golden. Elise was responsible for contract administration, coordinating materials testing and field reviews of the construction works.
- Gareb Road Drainage, Golden, BC (2006): Design drainage system improvements for existing 22 lot subdivision including large ditches and identifying new culverts locations and replacement of old culverts.

Water and Wastewater Systems

- Columbia Basin Trust, Water Smart Initiative, Various Locations in BC (2011-present): Provides engineering and technical expertise to the CBT Water Smart Team and 23 communities within the Columbia Basin. Preparation of individual water use efficiency action plans for communities to implement as part of a Basin wide initiative to reduce overall water consumption by 20 per cent by 2015. Works with local governments and Water Smart Team to analyze water data, assist with implementation of conservation actions, develop technical resources, and produce monitoring and reporting tools to measure Water Smart targets. Specializes in Water Loss Management planning. Participates in strategic planning for the five year Water Smart initiative and provides technical expertise in water systems to other CBT initiatives.
- Ministry of Environment, BC Parks, Kokanee Creek, Whiteswan, Moyie, Syringa, Mt Fernie, Blanket Creek, Wasa and Bowron Lakes Provincial Parks (2011-present): Detailed design and engineer of record for various water system improvements including creek intakes for potable water supply, watermain extensions, leak detection, and water servicing to campgrounds.
- City of Trail, Comprehensive Drinking Water Source to Tap Assessment, Trail, BC (2014): Risk assessment for the City's potable surface water source, the Columbia River, as a requirement of the BCIHA operating permit. Includes characterization of source water source, a contaminant source inventory, characterization of risks from source to tap and recommended actions to improve drinking water protection.
- City of Trail, Ultraviolet (UV) Disinfection Upgrade, Trail, BC (2014): Preparation of a pre-design report of UV disinfection to upgrade the Sunningdale drinking water treatment plant. Detailed design, approvals and tendering to proceed in 2015.
- Regional District of Central Kootenay, Upper Zone Servicing, South Slocan, BC (2014): Project management, detailed design, permit applications, and engineer of record for pump station and distribution system for upper zone of existing water system.
- Statesman, Pine Ridge Mountain Resort, Invermere, BC (2008-09): Detailed design and water modeling analysis of a booster station, and pressure reducing stations for Stage 1 of a 700 unit bareland strata development. Fire flow requirement calculations for several multi-family lot site configurations. Design review of sanitary sewer system, roads and storm water system. Permit to construct applications and liaison with Interior Health Authority and engineer of record for site servicing.

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- Regional District of East Kootenay, Edgewater UV Disinfection Treatment, Edgewater, BC (2014): Design engineer for low pressure UV treatment system (420 USGPM) for potable water. Elise developed the design criteria and evaluated multiple supplier submissions.
- Village of Montrose, Oxidation Ditch Inspection, Montrose, BC (2013): Develop plan for bypass of biological process at 350 m³/day wastewater treatment plant including alternative temporary chemical/physical process. Coordinate cleaning of oxidation ditch and inspect condition of concrete complete with reporting to Ministry of Environment.
- Village of Montrose, Sanitary Sewer Inflow and Infiltration Assessment, Montrose, BC (2014): Develop monitoring program for I&I source detection, assess the extent of extraneous flows in the sanitary sewer system and provide recommendations to correct priority areas.
- Akiskinook Resort, Pump Station Upgrades, Windermere, BC (2012): Assessed options for above ground pump station for upgrading antiquated underground pump station with confined space issues.
- Kicking Horse Mountain Resort, Water Well MW7, Golden, BC (2008): Project management, detailed design and field reviews for development of potable groundwater source including associated watermain and pump house.
- Canadian Pacific Railways Watermain Servicing, Golden, BC (2011): Project management and detailed design of 250mm potable water service to railway yard, including meter and cross connection control building. Construction permit applications, facilitating negotiations with local government, preparation of contract documents, and engineer of record services.
- Regional District of East Kootenay, Rushmere Water Treatment and Distribution System, Rushmere, BC (2009): Engineer of record for a lake intake, connection to a packaged treatment system, 1.2km water distribution system for an existing 48 lot rural subdivision.
- Akiskinook Resort, Water Treatment System, Windermere, BC (2009): Evaluation of a new water treatment system to meet BCIHA's 4-3-2-1-0 treatment guidelines. Preparation of conceptual design, construction and engineering cost estimates, and cost comparison of joining a local private water utility. Presentation of the report to the resort council members and assist in the review process, providing options to reduce water consumption and treatment costs.
- Terravista Resort, Water Treatment System, Windermere, BC (2011): Evaluation of a new water treatment system to meet BCIHA's 4-3-2-1-0 treatment guidelines. Preparation of conceptual design, construction and engineering cost estimates, and cost comparison of joining a local private water utility.
- Town of Golden, Golden Community Spray Park, Golden, BC (2010): Project management, community liaison, detailed design, topographic survey, permit applications, field reviews and engineer of record for a 210 sq. metre spray park. Elise coordinates the technical aspects of the project working closely with the Town of Golden staff and the volunteer organizing committee. She assists with grant applications and determining project delivery methods.

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- District of Sparwood, Sparwood Community Spray Park, Sparwood, BC (2012): Project management, detailed design, topographic survey, permit applications, contract preparation and administration and engineer of record for a 250 sq. metre spray park, 60m water main upgrade and washroom/gazebo facilities building. Elise coordinates the technical aspects of the project working closely with the District of Sparwood staff.
- Kicking Horse Mountain Resort, Reservoir Water Metering, Golden, BC (2009): Technology review, detailed design and permit applications for magnetic water meter installation including field reviews during construction. This project was part of the water utility's plan to monitor water use and collect data to create a more realistic baseline.
- Electricité de France, CNPE de Civaux, France (2001): Project management of large ultraviolet water treatment installation for cooling tower water at nuclear power plant. Elise managed the general contracting and equipment supply for the construction of a \$10M Cdn water treatment facility, meeting regularly with the government authorities at Electricité de France and their consulting team and preparing site specific technical documentation in French.

Site Servicing and Land Development

- Kicking Horse Mountain Resort, Master Development Plan, Golden, BC (2008): Master Development Plan update for 20,000 bed unit ski resort development. Project management of groundwater, water distribution system, sanitary sewer collection and treatment systems, storm water system and road networks. Reviewed water requirements for all season recreational development and prepared report.
- Kicking Horse Mountain Resort, The Cedars, Golden, BC (2014): Project management, design and approvals for water and sanitary sewer servicing, roads and drainage for a 26 strata lot development. Detailed design work included CPCN amendment application, road design and preparation of a Storm Water Management Plan.
- Genesis Land Development, Spur Valley, BC (2009): Project management for 300 lot residential subdivision and golf course. Development includes groundwater well, water treatment facility, sewage treatment plant using effluent as golf course irrigation water, internal road design, storm water management, highway intersection redesign, permit applications. Researched, prepared and presented a report providing source and treatment options to the neighbouring Improvement District and facilitated negotiations between the developer, local residents and the regional government. Facilitated regular communications and negotiations with Ministry of Transportation for the highway intersection redesign.
- District of Invermere, 11th Avenue Underground Utility Rehabilitation, Invermere, BC (2010): Design review, approvals and engineer of record for replacement of 125m of 150mm diameter galvanized iron water distribution pipe and 200mm diameter sanitary sewer pipe complete with new services to property line, landscaping and road rehabilitation.
- Antler Ridge Developments, Windermere, BC (2008): Design review and engineer of record for water, sanitary sewer and storm water systems and roads; permit applications, tender package preparation, field reviews, quality management and

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contract administration for 18 lot fee simple subdivision. Regular communication with client, contractor and regulatory agents throughout the project.

- Parastone Developments, Veneto Place Attainable Housing Project, Fernie, BC (2009): Design review and engineer of record for water, sanitary sewer and storm water servicing, public road improvements and parking lot grading. Liaison with City of Fernie for Subdivision Servicing Agreement, securities cost estimates, and field reviews.
- Pacesetter Developments, Silver Kettle Village, Grand Forks, BC (2012): Design, approvals, field reviews and engineer of record for water and sanitary sewer servicing including approximately 400m of public watermain extension for an assisted living facility.
- Morris Subdivision, Edgewater, BC (2009): Design review, permit applications and engineer of record for sanitary sewer and water servicing for a 9 lot subdivision.
- Pedley Heights, Windermere, BC (2010): Design review, permit applications and engineer of record for roads, sanitary sewer and water servicing for a 15 lot subdivision.
- Tamarack View, Fernie, BC (2007): Snow storage calculations and fire flow requirement assessment for a 374 unit multi-family development.
- Tataryn Subdivision, Golden, BC (2008): Advice and technical support for 3 lot rural subdivision. Involved calculating required area for new septic fields and drafting plan for Preliminary Layout Approval (PLA) subdivision application. Liaison with approving authorities including MoT, BCIHA, and local government.
- Cedar Creek Estates, Kicking Horse Mountain Resort, Golden, BC (2007): Responsible for construction field reviews for the installation of sanitary sewer, water and storm mains and services. Coordinated with geotechnical engineer for materials testing. Updated water model for resort development.
- BC IHA, Assisted Living Housing Development, Golden, BC (2005): Assisted with the design of site servicing and watermain extension. Drafted site servicing plan. Field reviews of the water and sanitary sewer services.
- Chatter Creek Mountain Lodges, Golden BC (2003): Work included permit applications, cost estimates, ordering materials, support for construction crew, invoicing, and reporting to client for remote backcountry lodge potable water and wastewater treatment design and installation.
- Canadian Mountain Holidays, Monashees Lodge, Golden BC (2002): Work included cost estimates, ordering materials, support for construction crew, invoicing and reporting to client for backcountry sewage treatment system and disposal.

Policy Development

- Town of Creston, Development Cost Charges Bylaw Review and Rewrite, Creston, BC (2013): Technical review of the Town's capital program, project cost estimates, recommended cost recovery strategy, reductions or exemptions (not-for-profit affordable rental housing, for-profit affordable rental housing, etc.), assessing residential DCC's by alternative means to promote smart growth and community sustainability, and provide feedback on Municipal Assist Factors of

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residential and non-residential growth related to long term financial impacts. Facilitated two public open houses, prepared the DCC Background Report and drafted the bylaw.

- Village of Montrose, ICI Water Metering Bylaw, Montrose, BC (2014): Completion of Industrial, Commercial and Institutional (ICI) water metering implementation. Preparation of water metering bylaw requiring all new ICI connections to be metered.
- District of Hudson's Hope, Subdivision Servicing Bylaw, Hudson's Hope, BC (2014): Development of subdivision and servicing standards that reflects the values of the District of Hudson's Hope and adheres to the growth principles recently developed in the OCP and ICSP documents. Includes administrative requirements, required level of service, design criteria, specifications and drawings, and typical forms and agreements.

PUBLICATIONS AND PRESENTATIONS

Presentations

- Paré, Elise and Hamstead, Meredith. "Leaks, Peaks and Data Geeks – *We have a lot of water. We use a lot of water. Here's why you should care.*" AKBLG AGM, Creston, BC, April 9, 2014
- Paré, Elise and Hamstead, Meredith. "Leaks and Data Geeks - *How and Why Water Loss Management is Becoming an Everyday Best Practice in the Columbia Basin*", BCWWA AGM, Whistler, BC. May 5, 2014

TIM ALBERT

Manager, GIS Services

SUMMARY OF EXPERIENCE

Tim is a skilled Geographic Information Systems (GIS) analyst with 20 years of progressive technical experience. He currently manages the GIS team located in Focus' Victoria office where his responsibilities include project management, quality control and promoting GIS services.

Tim has gained his GIS and CAD experience through managing and participating in a wide range of projects. His areas of expertise include: 3D visualization and analysis, data conversion, cartographic design, spatial modeling, training and project management.

With his extensive knowledge of GIS and CAD software systems Tim has applied his analysis and presentation expertise on varied GIS projects. His background includes experience in managing and participating in federal, provincial, municipal, natural resources and private sector projects.

PROJECT EXPERIENCE

GIS CONSULTING

GIS can be used in a wide variety of project applications, from infrastructure management to marketing material to social issues.

- **Spanish Mountain Gold Mine, Likely, BC:** Spanish Mountain Gold Ltd. required the creation of a 3D model and video of the gold mine pit, tailings facility and rock dumps. During the preproduction phase of this gold mine Tim created several rendered videos and still images to be used on the company's website and during corporate presentations.
- **Northern Gateways, Lac La Biche, Alberta:** Sandpiper 1 Investments Ltd. needed a website and visualizations to both advertise and explain its proposed 1,000 acre mixed use development near the town of Lac La Biche, Alberta. Tim developed a 3D model based on the conceptual land use plan and rendered fly through videos and still images. He also oversaw the creation of the website and worked with the developer as part of the land development planning team.

HIGHLIGHTS

EMPLOYMENT HISTORY

- 2004 – Present
Focus Corporation
- 1996 – 2004
GeoSolutions
- 1992 – 1996
Robinson Consultants

EDUCATION

- Safe Software's Feature Manipulation Engine (FME), 2003
- AutoCAD Instructor (Level 2 Certification), EKHO Institute, 1996
- Diploma, Geographic Information Systems (GIS) Technician "Honours", Algonquin College, 1995

AFFILIATIONS

- Canadian Institute of Geomatics

Tim Albert

- **First Nations Statistical Institute (FNSI) Website Development and Mapping Applications, Ottawa:** This First Nations-led Crown Corporation has as its mandate to increase the quality and accessibility of First Nations statistics. Tim led the development of web based mapping applications, charting tools and interactive lists for the FNSI website. He is continuing to provide them with support and services in developing web based mapping application tools
- **National Association of Friendship Centres (NAFC) Catchment Area Modelling and Presentation, Ottawa:** To further understand the Aboriginal population being serviced by their network of 117 Friendship Centres the NAFC required a comprehensive method for identifying service areas. Tim developed a semi-automated GIS modelling process to generate service areas and potential new Friendship Centre locations, based on various levels of census geography. The results were formatted for custom census data retrievals by Statistics Canada. The resulting data is presented using a series of interactive maps and dynamically generated reports and charts on the NAFC website.
- **Community Well Being Index Website Design, Ottawa:** Indian and Northern Affairs Canada (INAC) have undertaken the development of a public website and interactive map to facilitate the exploration of the Community Well-Being (CWB) Index. As project lead Tim managed the development of the site design, the web mapping application, dynamic charting tools, web movie and interactive data lists. The development of these website components involved processing and formatting of 6 years of Census tables and GIS data.
- **Columbia Shuswap Regional District (CSRD) GIS Review, Salmon Arm:** The expanding need for GIS within the CSRD prompted a review of the current GIS implementation and its ability to support the CSRD in the future. Tim took the lead in the process which involved a detailed on-site investigation of the CSRD's GIS, interviews with GIS staff members and key staff members from each department. The resulting GIS review document provides the CSRD with details of this review and provides recommendations for setting future priorities.
- **Mapping Canada's Aboriginal Languages, Heritage Canada, Ottawa:** To assist Heritage Canada's Aboriginal Affairs Branch in their continuing study of Aboriginal Languages in Canada, Tim is currently providing graphic design, database design, analysis, cartography and mapping support. He developed the widely distributed maps (over 10,000 copies) "Aboriginal Languages in Canada, 1996" and "Aboriginal Languages in Canada, 2001".
- **Métis Community Mapping, Indian and Northern Affairs Canada, Ottawa:** -Provided assistance to the Office of the Métis Federal Interlocutor, a department of Indian and Northern Affairs, in meeting its mandate to identify Métis communities in Canada. He created a series of large format maps that will be used to assist in identifying Métis communities. To model community locations, GIS analysis was performed using various levels of Census information from both current and historical censuses.
- **Property Parcel Mapping, Teranet, Ottawa:** Provided technical support and project supervision for the digital conversion of property parcel mapping of Northern and North-Western Ontario as part of a multi-participant team.
- **3D Soil Contaminate Modeling of Lebreton Flats, National Capital Commission, Ottawa:** Provided 3D modeling database construction and GIS services. The project included building a GIS enabled Access database application to hold Borehole and soil chemistry data, cross-section profiles, 3D soil contaminate models and various maps and graphics.
- **Research Material Presentation, Indian and Northern Affairs Canada (INAC), Ottawa:** Provided graphic design and mapping consulting services to INAC research staff. Products he produced included thematic maps, statistical analysis, poster design, large format printing, PowerPoint presentations and maps.

Tim Albert

- **3D Visualization of Landslide Events, Geological Survey of Canada (GSC), Ottawa:** Assisted the GSC in studying the causes and effects of massive landslide events at numerous locations in British Columbia and El Salvador. Data from both paper and digital sources was used to interpolate Digital Elevation Models (DEM) both before and after the events. These DEMs, along with analysis and calculations, were then combined with Air photos and CAD drawings to create 3D-visualizations, diagrams, posters and press and web ready materials.
- **Frank Slide 3D model, Geological Survey of Canada, Frank, Alberta:** Using highly detailed air-photos and terrain data Tim designed a 3D physical model of the massive landslide near Frank, Alberta. This model was manufactured by Solid Terrain Models Inc. and is on display at the Frank Slide Interpretive centre in Frank, Alberta.
- **GIS Training, Canadian International Development Agency, Dominica:** As part of a CIDA sponsored project, Tim provided 3 weeks of on-site GIS training and support to the government of the Caribbean Island of Dominica. An example of the format that the work experience needs to be typed in - Please erase this comment and the example in the final version of the resume:

PLANNING

- **Mapping Schedules for Planning Reports:** As part of the planning team Tim uses GIS to prepare mapping schedules for planning documents such as Master plans, Land Use documents and Official Community Plans. The final product for the client is also delivered using innovative tools such as Google Earth and GIS enabled PDFs. Clients that have received these documents include Armstrong, Barriere, Clearwater, Cortes, Kaslo, Peace River Regional District, Port Hardy and Telkwa.
- **Building Shadow Analysis and Zoning Diagrams, Town of Golden:** In support of the town of Golden's efforts to develop zoning bylaw addressing building heights for the downtown core, Tim provided 3D modeling and shadow analysis services. These included constructing an accurate 3D model of the downtown core using LiDAR data, performing shadow analysis based on existing and proposed building heights and the surrounding mountain ranges, and providing simple diagrams for the resulting zoning bylaw.

AIRPORTS

The challenge of managing the infrastructure, land use issues and specific restrictions related to airports requires a robust method of recording, maintaining and distributing information to both airport staff and the public.

- **GIS and CAD Technical support, Victoria Airport Authority (VAA):** Tim is currently assisting the VAA in developing CAD and GIS standards, providing onsite training and support and monitoring the progress being made by the Technical Data Centre at the VAA.
- **Web GIS Application Development, Victoria Airport Authority (VAA):** Served as project lead in the development of a web GIS application for internal use. This application gives VAA staff the ability to view, query and print detailed infrastructure and operational maps of both the airport lands and main terminal building.

MICHAEL PAQUIN, EIT

MUNICIPAL / LAND DEVELOPMENT

AREAS OF PRACTICE

Municipal Engineering

EDUCATION

BSc. Mining Engineering
(Cooperative Program),
University of Alberta

2011

PROFESSIONAL ASSOCIATIONS

Association of Professional
Engineers and
Geoscientists of BC,
APEGBC

CAREER

EIT, Land Development,
WSP|Focus Corporation,
2013-Present

Field Engineer, Mine
Services, Procon Mining &
Tunneling Ltd., 2012-2013

Junior Mine Engineer, Mine
Services, Roca Mines
2010-2012

PROFILE

Michael earned his Bachelor's Degree in Mining Engineering from the University of Alberta and has acquired three years of experience working in producing mines and civil contracting.

He has practical experience in construction and excavation quality inspections, designing and drafting plans based on field data collected through surveys and inspections, surveying (both surface and underground), ensuring IFC specifications are followed, communicating effectively with contractors, various rock drilling techniques, rock and slope stabilization, data entry and interpretation, budgeting and scheduling, and report writing on various levels.

Michael continues to take on new projects under the guidance of senior engineers to develop his skills in the areas of municipal engineering including field reviews, drafting, report writing, water, sanitary, and storm design as well as other tasks associated with municipal works.

PROFESSIONAL EXPERIENCE

- Eastgate Development, Bonnyville AB (2014): Resident Engineer. Was responsible for survey layout, as-builts and construction inspections for a mixed commercial/residential development including single and multi-family lot grading, roads and servicing.
- Southfork Development, Leduc AB, (2014): Resident Engineer. Was responsible for survey layout, as-builts and construction inspections for a single family development including roads, grading and servicing.
- Trail Potable Water UV Treatment Upgrade, Trail BC (2014). Design and drafting of a preliminary UV treatment system upgrade for the City of Trail.
- Nelson Stormwater Infrastructure Assessment, Nelson, BC, Canada, (2013): Junior Engineer. PIEVC climate change vulnerability infrastructure assessment of the municipal storm system in key areas of concern. Responsible for assessment report which included data gathering on existing storm system, PIEVC protocol interpretation, weather data processing and working with external consultants. Developed workshop presentation that was used to determine risk values to be used in the PIEVC protocol.
- Kicking Horse Mountain Resort, The Cedars, Golden, BC, Canada, (2014): Drafting and Storm design. Drafting and storm sewer calculations for a 26 lot strata development.
- Village of Canal Flats, Eagles Nest Water System Upgrade, Canal Flats, BC, Canada, (2014): Resident Engineer. Responsible for field reviews during installation of a 3 km watermain project including record drawing mark-ups, contract administration, daily liaison with contractor and project engineer/manager.



MICHAEL PAQUIN, EIT

- Kent-Macpherson Road Access & Site Development, Site Grading, Kelowna, BC, Canada, (2014): Drafting and Grading design. Grading design to balance cut and fill volumes. Drafting for preliminary road alignment and design and preliminary building and parking layout.
- Rocky Point Subdivision, Site Development, Kelowna, BC, Canada, (2014): Drafting and Sanitary layout. Drafting for sanitary connections according to minimum building elevations. Drawing submission set creation working remotely with other Engineering Technologists.
- Regional District of Central Kootenay, Upper Zone Servicing, South Slokan, BC, Canada (2014): Drafting and Preliminary design. Preparation of base plans, drafting of proposed watermain alignment and pump station upgrades. Demand calculations for proposed pump station design.
- Ministry of Environment - BC Parks, Water Distribution System As-Built, Syringa Provincial Park, BC, Canada (2013): Survey and Drafting. GPS survey and drafting of existing water distribution system in the park.
- District of Hudson's Hope, Subdivision and Development Servicing Bylaw, Hudson's Hope, BC, Canada (2013): Drafted new Subdivision and Development Servicing bylaw for the District. Development of new Subdivision Servicing Bylaw for the District of Hudson's Hope.
- Regional District of North Okanagan, Sports Field Detailed Design, Kelowna, BC, Canada (2013): Sanitary design and drafting for offsite servicing. Sports field grading and utility design project.
- City of Enderby, Overall Water System, Enderby, BC Canada, (2013): Drafting. Drafting for proposed water system upgrades. Record drawing maintenance.
- City of Trail, Comprehensive Drinking Water Source to Tap Assessment, Trail, BC, Canada, (2013/2014): Junior Engineer. Information collection and draft report for a drinking water risk assessment.

IVAN DRAKO, Ph.D., P.Eng.

SENIOR PROCESS MECHANICAL ENGINEER, WATER

AREAS OF PRACTICE

Water Treatment
Wastewater Treatment
Pumping Station Design
and Construction
Industrial and
Institutional Mechanical

LANGUAGES

English
Russian

PROFILE

Mr. Ivan Drako is a Process and Mechanical Engineer with over 25 years of diversified experience in production, treatment, storage and distribution of water and collection, treatment and disposal of wastewater; experienced in conducting hydraulic analysis and HVAC mechanical design. Throughout his career Ivan has undertaken conceptual, preliminary and detailed, design, project management, and tender and construction contract administration. He has worked in teams, either as a specialist consultant and QA/QC reviewer, providing guidance and adding value to the work of others, or as a lead engineer providing complete engineering services. Ivan is a member of the Consulting Engineers of Ontario.

Through work on a multitude of various projects and assignments, Ivan has gained substantial engineering experience in design and constructability of water and wastewater treatment plants, pumping stations, standby power facilities (diesel, natural gas, and propane) and building mechanical systems for municipal, industrial, and institutional projects.

EDUCATION

Environmental Engineering Application Program, Conestoga College, Kitchener, ON	2000
Ph.D. (Eng.), Water and Wastewater Engineering, Ukrainian University of Water Management Engineers, Rovno, Ukraine	1994
B.Sc., Civil Engineering – Water and Wastewater Engineering, Civil Engineering University, Brest, Belarus	1981

PROFESSIONAL ASSOCIATIONS

Professional Engineers Ontario	PEO
Consulting Engineers Ontario	CEO
Association of Professional Engineers and Geoscientists of Alberta	APEGA

CAREER

Senior Process Mechanical Engineer - Water, WSP	2014 - Present
Senior Process Mechanical Engineer - Water, GENIVAR (now named WSP)	2013
Senior Engineer, Project Manager, Tetra Tech (former Hydromantis Consulting Engineers), Cambridge, ON	2010 - 2013
Senior Engineer, Hydromantis Consulting Engineers, Cambridge, ON	2000 - 2010



IVAN DRAKO, Ph.D., P.Eng.

Senior Engineer, Project Manager, Institute of Applied Physics,
Government Consulting Co., Chisinau, Moldova 1985 - 1999

Mechanical Process Engineer, Municipal Engineering,
Government Consulting Co., Brest, Belarus 1981 - 1985

PROFESSIONAL EXPERIENCE

Water Treatment and Pumping Station Design

- Kenilworth Access Pumping Station Upgrades—Phase II, City of Hamilton, ON (2013-ongoing): Design new chemical pumps, including controls and electrical work; investigation and modification to 1050 mm watermain (WM), replacement of 750 mm diameter isolating and check valves, 100 mm air/vacuum relief valves, new 300 m long surface drainage channel, WM vault dehumidification system, various electrical and site work. Client: City of Hamilton. Project Value: \$0.25M
- Woodward Avenue Water Treatment Plant Low Lift Pumping Station Screen Replacement, City of Hamilton, ON (2013-ongoing): Design and construction of new through flow traveling water screens. Client: City of Hamilton. Estimated construction cost: \$.25M
- South Tallcree Water Treatment Upgrades, First Nation South Tallcree, AB (2013):* Design of new package WTP, tanks and building. Acted as Lead Engineer responsible for process mechanical design, HVAC design, hydraulic analysis QA/QC and tender. Client: Aboriginal Affairs and Northern Development Canada (AANDC). Construction Value: \$5.8M
- Well K34/K36 Treatment Upgrade, Kitchener, ON (2010):* Well Assessment Study, Class EA, pre-design, detailed design and construction of Treatment Plant expansion. Lead Engineer Alternative Project Manager responsible for process mechanical design, 200 mm diameter WM hydraulic analysis and design, QA/QC, tender, construction and post-construction services. Client: Region of Waterloo. Construction Value: \$1M
- City of Cornwall Water Purification Plant Upgrade, City of Cornwall (2005):* Major plant modification including UV disinfection and taste and odour control, new chemical and standby power facilities, extensive electrical and SCADA modification. Acted as Project Engineer responsible for hydraulic analysis, process mechanical design, specification preparation, and shop drawing review. Client: City of Cornwall. Construction Value: \$10M
- New Waterford Water Treatment Plant, Norfolk County, ON (2005):* Upgrades to well pumps, design and construction of new filtration building with chemical assisted treatment process for removal of giardia, virus, and manganese, treated water reservoir, high lift pumping, standby power. Acted as Project Engineer providing process mechanical and HVAC design, specification preparation, shop drawing review, site inspection, and post-construction services. Client: Norfolk County. Construction Value: \$3.6M
- Delhi Water System Upgrade, Norfolk County, ON (2005):* New well building, UV disinfection, stand-by diesel generator and HVAC system design. Project Engineer providing process mechanical and HVAC design, specification

IVAN DRAKO, Ph.D., P.Eng.

preparation, shop drawing review site inspection, and post-construction services. Client: Norfolk County. Construction Value: \$1.2M

- Northwest Reservoir and WTP, Regional Municipality of Haldimand-Norfolk, ON (2002 and 2005):* New 4,500 m reservoir, pump-house with 3 high lift pumps, chemically assisted high rate pressure filtration treatment system, backwash waste handling, chemical storage and metering facility, stand-by diesel generator, and HVAC system. Acted as Project Engineer responsible for process design, HVAC design, and hydraulic analysis, preparation of drawings and specification, technical support during tender, construction and site inspections. Client: Norfolk County. Construction Value: \$5M
- Well K34 and K36 Upgrade, Regional Municipality of Waterloo, ON (2002-2004):* Class EA, design and construction of the municipal water treatment plant for odour, iron, and manganese removal. Project and Resident Engineer providing process mechanical design, specification preparation, shop drawing review, site inspection, and post-construction services. Client: Region of Waterloo. Construction Value: \$3M
- Simcoe Water System Upgrade, Norfolk County, ON (2004):* Various upgrades to reservoirs and booster pumping stations including design of UV and chemical storage and metering equipment, stand-by diesel generator, and HVAC system design. Acted as Project Engineer responsible for process mechanical and HVAC design, specification preparation, shop drawing review, site inspection, and post-construction services. Client: Norfolk County. Construction Value: \$0.75M

Wastewater Treatment and Pumping Station Design

- Double Ten WW Pumping Station, Region of Halton, ON (2013-ongoing): Design and construction of a new 41 L/s wastewater pumping station with three submerged pumps in the wet well, 2-level valve chamber, electrical and generator room. Client: Halton Hills South Property Corporation. Construction Value: \$3.8M
- Garner Road Biosolids Facility Upgrades, Niagara Region, ON (2013):* Design and construction of new external mixing system for three 8000 m each tanks utilized for storage of digested sludge. Acted as Project Manager/ Process Mechanical Engineer responsible for review of mixing options, process and mechanical design. Client: Region of Niagara. Construction Value: \$1.9M.
- Aeration System Cleaning and Repairs, City of Toronto, ON (2013):* Design and construction of upgrades to the Humber TP aeration system and pumping station equipment, including 340 L/s pumps, 600 mm valves and I&C. Acted as Lead Engineer/Project Manager providing process and mechanical design, hydraulic analysis, preparation of drawings and specifications, tender, and construction inspections. Client: City of Toronto. Construction Value: \$5.8M
- Manitou Drive Biosolids Dewatering Facility, Regional Municipality of Waterloo, ON (2012):* Design of biosolids dewatering equipment, pumping station equipment, chemical storage and feeding and building services. Acted as Project Engineer responsible for hydraulic analysis, effluent water PS design, drawing and specification preparation, shop drawing review, and construction inspection. Client: Region of Waterloo. Construction Value: \$26M

IVAN DRAKO, Ph.D., P.Eng.

- Condition Assessment at North Bay Sewage Treatment Plant, City of North Bay, ON (2011):* Acted as Lead Mechanical and Process Engineer responsible for mechanical and unit processes review, communication to equipment suppliers, cost estimate of options, and report preparation. Client: City of North Bay. Project Value: \$50K
- Liquid Stream Process Assessment at Humber Treatment Plant, City of Toronto, ON (2010):* Review of unit process operation and equipment; recommendation on enhancement of operational control and process performance; cost estimate of the upgrades. Project Engineer responsible for process and equipment assessment, conceptual design and cost estimate of upgrades. Client: City of Toronto. Project Value: \$1M
- Alexandria WWTP Upgrade, Township of North Glengarry, ON (2010):* Design and construction of new disinfection system, including new chlorination/de-chlorination contact tank, chemical storage and metering pump building, effluent sewer, manholes, driveway extension, electrical and I/C works. Acted as Project Engineer responsible for process and mechanical design, HVAC design, preparation of drawings and specification, shop drawing review and technical support during construction. Client: Township of North Glengarry. Construction Value: \$2M
- Lou Romano (LR) WRP Upgrade and Expansion, City of Windsor, ON (2009):* Design of the LR WRP upgrade and expansion to complete secondary treatment based on biological aerated filter technology and UV disinfection. Acted as Project Engineer providing process mechanical design, hydraulic analysis, preparation of drawings and specifications, support during tender and construction. Client: City of Windsor. Construction Value: \$10M
- Water Pollution Control Centre, City of Sarnia, ON (2006-2008):* Process evaluation and recommended action for the Sarnia WPCC, energy audit for aeration blowers. Lead Engineer responsible for plant data analysis, process and mechanical evaluation, cost estimate of upgrades, and report preparation. Client: City of Sarnia. Project Value: \$100K
- WWTP Headwork Upgrade, City of North Bay, ON (2006):* Detailed design of new grit separation building including septage receiving, flow meter chamber, HVAC and building services. Acted as Project Mechanical Engineer providing process and HVAC design, hydraulic analysis, preparation of drawings and specifications. Client: City of North Bay. Construction Value: \$6M est.
- Niagara-on-the-Lake WWTP Chlorination System Upgrades, Niagara Region, ON (2004, 2006):* Various plant upgrades including chemical storage and metering systems, and hydraulic analyses of final clarifier operation, aerated lagoons aeration system upgrade. Detailed design and construction. Acted as Lead Engineer/ Project Manager providing process and mechanical design, hydraulic analysis, preparation of drawings and specifications, tender, construction contract administration and site inspections. Client: Niagara Region. Construction Value: \$1.5M
- Milton WWTP Disinfection and Administration Upgrades, Town of Milton, ON (2006):* Design and construction of a new building constructed above an existing chlorine contact tank to house a new UV disinfection system, and new administration facilities. Acted as Project Engineer providing HVAC mechanical

IVAN DRAKO, Ph.D., P.Eng.

design, hydraulic analysis, preparation of drawings and specifications, tender, and site inspections. Client: Town of Milton. Construction Value: \$1.3M

- Caledonia WPCP Class EA and Design of Major Plant Expansion, Town of Caledonia, ON (2004):* Design of septage receiving station, tertiary treatment system and HVAC system. Acted as Lead Project Engineer providing process mechanical design, hydraulic analysis, HVAC system design, preparation of drawings and specifications, tendering and construction inspections. Client: Haldimand County. Construction Value: \$4.1M
- Lakeview WPCP Upgrade, Region of Peel, ON (2003):* Various plant improvements including design and construction of new influent channel (3.6 m x 3.0 m), modifications to primary and secondary clarifiers and 400 mm diameter watermain. Acted as Project Engineer providing weir, sewer, pipe and open channel hydraulic analysis, preparation of tender drawings and specifications. Client: Region of Peel. Construction Value: \$2.2M

Industrial and Institutional Mechanical

- Food Processing Pilot Plant, Kitchener, ON (2012):* Acted as Mechanical Engineer providing design of steam boiler facility, including piping hydraulic analysis; preparation of tender drawings and equipment specifications. Client: Conestoga College. Construction Value: \$120K
- Henry Company Canada Inc, Asphalt Plant, Scarborough, ON (2012):* Restoration of Asphalt Plant Process Building "B". Acted as Mechanical Engineer providing design of HVAC system and building services, including piping hydraulic analysis, prepared tender drawings and specifications; carried out liaison with the City to obtain the Building Permit. Client: Henry Company Canada Inc. Construction Value: \$6M
- Brock University, Co-Generation Plant Modification, City of St. Catharines, ON (2002-2003):* Replacement of cooling towers and miscellaneous system modifications. Acted as Lead Project Engineer providing design, specification and drawing preparation, tender administration, and construction services. Client: Brock University. Construction Value: \$250K
- Sudbury Regional Hospital Co-Generation Plant, City of Greater Sudbury, ON (2000-2002):* Heat recovery, steam, hot/chilled water and cooling systems, electrical, control system and instrumentation detailed design, technical evaluations, cost analyses, equipment tenders and commissioning; hot water system hydraulic analysis using Arts Model software and design. Acted as Mechanical Engineer providing mechanical design, heat balance and hydraulic analysis, specification and drawing preparation, and construction technical support. Client: City of Greater Sudbury. Construction Value: \$5M

*denotes projects completed with previous employers



**Dave Diplock, PEng
Senior Environmental Engineer**

Dave Diplock is a professional environmental engineer with 16 years of environmental consulting experience in Western Canada combined with 4 years of experience in the mining sector. His areas of expertise are contaminated sites services, environmental project management, construction environmental monitoring, and environmental risk management for the private and public sectors.

Major clients served include multiple Federal departments (PWGSC, TC, EC, CSC, DFO, DND, RCMP, and INAC), City of Vancouver, City of Burnaby, District of North Vancouver, City of Coquitlam, City of Rossland, City of Trail, Teck Metals, Trimac Transportation, and BC Housing Society. In addition to direct project services, Mr. Diplock is currently retained by Public Works and Government Services Canada to provide senior technical support for the delivery of environmental services, and is an approved Environmental Engineer for Federal contaminated sites in BC, Yukon and Northwest Territories.

Mr. Diplock has a working knowledge of the BC Drinking Water Protection Act, BC Environment Management Act, Municipal Sewage Regulation, Species at Risk Act, Fisheries Act, Local Government Act, Transportation of Dangerous Goods Regulation, and Hazardous Waste Regulation.

EDUCATION

B.Sc.E. Geological-Environmental Engineering, Queen's University, Kingston, Ontario, 1996.

Masters Certificate, Integrated Watershed Management, University of British Columbia, Vancouver, BC, 1999.

40 Hour OSHA, Health and Safety for Hazardous Waste Sites, 1998.

On-going Continual Professional Development credits as per APEG Guidelines.

CAREER SUMMARY

10/2000 – Present	Bear Environmental Limited , Rossland, BC. Senior Environmental Engineer, President
03/2005 – 05/2006	Transport Canada , Pacific Region, Vancouver BC Senior Environmental Specialist
03/2004 – 03/2005	Keystone Environmental Limited , Burnaby BC Project Manager, Environmental Engineer
12/1999 – 10/2000	Conor Pacific Environmental Technologies Inc. , Vancouver, BC. Project Manager, Environmental Engineer
11/1997 – 12/1999	Jacques Whitford Environment Limited , Burnaby, BC. Project Manager, Environmental Engineer
06/1997 – 09/1993	Various positions in the mining sector.

AWARDS

Sustainable Solutions Award, Real Property Institute of Canada. 2006

Awarded to Mr. Diplock as project manager of the Bushel Public Port Facility Remediation where for he achieved \$2.75M cost savings and considerable GHG emissions reduction with an innovative procurement strategy and waste to resource initiative.



**Cole Bertsch M.A., Geo.L.
Hydrogeologist**

Mr. Bertsch is a hydrogeologist and project manager with over eight years of experience in contaminated site investigations and remediation. He has field experience in remediation technology oversight, environmental and hydrogeological drilling utilizing a variety of drilling technologies, groundwater and surface water monitoring, well response slug tests and pump tests and site surveying. Mr. Bertsch is also considered a leading resource in BC for intrusive drilling and soil vapour assessment techniques.

Mr. Bertsch completes the interpretation and mapping of geologic strata, hydrogeologic conceptual site model development, the design and analysis of slug test and pump test data using AQTESOLV and AquiferTest, develops environmental database management systems, geospatial groundwater contouring of dissolved contaminant plumes using ViewLog, Surfer and AutoCAD, numerical groundwater modeling using Visual MODFLOW, and analytical groundwater modeling using BIOSCREEN and BIOCHLOR.

SPECIAL EXPERTISE

- Hydrogeology
- Contaminated Site Risk Assessment
- Contaminated Sites Investigation and Remediation
- Environmental Drilling Methods and Soil Vapour Sampling

EDUCATION

M.A., Environmental Studies, Northeastern Illinois University, Chicago, Illinois, USA, 2005

B.A., Environmental Science, Lewis University, Joliet, Illinois, USA, 2001

CAREER SUMMARY

2009 – Present	Bear Environmental Limited , Rossland, BC Associate Geoscientist Professional / Hydrogeologist
2006 – 2009	AECOM (formerly Earth Tech) , Burnaby, BC Hydrogeologist / Project Manager
2005 – 2006	Keystone Environmental Ltd. , Burnaby, BC Hydrogeologist
2002 – 2005	Marlin Environmental , St. Charles, Illinois, USA Environmental Scientist
2001 – 2002	Clean Harbors Environmental , Chicago, Illinois, USA Field Chemist

APPENDIX D

RDKB RFP DOCUMENT AND ADDENDUMS

WSP Focus
No 061500246P



**Regional
District of**

Kootenay Boundary

Request for Proposals

Kelly Creek and Groundwater Source Water Protection Plan

Issued:	November 26, 2014
Closing Time:	12:00pm, Wednesday, December 17, 2014
Closing Location:	Regional District of Kootenay Boundary 843 Rossland Ave Trail, BC Canada, V1R 4S8
Contact Person:	Goran Denkovski 250-368-0227 gdenkovski@rdkb.com

DESCRIPTION OF REQUIRED SERVICES

1. PROJECT OVERVIEW

The Regional District of Kootenay (RDKB) is soliciting Request for Proposals from qualified consultants to undertake a Source Water Protection Plan for Kelly Creek and two groundwater wells in the Beaver Valley Water Service near Fruitvale BC ("the Plan"). The plan will follow the BC Comprehensive Drinking Water Source-to-Tap Assessment Guide. It will identify existing hazards and contaminants to water quality and quantity and then assess these possible risks to make recommendations to improve drinking water protection and ensure a more resilient water supply. The plan will provide the RDKB with the necessary tools to apply protection within the watershed.

1.1. BACKGROUND

The Beaver Valley Water Service is provided by the Regional District of Kootenay Boundary and consists of most of the properties within the Village of Fruitvale and a portion of Electoral Area A of the Regional District. The water users are approximately 2850 residents utilizing 1176 connections. The area is predominantly a bedroom community with the main employers being Teck Metals located in the City of Trail and Atco Wood Products located immediately north east of Fruitvale within Electoral Area A. The water system area is located within the Beaver Valley (see Appendix A). The Beaver Valley Water Service (BVWS) system is currently classified as a Level II water distribution system and Level III water treatment. The domestic water supply is primarily from Kelly Creek augmented by two back up wells as required. This source is the most reliable and economical water supply for the BVWS. Water drawn from Kelly Creek is settled out in a 750,000 liter reservoir, then pumped through the Level III Kelly Creek Water Treatment Plant where treatment by coagulation, filtration, ultra violet and minimal chlorination is provided. The two wells are used for emergency backup situations and during the summer months to supply approximately one third of the system users when the water flow in Kelly Creek is low. Sites of wells and reservoirs are indicated on Appendix A map.

The current water system supplies domestic water to both residents and businesses located within Village boundaries and outside Village boundaries (Appendix A). In addition, it acts as the only source of supply for fire protection to the RDKB Volunteer Fire Department located in the Village of Fruitvale centre.

As stated above, the BVWS area currently has surface water from Kelly Creek located south east of Fruitvale and ground water from two production wells located at Maple Avenue (well #1) and Columbia Gardens Road (well #2) in Fruitvale. Both wells are screened within the deep unconfined alluvial aquifer, which is comprised of sand and gravel. During late 2013 chlorination systems were installed in both wells and will be commissioned for operation in spring of 2014.

Well #1 was constructed in 1986 and provided for an estimated safe yield of 350 USgpm. Well #2 was constructed in 1986 and provides for an estimated safe yield of 350 USgpm. In 2009 both wells were purged and the pumps replaced by Precision Service & Pumps Inc. The two wells can now be pumped simultaneously at 824 USgpm (3120 l/min) without interfering with each other. The well specifics are

included in the following table:

Specifics	Well #1		Well #2	
	<i>Original</i>	<i>Current</i>	<i>Original</i>	<i>Current</i>
1. Year Drilled	1986	2013	1986	2013
2. Total Depth (ft)	88	88	123	123
3. Diameter (inches)	4	4	4	4
4. Length of Screen (ft)	13	13	13	13
5. Depth to top of Screen (ft)	60	60	180	180
6. Safe Yield (USgpm)	350	412	350	412

1.2. SCOPE OF WORK

- Complete Modules 1, 2, portions of 5, and 7, 8 of the BC Comprehensive Drinking Water Source to Tap Assessment Guide for the Kelly Creek and two groundwater well sources.
- Liaise with regulatory authorities including Interior Health to solicit input on the Plan in accordance with the Drinking Water Officers Guide, currently located at:
http://www.health.gov.bc.ca/protect/dwoguide_updated_approved%202007.pdf
- Liaise with RDKB (Environmental Services & Parks and Recreation Department), and the Village of Fruitvale to solicit input on the Plan
- Confirm the long-term sustainability of Kelly Creek and the two wells as a significant source of drinking water for the RDKB to year 2030 and beyond. If changes to Kelly creek and the two groundwater wells water supply infrastructure (such as treatment, slope stabilization, etc.) will be required to retain the creek and wells as a municipal water supply over the long term, the general nature and approximate timing of such changes are to be determined.
- Plan and undertake a public consultation process to assess the public's position regarding the qualitative consequences of identified hazards
- Prepare a Watershed Assessment and Protection Plan Report
- Present the report to RDKB and Village of Fruitvale management

Further detail on the scope of work is provided below:

The Plan shall follow the BC Comprehensive Drinking Water Source to Tap Assessment, modules 1, 2, portions of 5, and 7, 8 and outline the possible impacts of the identified risks, including wildfire, on water quality and quantity. Future climate projections should be integrated throughout the plan, including assessment of water source risks, and recommend actions for source water protection to the year 2030, based on climate science and projections.

The primary aim in the assessment is to identify hazards and vulnerabilities that may threaten the safety and sustainability of the water supply and to recommend risk management actions to address them. The assessment guide provides a structured and consistent approach to evaluating risks to drinking water and satisfies the assessment requirement under the Provincial Drinking Water Protection Act. The focus of the plan is to:

1. Delineate and characterize the water source (Module 1)
2. Conduct a contaminants source inventory (Module 2)
3. Audit water quality and availability (Module 5, Supply-Side Assessment only)
4. Characterize risks from source to tap (Module 7)
5. Recommend action to improve drinking water protection (Module 8)

In order to characterize and quantify the risk of hazards identified in Modules 1 through 7, input will be required from stakeholders and the community. The consultant will be required to plan, implement and roll out a public consultation plan with input from RDKB Staff. The results of the public consultation should support the recommendations of the Plan.

1.3. DELIVERABLES

- An Assessment Report following the guidelines of the BC Comprehensive Drinking Water
- Source to Tap Assessment including prioritized recommendations and implementation plan

1.4. REQUIRED EXPERTISE

The consultant selected is expected to be an expert at the tasks to be completed and will bring to the project a thorough knowledge of all of the project's requirements gained from extensive experience with similar assignments. All proposals must include a list of other similar plans that the consultant has prepared.

1.5. AVAILABLE RESOURCES

1. BC Comprehensive Drinking Water Source to Tap Assessment Guide, currently located at <http://www.health.gov.bc.ca/protect/source.html>
2. The RDKB will provide access to any available information sources as required, such as:
 - Previous assessment reports
 - As-built drawings
 - Digital aerial photographs
 - Pertinent GIS data

1.6. PROJECT SCHEDULE

The proponent will provide a detailed project schedule, including the milestones presented below:

- Kickoff Meeting – within two weeks of award (early 2015)
- Stakeholder meetings and interviews complete and summarized (early 2015)
- Submission of draft report (mid 2015)
- Presentation to Staff of final report to staff (end of 2015)

2. EVALUATION CRITERIA

The RDKB reserves the right to select the consultant best suited for this project and intends to evaluate Proposals as fairly as possible. The RDKB reserves the right to make changes to the evaluation process prior to the Proposal submission date.

The RDKB has disclaimed any intention to assume contractual or other obligations to consultants during the RFP process partly to ensure that it retains maximum flexibility in regard to whether it proceeds, whether it proceeds with one of the consultants, or how it will evaluate proposals. While the RDKB intends to evaluate proposals as fairly as possible, consultants should be aware the RDKB may evaluate proposals on any basis whatsoever, whether specifically identified in this document or not. Consultants should be aware that various matters may be considered by the RDKB when evaluating proposals, including, for example:

- Whether, or to what extent, a consultant has complied with the Proposal requirements set out in this document
- The RDKB's assessment of the ability of the consultant to successfully perform the work
- Proposed budget
- Appropriate technical innovation
- The nature of any previous dealings the RDKB has had with a consultant

If a Proposal is determined to be unclear or deficient in some aspects, but these deficiencies are capable of being clarified or rectified, the RDKB may prepare a list of questions for the consultant, to clarify or remedy the deficiencies. If, in the opinion of the RDKB, these clarifications and rectifications do not overcome the deficiencies, the RDKB, at its sole and absolute discretion, may decide to reject the Proposal.

The RDKB may contact any or all of the consultants to seek further clarification and information before awarding the contract.

Finally, the RDKB intends to evaluate all proposals according to the scoring matrix outlined in the following section.

2.1. EVALUATION SCORING MATRIX

The RDKB will select the Proposal that it deems, in its sole and absolute discretion, demonstrates the best combination of corporate experience, skilled and experienced personnel, project understanding, vision, proposed approach to achieving the project goals, as well as project budget.

The following table details the proposed evaluation scoring approach:

Criteria Evaluation	
1. Project Understanding	
<ul style="list-style-type: none"> Understanding of project requirements Solution adapted to goals, needs and objectives Clarity of the proposal (concise, consistent, comprehensible and good format) 	20%
2. Proponent Qualifications	
<ul style="list-style-type: none"> Reputation, proven performance and relevant experience of the proponent's firm Proposed team's experience in similar projects Technical and management capability, capacity, skills and qualifications of the proponent and any proposed subcontractor(s) Minimum of two references based on past performance for similar projects (high quality finished project, goals and time frames achievement) 	20%
3. Strategic Plan	
<ul style="list-style-type: none"> Substantially integrates the RDKB's strategic plan objectives into the project design, methodology, implementation and long-term project legacy Demonstrates substantial awareness and understanding of leading examples and relevant precedents appropriate to this project Proposes innovative solutions to sustainability-oriented challenges 	5%
4. Proposed Schedule	
<ul style="list-style-type: none"> Work Plan and Schedule by tasks Provides a realistic timetable Provides time and structure for staff input 	5%
5. Cost	
<ul style="list-style-type: none"> Price of the Proposal 	50%
Total	100%

PROPOSAL REQUIREMENTS

3. PROPOSAL SUBMISSION

The Proposal must be submitted to the RDKB to the attention of:

Goran Denkovski
Engineering and Safety Coordinator
843 Rossland Ave
Trail, BC V1R4S8

Telephone: 250-368-0227
Email: gdenkovski@rdkb.com

Emailed Proposals are preferred, but a Contractor bears all risk that the RDKB's systems function properly so that the RDKB receives the Proposal. Contractors preferring to submit hardcopies of their Proposal must provide the copy printed double sided. The RDKB is committed to a fair and open process for all parties interested in this RFP.

4. PROPOSAL FORMAT

4.1. TITLE PAGE

Include contact name, position, address, email and phone number

4.2. LETTER OF INTRODUCTION

4.3. PROPOSED METHODOLOGY

All proposals must include a clear description of the proposed project methodology, including a description of key project phases, and individual phase budgets. Each phase should describe the key phase deliverable, as well as the method for achieving this output.

4.4. PROPOSED PROJECT TIMELINE

All proposals must include a detailed description of the proposed project timeline by phase.

4.5. PROPOSED FEES & EXPENSES

A project budget including a detailed list of tasks and associated estimated costs by phase such as:

- Project meetings
- Records review and consolidation
- Technology options review
- Cost calculation and lifecycle analysis
- Risk assessment
- Document development

The project budget should clearly show costs associated with each sub-consultant (if any), including any associated disbursements.

4.6. PROPONENT PROFILE

Proposals should include a summary of the proponent's skills, qualifications and ability to deliver on the proposed project deliverables. This summary should include evidence of an ability to complete projects on-time and on-budget, as well as a brief summary of related project precedents.

4.6.1. PROJECT TEAM QUALIFICATIONS

Proposals may also include brief summary of key project team members, outlining individual skills, experience, qualifications as well as their proposed roles and responsibilities within the delivery of this specific project proposal. For key staff, please provide relevant experience and identify their proposed level of commitment to the project.

4.6.2. SUMMARY OF RELATED PROJECT EXPERIENCE

The proposal shall contain specific project examples completed in the past ten years that demonstrate the consultant's ability to undertake the proposed project. Descriptions of previous projects should include:

- Name of the project.
- Scheduled and actual completion date.
- Key individuals involved.
- Client references.
- A description of the project that demonstrates the relevant skills, outcomes and sustainability attributes.
- Original budget, final costs, and claims settled and outstanding.

4.6.3. CORPORATE COMMITMENT TO SUSTAINABILITY

Proposals may also include a brief outline of in-house corporate commitments to sustainability as demonstrated within the RDKB Strategic Plan.

GENERAL CONDITIONS

5. RFP PROCESS AND EVALUATION PROCEDURES

5.1. EVALUATION AND AWARD OF ASSIGNMENT

The RDKB intends to award the contract to the preferred consultant before January 30, 2015.

6. DEFINITIONS

- “must”, “mandatory”, or “required” means a specific criterion / criteria, or requirement is / are essential to be met for the proposal to receive and continue to receive consideration.
- “should”, or “desirable” means a requirement having a specific or significant degree of importance to meeting the RFP objectives. These criteria will be evaluated using a point scoring system.
- “proponent”, means an individual or company that submits or intends to submit a proposal response to a Request for Proposal.
- “consultant” means the successful proponent who is awarded the contract.

7. ADDITIONAL TERMS AND CONDITIONS

7.1.1. SIGNED PROPOSALS

The proposal must be signed by the person(s) authorized on behalf of the Proponent or company and binds the Proponent to the statements made in the RFP response.

7.1.2. IRREVOCABILITY OF PROPOSALS

At the appointed closing time, all proposals become irrevocable. By submission of a proposal, the Proponent agrees that should its proposal be selected, the Proponent will enter into a contract with the RDKB.

7.1.3. CHANGES TO THE PROPOSAL WORDING AND CONTENT

The Proponent is entitled to amend its proposal at any time before the deadline for submission of proposals. After the closing date and time, the Proponent will not change the wording or content of the proposal and no words will be added to the proposal, including changing the intent or content of the presentation of the proposal, unless requested by the RDKB.

7.1.4. PROPONENT EXPENSES

Proponents are solely responsible for their own expenses in preparing the proposal, presentations of their proposal, and travel costs incurred presenting and negotiating their proposal.

7.1.5. PROPOSAL PRICING

Proposal prices must be firm for a minimum of 90 days after closing.

7.1.6. ACCEPTANCE OF PROPOSALS

The RDKB will select the Proposal that it deems, in its sole and absolute discretion, demonstrates the best combination of corporate qualifications, skilled and experienced personnel, project understanding, vision, proposed approach to achieving the specified goals, as well as estimated total costs. The RDKB is not bound to accept the lowest price proposal, nor is the RDKB in any way bound to award the project to any of the Proponent bids.

7.1.7. ALTERNATIVE SOLUTIONS

Please submit alternative option as a separate proposal. If any other type of alternative options is proposed, proponents are also requested to submit the alternative or option as a separate proposal.

7.1.8. NEGOTIATIONS

If a written contract cannot be negotiated within 30 days of notification to the lead proponent, the RDKB may, at its discretion at any time thereafter, terminate negotiations with that proponent and either negotiates a contract with the next qualified proponent, or cancel the RFP process and not enter into a contract with any Proponent.

7.1.8. SUB-CONTRACTORS

Proposed subcontractors must be listed with attached resumes. Joint proposal submission must indicate which proponent has overall responsibility of the project.

7.1.10. LIABILITY FOR ERRORS

The information contained in this RFP is supplied solely as a guideline for proponents. The information is not guaranteed or warranted to be accurate by the RDKB, nor is it necessarily comprehensive.

7.1.11. AGREEMENT WITH TERMS

The Proponent, through the submission of a proposal, agrees to all terms and conditions of this RFP.

7.1.12. MODIFICATION OF TERMS

The RDKB reserves the right to modify the terms of the RFP at its sole discretion at any time prior to the submission deadline.

7.1.13. AVAILABILITY OF INFORMATION

The consultant shall be permitted access to RDKB files and reports that relate to this project.

7.1.14. CONFIDENTIALITY OF INFORMATION

Information pertaining to the RDKB obtained by the Proponent as a result of participation in this project is confidential and must not be disclosed without written permission from the RDKB.

7.1.15. CONFIDENTIALITY OF PROPOSALS

The Owner (RDKB) is subject to the British Columbia Freedom of Information and Protection of Privacy Act. That Act creates a right of access to records in the custody or under the control of the Owner, subject to the specific exceptions in that right set out in the Act. The Owner will receive all proposals submitted in response to this RFP in confidence. Because of the right of access to information created by that Act, the Owner does not guarantee that information contained in any proposals will remain confidential if a request for access in respect of any proposal is made under the Act. Proponents are required to keep their proposals confidential and must not disclose their proposals, or information contained in them, to anyone else without the prior written consent of the Owner.

7.1.16. PAYMENT

The Consultant's invoices must be submitted in a manner acceptable to the RDKB.

The Consultant's invoices for this contract will payable, net 30 days, upon submission of phase completion claims.

7.1.17. RESPONSIBILITY

The Proponent shall not transfer responsibility to meet the obligations of this contract to a third party without the consent, in writing, of the RDKB project manager.

7.1.18. NO COLLUSION

Proponents shall not directly or indirectly communicate with any other Proponent regarding the preparation or presentation of their proposals, or in connection with the Proposal engage in any collusion, fraud or unfair competition.

7.1.19. LAWS OF THE JURISDICTION

Any contract resulting from this RFP will be governed by and will be interpreted in accordance with the laws of the Province of British Columbia.

7.1.20. INTELLECTUAL PROPERTY RIGHTS

The RDKB will be the owner of the intellectual property rights, including patent, assignment of copyright, waiver of moral rights, trademark and industrial design in any product, business process, and software or training program developed specifically through this contract. Licensing and marketing rights of the developed product, if appropriate, will be negotiated separately.

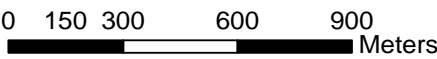
APPENDIX A – SITE PLAN



Beaver Valley Water System

8 August 2014

1:15,000



Legend

Beaver Valley Water System

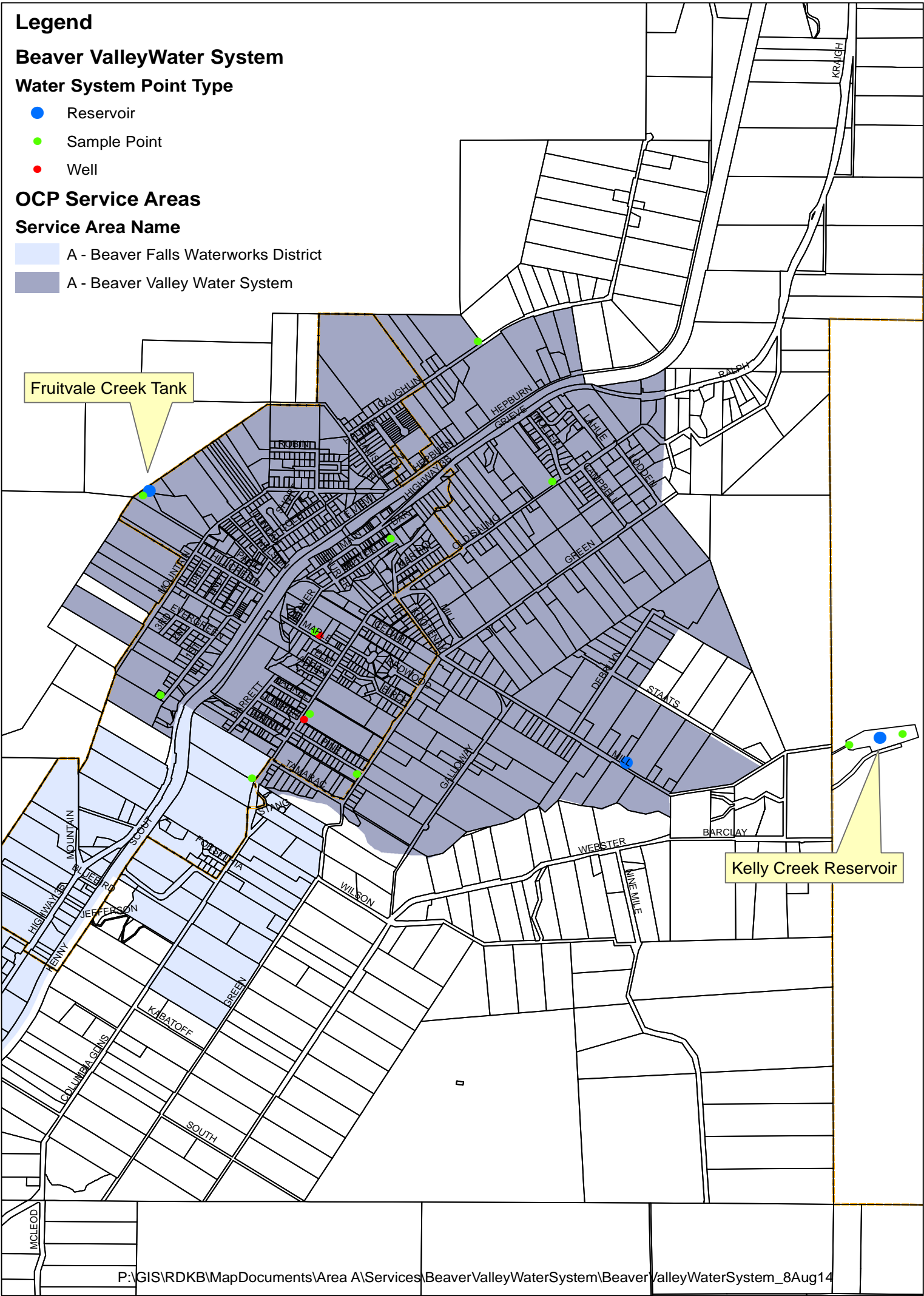
Water System Point Type

- Reservoir
- Sample Point
- Well

OCP Service Areas

Service Area Name

- A - Beaver Falls Waterworks District
- A - Beaver Valley Water System



P:\GIS\RDKB\MapDocuments\Area A\Services\BeaverValleyWaterSystem\Beaver ValleyWaterSystem_8Aug14

APPENDIX B - DECLARATION OF MINIMUM STUDY REQUIREMENTS

DECLARATION OF MINIMUM STUDY REQUIREMENTS

A minimum of one of the following declarations must be submitted with each Proposal.

ENGINEERING LEAD CONSULTANT'S DECLARATION

I, the undersigned, declare:

- that the company I represent below is a registered engineering consulting firm qualified to do a Source Water Protection Plan (*If more than one consultant is used, the consultant named below will assume the lead role for the Source Water Protection Plan and incorporate all information into one report*).
- that by assuming the lead consultants role, I will apply my professional seal to the final Source Water Protection Plan and assume professional responsibility for the entire contents of the Source Water Protection Plan.
- that I have read and will comply with the Minimum Study Requirements, and the Terms and Conditions that are contained in this Request for Proposal (RFP).
- I also understand that the Study and accompanying documents will be reviewed by RDKB staff.

Company Name:

Lead Consultant's Name and Professional Designation:

Authorized signature:

Date:

Print Name:

Mailing Address (Street):

Phone:

City:

Fax:

Postal Code:

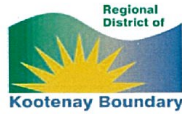
Email:

PROJECT LEAD'S DECLARATION**(not applicable if the Lead Consultant is the sole consultant)**

I, the undersigned, declare:

- that I have read and will comply with the Minimum Study Requirements, and the Terms and Conditions that are contained in this Request for Proposal (RFP).
- I also understand that the Study and accompanying documents will be reviewed by RDKB staff.

Company Name:**Name and Title:****Authorized signature:****Date:****Print Name:****Mailing Address (Street):****Phone:****City:****Fax:****Postal Code:****Email:**



Environmental Services
 Main Office: 843 Rossland Av, Trail, BC
 Telephone: 250-368-9148
www.rdkb.com

Addendum No. 1
Request for Proposal Kelly Creek and Groundwater Source Water Protection Plan

The Addendum is being issued prior to the closing of the Request for Proposal (RFP) to provide further information, make changes to, or to clarify the Contract Documents and is to be read, interpreted and coordinated with all other parts of the Contract Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. Proponents shall acknowledge receipt of this Addendum to gdenkovski@rdkb.com and shall attach a signed copy of this Addendum to their RFP.

This Addendum shall form part of the Contract Documents.

RFP Kelly Creek and Groundwater Source Water Protection Plan

1. Can the RDKB extend the closing date?

Response:

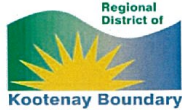
Yes, the RDKB will extend the closing date to Wednesday, December 24th 2014 at 12:00 pm

Date: December 11, 2014

Addendum No. 1 Received.


 Signature of Consultant

ELISE PARÉ, WSP/FOCUS
 Name of Consultant



Environmental Services
 Main Office: 843 Rossland Av, Trail, BC
 Telephone: 250-368-9148
www.rdkb.com

Addendum No. 2
Request for Proposal Kelly Creek and Groundwater Source Water Protection Plan

The Addendum is being issued prior to the closing of the Request for Proposal (RFP) to provide further information, make changes to, or to clarify the Contract Documents and is to be read, interpreted and coordinated with all other parts of the Contract Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. **Proponents shall acknowledge receipt of this Addendum to gdenkovski@rdkb.com and shall attach a signed copy of this Addendum to their RFP.**

This Addendum shall form part of the Contract Documents.

RFP Kelly Creek and Groundwater Source Water Protection Plan

1. Are there existing aquifer/hydrological studies on the Village wells (i.e. for 2009 well purge and pump replacement)?

Response:

There are no aquifer/hydrological studies on the Village wells, however, each well has a refurbishment report that contains relevant information.

2. Does the RDKB have a minimum 2 years of analytical water quality data within the last 5 years for the surface and groundwater sources? In which form is this data available to the consultant (i.e. tabulated, electronic format, raw lab reports, hard copy reports)?

Response:

Yes, the lab reports are in PDF format.

Date: December 17, 2014

Addendum No. 2 Received.


 Signature of Consultant

ELISE PARÉ, WSP/FOCUS
 Name of Consultant

APPENDIX E
TERMS AND CONDITIONS

WSP Focus
No 061500246P

TERMS AND CONDITIONS APPLICABLE TO THIS AGREEMENT FOR SERVICES:

1. CLIENT'S DUTIES AND RESPONSIBILITIES

The CLIENT shall:

- 1.1. Make available to FOCUS all relevant information or data pertinent to the Services and the project which are reasonably required by FOCUS.
- 1.2. Provide FOCUS with such instructions and authority as is necessary to FOCUS for the rendering of the Services.
- 1.3. Pay the compensation as described in this Agreement in addition to all taxes applicable to the compensation. All invoices submitted by FOCUS shall be paid in full within 30 days of receipt by the CLIENT. Payments made after 30 days shall include interest on the outstanding balance at the rate of 2% per month compounded monthly (26.8% per annum). Obtaining agency approvals is not a prerequisite for payment for Services rendered.
- 1.4. Provide FOCUS with written notice within 30 calendar days following receipt of FOCUS' invoices in the event that the CLIENT disputes any portion of FOCUS' fees of such invoices. The CLIENT shall be entitled to withhold only the amount of the fees in dispute and the balance of the fees not in dispute shall be paid by the CLIENT without deduction or set-off. The CLIENT's failure to dispute FOCUS' fees within 30 calendar days of receipt of any invoice shall be deemed to be a waiver of all claims which the CLIENT has with respect to such invoices.
- 1.5. Designate in writing an individual to act as the CLIENT's Representative, such person to have complete and exclusive authority to transmit instructions to and receive information from FOCUS.

2. FOCUS' RESPONSIBILITY AND LIMITATION OF LIABILITY

- 2.1. FOCUS shall provide the Services under this Agreement in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.
- 2.2. FOCUS' responsibility may be modified by additional terms, conditions or limitations found in any specifications, reports or other documents delivered by FOCUS to the CLIENT.
- 2.3. FOCUS' field investigation, field testing and engineering recommendations will not address or evaluate pollution of soil or pollution of ground water. FOCUS will cooperate with the CLIENT's environmental consultant, if any. FOCUS shall not be responsible for any cross-contamination resulting from subsurface investigations.
- 2.4. Any and all claims the CLIENT or any party claiming by, through or under the CLIENT has or hereafter may have in respect of the Services howsoever arising, whether in contract or in tort, shall be limited to:
 - 2.4.1. Claims brought within a period of two years from the date of completion, termination or suspension of the Services;
 - 2.4.2. The amount of FOCUS' total fees for Services rendered for the Project.
- 2.5. FOCUS shall not be responsible for:

Focus Corporation – Terms of Engagement – BC – February 2013

- 2.5.1. The failure of a contractor, retained by the CLIENT, to perform the work required in the project in accordance with the applicable contract documents;
- 2.5.2. The design of, or defects in, equipment supplied or provided by the CLIENT for incorporation into the project;
- 2.5.3. Any damage to subsurface structures and utilities which were identified and located by the CLIENT;
- 2.5.4. Any project decisions made by the CLIENT if the decisions were made without the advice of FOCUS, or contrary to, or inconsistent with, FOCUS' advice;
- 2.5.5. Any consequential loss, injury or damages suffered by the CLIENT, including, but not limited to loss of use, loss of profits, loss of income or loss of opportunity; and
- 2.5.6. The unauthorized distribution, by the CLIENT or any third party, of any confidential document or report prepared by or on behalf of FOCUS for the exclusive use of the CLIENT.
- 2.6. For the purposes of the limitation of liability provisions contained herein, the CLIENT expressly agrees that it has entered into this Agreement with FOCUS, both on its own behalf and as agent on behalf of its employees and principals.
- 2.7. The CLIENT expressly agrees that FOCUS' employees and principals shall have no personal liability to the CLIENT in respect of a claim, whether in contract, tort and/or any other cause of action at law. Accordingly, the CLIENT expressly agrees that it will bring no proceedings and take no action in any court of law against any of FOCUS' employees or principals in their personal capacity.

3. FIELD SERVICES

- 3.1. Where applicable, field services recommended for the project are the minimum necessary in the sole discretion of FOCUS, to observe whether the work of a contractor is being carried out in general conformity with the intent of the Services. Any reduction from the level of Services recommended will result in FOCUS providing modified certifications of the work.

4. DOCUMENTS

- 4.1. All of the documents, including digital information, prepared by FOCUS or on behalf of FOCUS in connection with the project are instruments of service for the execution of the project. FOCUS retains the property and copyright in these documents, whether the project is executed or not. The instruments of service shall become the property of the CLIENT upon completion of the Services and payment in full of all invoiced amounts due FOCUS. These documents may not be used on any other project without the prior written agreement of FOCUS.
- 4.2. In the event the CLIENT furnishes FOCUS with any documents, information, surveys, and reports, FOCUS shall be entitled to rely on their accuracy and completeness. Any contracts for the provision of such documents, information, surveys, and reports shall be considered direct contracts with the CLIENT unless explicitly provided otherwise.

5. INSURANCE

Focus Corporation – Terms of Engagement – BC – February 2013

- 5.1. FOCUS maintains professional liability insurance and general liability insurance. A copy of FOCUS' Certificate of Insurance will be provided to the CLIENT upon request.

6. TERMINATION and SUSPENSION

- 6.1. Either the CLIENT or FOCUS may terminate this Agreement without cause upon thirty (30) days' notice in writing to the other at the address indicated on the first page hereof. On termination by either party under this paragraph the CLIENT shall forthwith pay to FOCUS all charges for the Services performed to the date of termination.
- 6.2. If the CLIENT fails to make payments when due or otherwise is in breach of this Agreement, FOCUS may suspend performance of the Services upon seven (7) calendar days' notice to the CLIENT. FOCUS shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension, or termination in accordance with paragraph 6.3.
- 6.3. If either party breaches this Agreement the non-defaulting party may terminate this Agreement after giving seven (7) days' notice to the defaulting party to remedy the breach. If the breach is not corrected or reasonable steps taken to correct the breach within the seven (7) days, the non-defaulting party may immediately terminate this Agreement. In the case of termination due to breach by the CLIENT, the CLIENT shall forthwith pay to FOCUS all charges for the Services performed.

7. DISPUTE RESOLUTION

- 7.1. If requested in writing by either the CLIENT or FOCUS, the CLIENT and FOCUS shall attempt to resolve any dispute arising out of or in connection with this Agreement by entering into structured, non-binding negotiations with the assistance of a mediator on a without prejudice basis.
- 7.2. If the dispute cannot be settled within a period of thirty days with the assistance of the mediator, or such longer period as might be agreed to by the CLIENT and FOCUS, the dispute shall be referred to and finally resolved by way of arbitration, and the British Columbia International Commercial Arbitration Centre Rules shall apply.
- 7.3. This Agreement is governed and construed in accordance with the laws in force in the Province of British Columbia and the parties attorn to the jurisdiction of the applicable Courts of the Province of British Columbia.
- 7.4. In the event of the failure of a claim brought by the CLIENT against FOCUS, the CLIENT shall indemnify FOCUS for all costs and expenses incurred by it in resisting or defending the claim including legal costs on a solicitor and his own client basis.

8. SUCCESSORS AND ASSIGNMENT

- 8.1. This Agreement shall enure to the benefit of and be binding among the parties hereto and their executors, administrators, successors and assigns.
- 8.2. This Agreement shall not be assigned to any other party whatsoever without the express written consent of the other party.

9. GENERAL

- 9.1. The terms and conditions of this Agreement as set out herein, including the front page hereof, constitute the sole and entire agreement between the CLIENT and FOCUS in relation to the Services and supersedes all prior agreements between them whether written or oral.
- 9.2. This Agreement may be amended only by written agreement signed by both the CLIENT and FOCUS.
- 9.3. All obligations between the parties, which by their nature survive the completion of the Services and any early termination of this Agreement, including any limitations upon liabilities, shall remain in full force and effect.

Focus Corporation – Terms of Engagement – BC – February 2013



STAFF REPORT

Prepared for meeting of January 2015

Private Forestry Referral			
To: Chair Grace McGregor and Members of the RDKB Board of Directors			
Applicant: Interfor Corporation		File No: E-10	
Location(s): Christian Valley, near Grandby Provincial Park and Kettle River, Electoral Area 'E'/West Boundary			
Legal Description: Unsurveyed and surveyed Crown Land		Area: Varies from: 50 ha to 275 ha.	
OCP Designation: None	Zoning: None	ALR status: Some proposed blocks are in the ALR	DP Area: None
Contact Information: Randy G. Waterous, RFT Forestry and Land Use Planner Interfor Corporation 570 – 68 th Avenue, Grand Forks, BC, V0H 1H0 Randy.waterous@interfor.com			
Report Prepared by: Carly Rimell, Planner			

ISSUE INTRODUCTION

Interfor Corporation has invited the Regional District to provide comments regarding a Development Referral for proposed new cut blocks and roads north of Westbridge surrounding the Kettle River (*see Site Location Map*). The proposed cut blocks begin approximately 36 kilometres north of Westbridge with the northern most cut block near the terminus of Rendell Creek Road.

PROPOSAL

The proposed harvesting would take place in 26 cut blocks, commencing around Kettle Canyon/Kettle Bench Forest Recreation Site, and moving and north towards the terminus of Rendell Creek Road (*see Referral Map*). The project start date is subject to permit approval from the Province.

HISTORY / BACKGROUND FACTORS

There are five distinct groups of cut blocks. The approximate numbers are as follows: CP 039 cut block 240 ha, CP 409 cut block 275 ha, CP 426 cut block 80 ha, CP 427 cut block 50 ha, B06 cut block 170 ha, totalling an area of 815 ha.

The areas of the proposed cut blocks are within Electoral Area 'E'/West Boundary. There is no zoning in Electoral Area 'E'/West Boundary, however, some cut blocks and portions of cut blocks do intersect the Agricultural Land Reserve (*see ALR Map*). Section 2 (f) of the Agricultural Land Reserve Regulation designates 'timber production, harvesting, silviculture and forest protection' as farm use.

IMPLICATIONS

The Kettle River Management Watershed Plan (KRMWP) recognizes the challenges of 'cumulative impacts' of resource development. This referral process attempts to bridge the gaps mentioned within the KRMWP between resource management agencies, local governments, and stewardship organizations.

Cut block CP 039-03 lies partially within the ALR. Section 2 (f) of the Agricultural Land Reserve Regulation designates 'timber production, harvesting, silviculture and forest protection' as farm use. After harvesting Interfor will carry out required silviculture activities to achieve their reforestation obligations.

Cut blocks CP 409-06, CP 039-04, and CP 039-09 lie alongside the recreational areas of Rhododendron Lake, Kettle Canyon/Kettle Bench, and Thone Lake, respectively. The Recreation Officer of the Ministry of Forests, Range and Natural Resource Operations has been notified of Interfor's plan and has responded favourably. No direct impacts to the recreation area are anticipated.

Riparian Management Zones and Reserve Zones are specified in Sections 47-49 of the Forest Planning and Practices Regulation (FPPR) and Section 51 outlines Restrictions in a Riparian Reserve Zone. Depending on the width of the river, forest practices must be done according to FPPR. At this time Interfor has no plans to carry out any activities within the Reserve Zone.

The speckled dace (*Rhinichthys osculus*) is a small minnow found within the Kettle River watershed. This is the only habitat where the species exists within Canada. The speckled dace has been listed as 'Endangered' in Schedule 1 of *Canada's Species at Risk Act*. The proposed cut blocks CP 039-03 and CP 039-01 are in the vicinity of the speckled dace habitat (see *Speckled Dace Habitat Map*). The main threats to speckled dace are low river flows, siltation from road building, and forestry.

On the referral map it depicts construction of new bridges near cut block CP 409. After discussion with Interfor it was assured the proposed bridges on the referral map were incorrectly displayed, and they have been in place since 2001. Nevertheless, all major structure installations of this nature are planned and installed with appropriate consideration of aquatic and riparian habitats in accordance with Interfor's Environmental Management Systems certified under the Sustainable Forestry Initiative.

With exception of CP 409 all of the proposed cut development will haul down Christian Valley Road. CP 409 will haul easterly to the Grandby Forest Service Road and then down North Fork Road.

The start date for timber harvesting is subject to permit approval. Permit approval varies depending on seasonal weather conditions, planning constraints and ministry workloads. Interfor anticipates a general start date of 2015, but at this time has no specific timelines. The Planning and Development Department has requested to be notified when Interfor receives their permits.

ADVISORY PLANNING COMMISSION COMMENTS

The Advisory Planning Commission for Electoral Area 'E'/West Boundary provided the following comments:

"Observations:

- *Concern was raised about the speckled dace fish, a small minnow, found within the Kettle River watershed relative to cut blocks CP 039-03 and CP 039-01.*
- *It was noted that there are three areas in the Kettle Valley watershed where these minnows are located.*
- *It was also noted that by both legislation and Interfor's commitment, trees would not be logged near the waterways.*
- *A concern was raised that Interfor may want to build a road through this area to Grand Forks to bypass Midway.*
- *It was noted that cut block CP 409 borders Area 'D'. The question was raised if the Electoral Area 'D'/Rural Grand Forks APC has had an opportunity to comment on this proposal relative to CP 409 and the road to Grand Forks.*

Recommendation:

- *The Committee is prepared to provide its support for this proposal subject to the following conditions:*

- *All roads must be deactivated immediately after logging has been completed.*
- *There is to be no connectivity of roads from Christian Valley directly (that is bypassing Midway) to Grand Forks."*

PLANNING AND DEVELOPMENT COMMENTS

The APC comments for this referral are advisory only. The concerns raised were that Electoral Area 'D'/Rural Grand Forks APC was not consulted in this referral even though cut block CP 409 is adjacent to the Electoral Area 'D'/Rural Grand Forks border. Despite the cut blocks being adjacent to the border the proposed cut blocks still lay entirely within Electoral Area 'E'/West Boundary, therefore Electoral Area 'D'/Rural Grand Forks was not consulted. Deactivation and connectivity of roads is beyond the authority of the Regional District of the Kootenay Boundary within this referral process. That said the Regional District can provide these APC comments to Interfor and they can consider them in their review or provide them to the appropriate parties for review.

BACKGROUND INFORMATION PROVIDED

Site Location Map

Referral Map

ALR Map

Speckled Dace Habitat Map

RECOMMENDATION

That the staff report regarding a Development Referral submitted by Interfor for proposed new cut blocks and roads north of Westbridge surrounding the Kettle River, be received.

That the Regional District of Kootenay Boundary Board of Directors advise that the Development Proposal submitted by Interfor Corporation for proposed new cut blocks and roads north of Westbridge surrounding the Kettle River is supported, and that the Advisory Planning Commission comments be provided to Interfor Corporation for consideration.

Respectfully Submitted:

Concurrence: (Department Head)

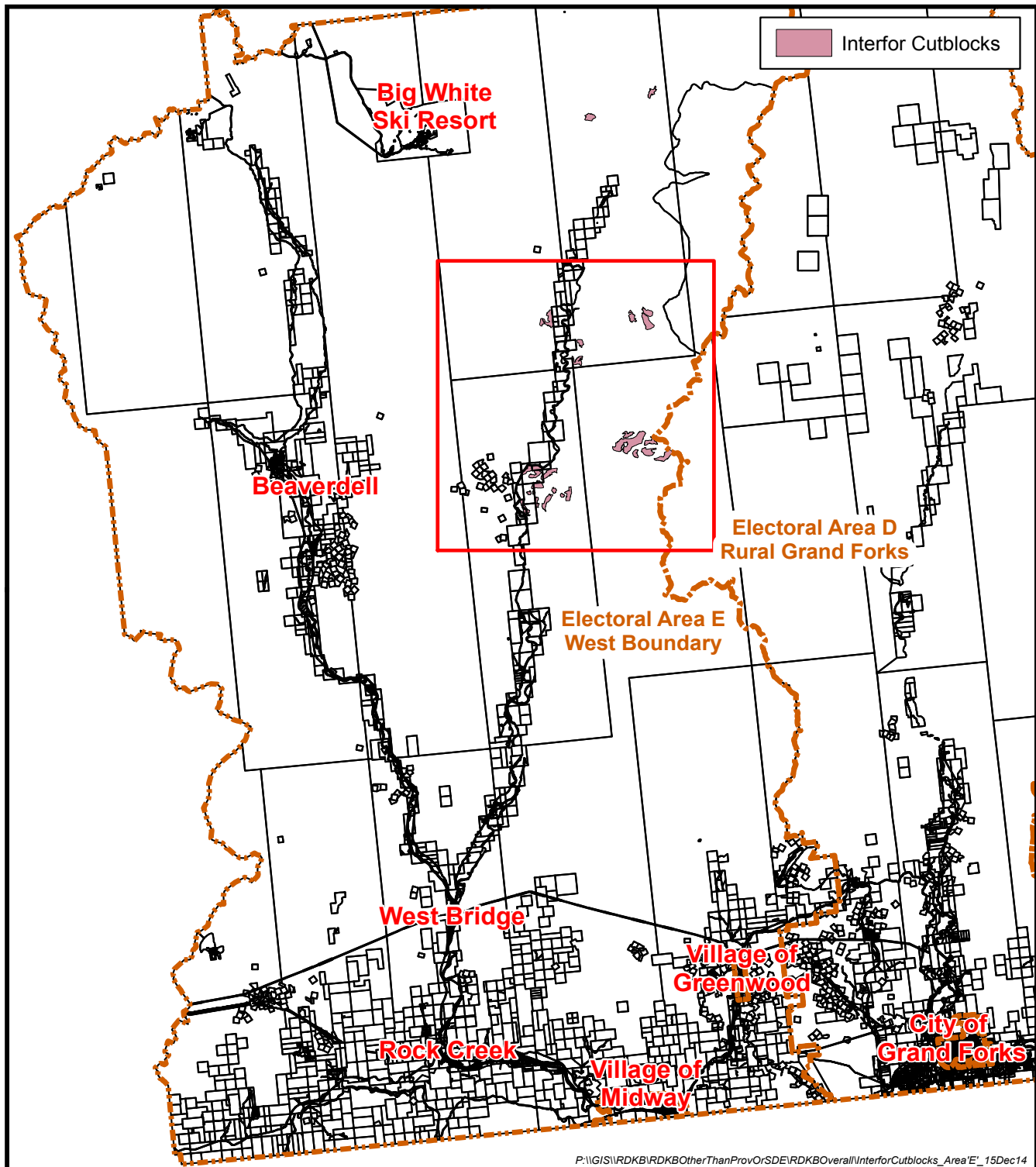
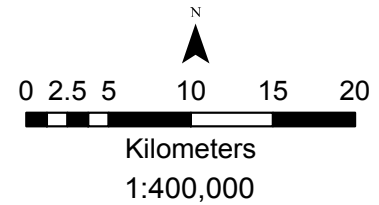
Concurrence: (CAO)






07 January 2015

Site Location Map



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FL A18969
November 2014 Referral Map



Licence	CP	Mark	CP Status	CP Approval Date
FL A18969	Various	N/A	Planned	N/A
Location			Scale	Print Date
Various			1:40,000	19/11/2014

LEGEND

Selected Cut Block

Cut Block

Park

Legal Lot

Private Land

Woodlot

Community Forest

Highway/Hard Surface

Forest Service Road

Proposed Forest Road

Existing Forest Road

Non-Classified Road

Forest District

TSA Boundary

TFL Boundary

Interfor Operating Area

Vehicle Restricted Area

Recreation Site

Recreation Trail

Recreation Reserve / Site

Proposed Bridge

Existing Bridge

Removed Bridge

Road Barrier

Gate

Proposed / Existing Fence

Proposed / Existing Cattleguard

Corral

Water Development

Stream (Class S1-S4, Fish)

Stream (Class S1-S6, No Fish)

Non-Classified Drainage

Lake/Major Stream

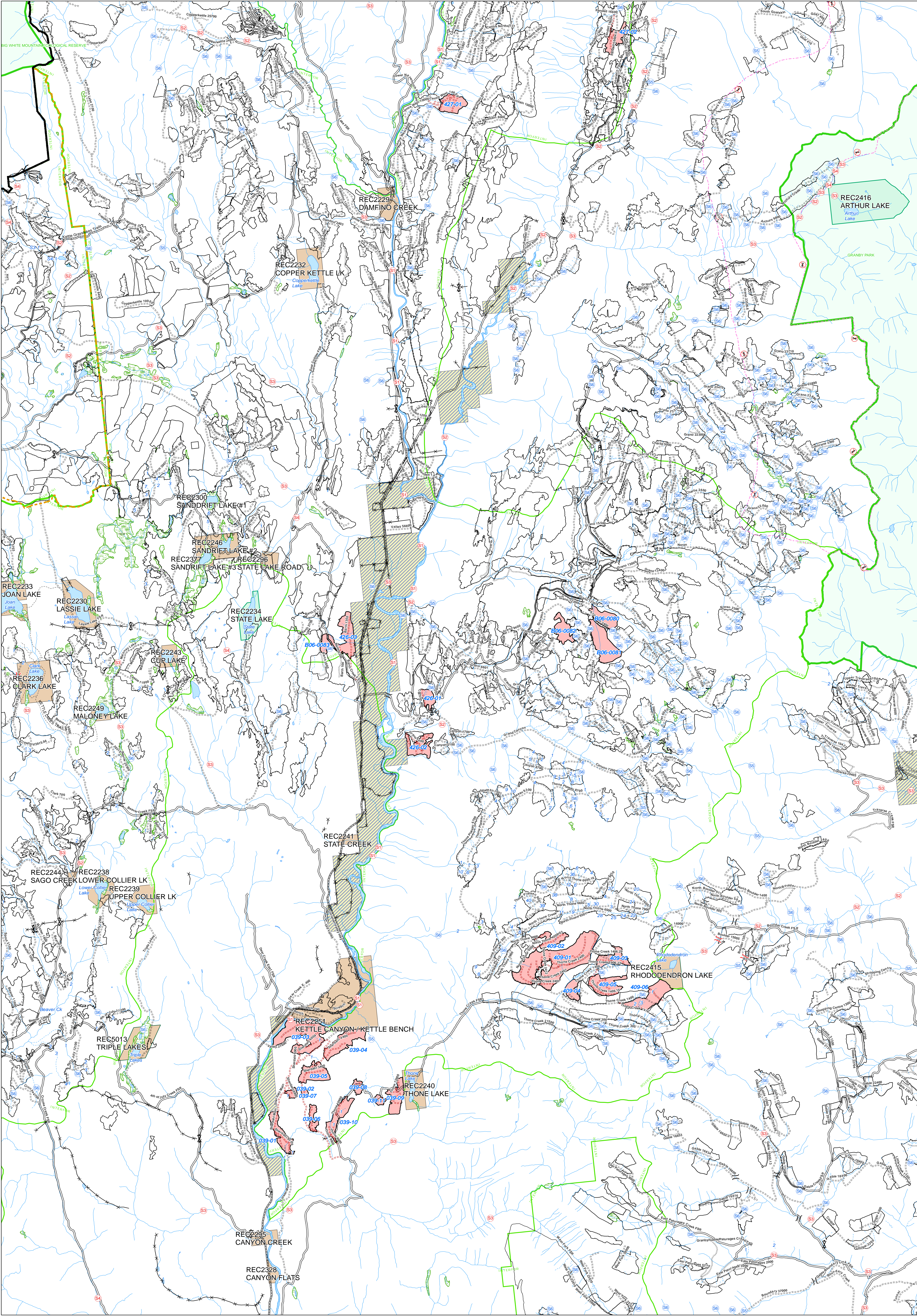
Non-Classified Wetland

Wetland (WS)

Riparian Reserve Zone

N

0 500 1000 1500 2000
Metres





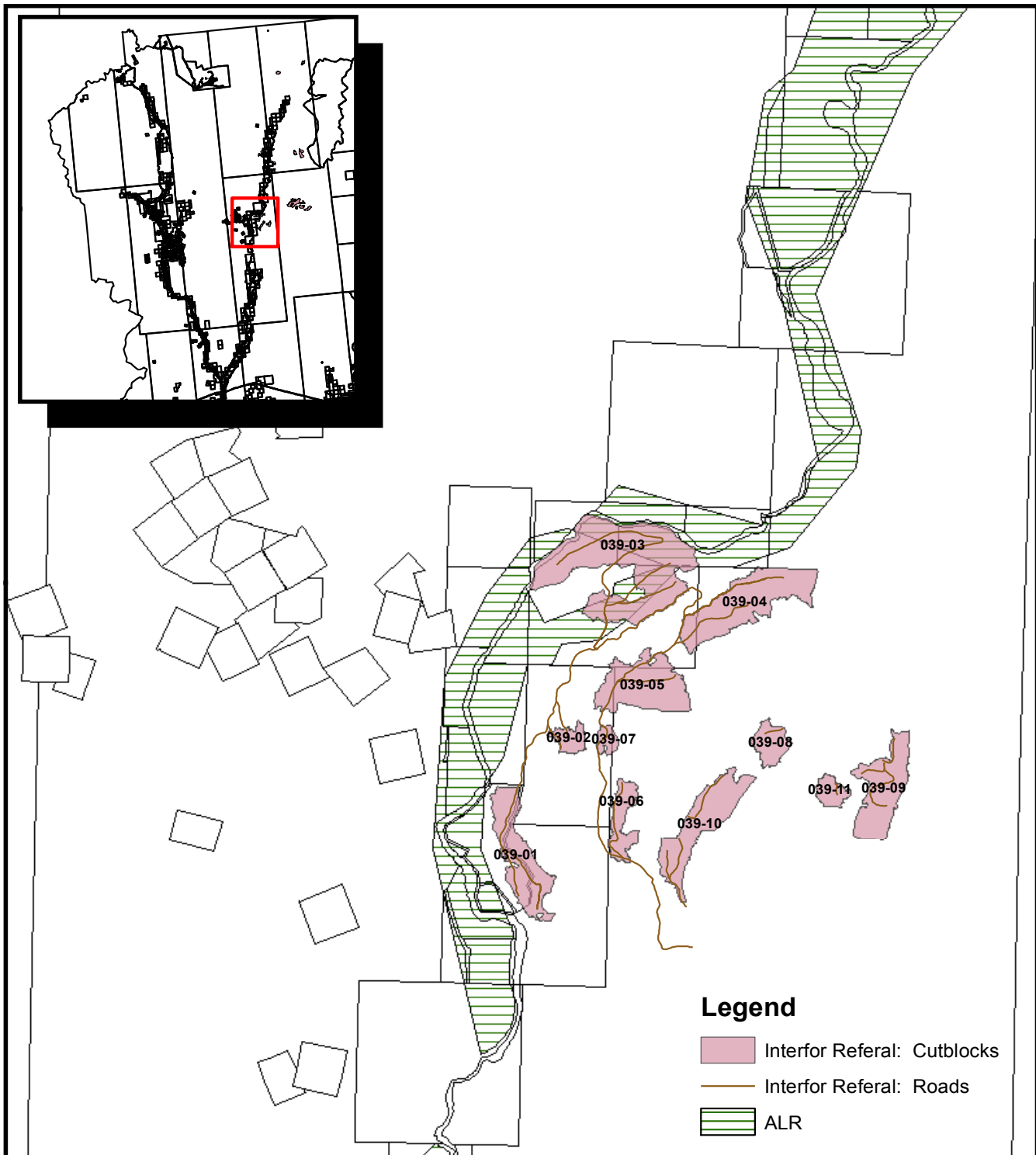
ALR Map CP 039

15 December, 2014

Scale 1:50,000



0 0.5 1 2 3
Kilometers



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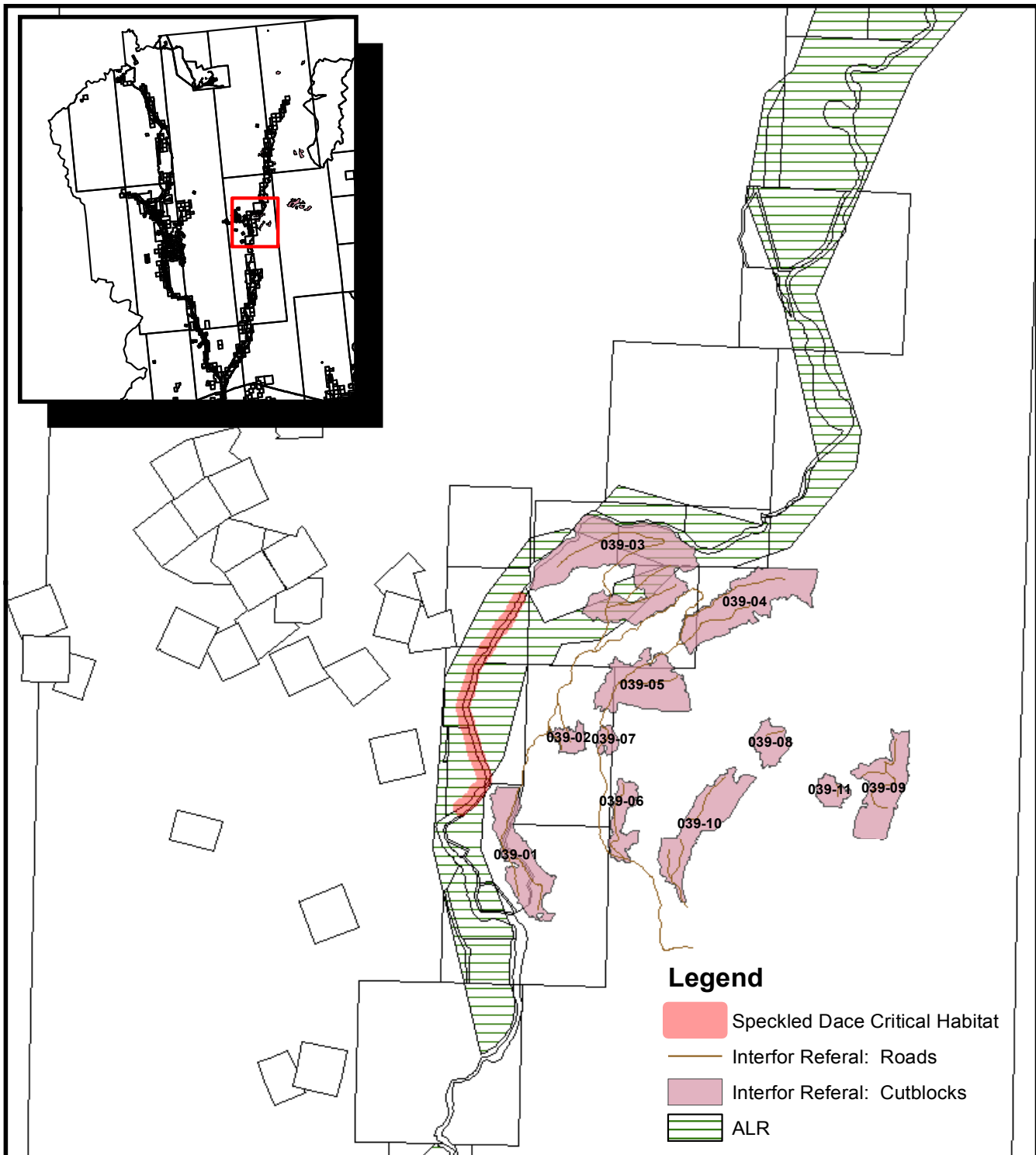
18 December, 2014

Speckled Dace Habitat Map CP 039

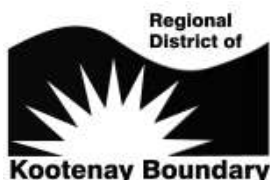
Scale 1:50,000



0 0.5 1 2 3
Kilometers



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STAFF REPORT

Prepared for meeting of January 2015

Crown Referral - Residential Use Application			
To: Chair McGregor and Members of the RDKB Board of Directors			
Owner: Province of British Columbia, Crown Land		File No: C-3013S-09099.100	
Applicants: Robert A. Mallach and Sharon A. Mallach			
Location: 2629 Highway 3, Christina Lake, Electoral Area 'C'/Christina Lake			
Legal Description: Lot 1, DL 3013s, Similkameen Division of Yale District, Plan KAP 11602		Area: 1.68 acres (6798.7m ²)	
OCP Designation: Waterfront Residential	Zoning: Waterfront Residential 2 (R2)	ALR status: No	DP Area: Waterfront Environmentally Sensitive
Contact Information: Robert Mallach 1124 Kelview Street Kelowna, BC, V1Y 3N8 (250) 862-1087 rmallach@hotmail.com			
Report Prepared by: Carly Rimell, Planner			

ISSUE INTRODUCTION

Robert Mallach has applied to purchase the Crown Land lease for recreational residential use. The applicants have held the lease on this parcel since 1994 and have opted to purchase.

HISTORY / BACKGROUND FACTORS

The property is designated 'Waterfront Residential' in the Area 'C' OCP and zoned 'Waterfront Residential 2' (R2) in the Area 'C' Zoning Bylaw. The parcel is adjacent to similar seasonal recreational properties on the west side of the highway. The parcel also

abuts Christina Lake, placing it within the Waterfront Environmentally Sensitive Development Permit Area (*see Site Location Map*). The applicant proposes no new facilities or additional infrastructure at this time.

PROPOSAL

The applicants propose to purchase the land from the Crown. They will continue with regular recreational residential activities that have taken place on this property since 1994. There are no new plans proposed to change the current facilities or infrastructure (*see Subject Property*).

IMPLICATIONS

The parcel is within the Environmentally Sensitive Waterfront Development Permit Area. Future development of facilities or infrastructure will need to abide by the regulations set out by the OCP and Zoning Bylaw.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C'/Christina Lake Advisory Planning Commission had no objections or comments for the proposed residential use application.

BACKGROUND INFORMATION PROVIDED

Site Location Map

Subject Property Map

RECOMMENDATION

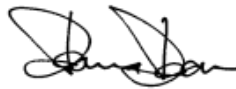
That the staff report regarding a referral from FrontCounterBC submitted by Robert Mallach to purchase the Crown Land lease for recreational residential use on Christina Lake, be received.

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounterBC that the application submitted by Robert Mallach to purchase the Crown Land lease legally described as Lot 1, DL 3013s, Similkameen Division of Yale District, Plan KAP 11602 for recreational residential use on Christina Lake, is supported.

Respectfully Submitted:

Concurrence: (Department Head)

Concurrence: (CAO)



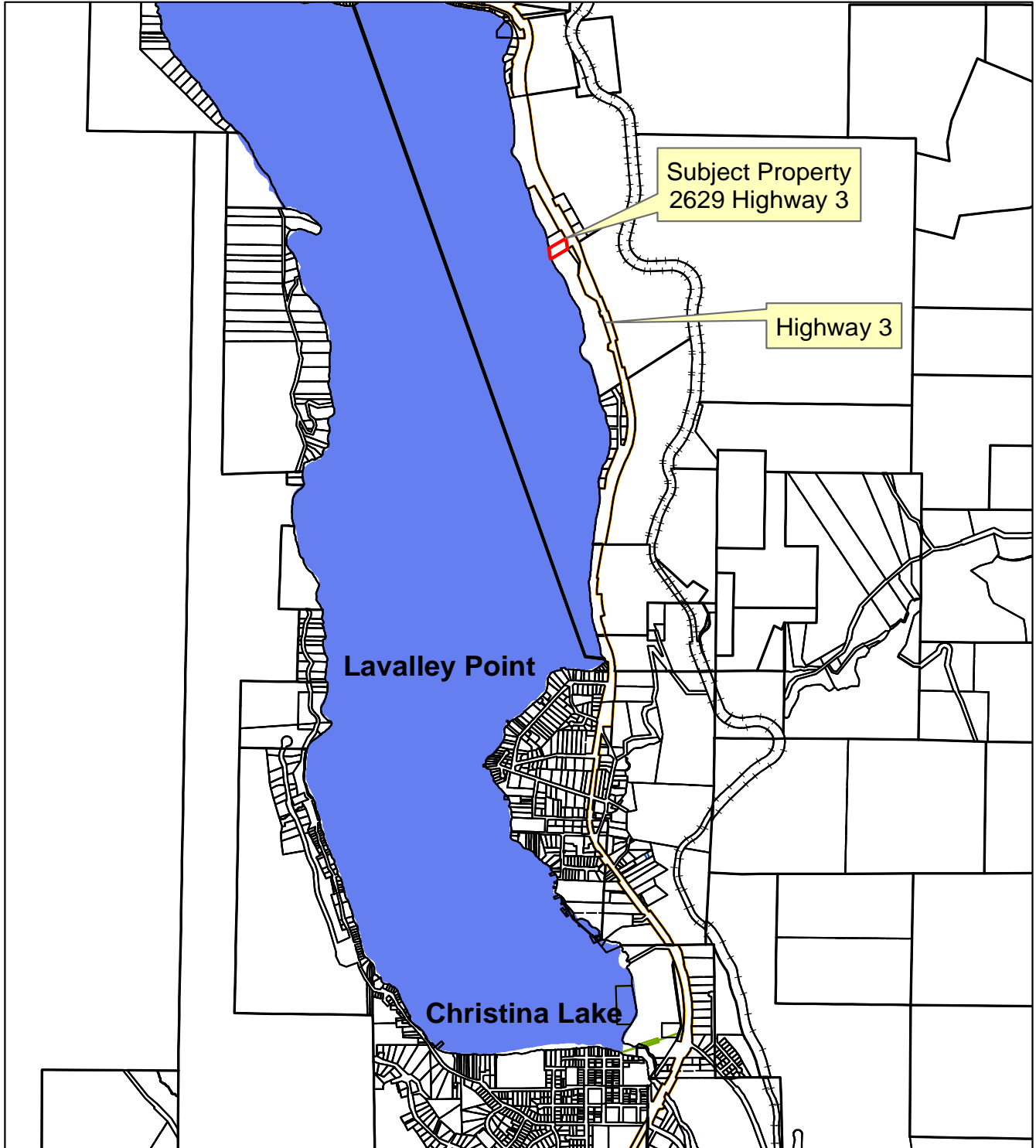
2014/12/10

Site Location Map

Scale 1:30,000



0 250 500 1,000 1,500
Meters



P:\PD\EA\IC-3013s-09099.100 Mallach\APC\2014-12-10 Site Location Map



STAFF REPORT

Prepared for meeting of January 2015

FrontCounterBC Referral Communications Site Crown Land License of Occupation Amendment			
To: Chair McGregor and Members of the RDKB Board of Directors			
Applicant: FortisBC		File No: E-10	
Location: Unsurveyed Crown Land north of Jewel Lake, Electoral Area 'E'/West Boundary			
Legal Description: Unsurveyed Crown Land, in the vicinity of Mt. Roderick Dhu, SDYD - License No. 402456		Area: 0.2 hectares (2010 m ²)	
OCP Designation: N/A	Zoning: N/A	ALR status: Out	DP Area: N/A
Contact Information: Jessie Lunan FrontCounterBC Kootenay Boundary Region 1902 Theatre Road Cranbrook, BC V1C 7G1 Phone: 250-420-2169 jessie.lunan@gov.bc.ca		Proponent: Ben Van der Star FortisBC 16705 Fraser Highway Surrey, BC V4N 0E8 Phone: 604-592-7790 ben.vanderstar@fortisbc.com	
Report Prepared by: Carly Rimell, Planner			

ISSUE INTRODUCTION

FrontCounterBC has invited the Regional District of Kootenay Boundary to comment on an application to amend an existing License of Occupation issued to FortisBC for a communications facility on Crown land, approximately 1500m north of Jewel Lake (*see Site Location Map*).

HISTORY / BACKGROUND FACTORS

There is an existing License of Occupation for a 120' x 60' parcel which includes a FortisBC tower and a FortisBC building on top of Mount Roderick Dhu.

Page 1 of 3

P:\PD\General Files\E-10-Referrals\2015\FortisBC_Jan_Communication_Site\Board\2015-01-12 Referral FortisBC Board.docx

To the south of the existing tenure there is a lookout cabin, lookout tower, highway's radio tower and a power line (*see Applicant's Photos*).

PROPOSAL

FortisBC requests to amend the License of Occupation in order to add additional area. The existing tenure is 120' x 60', and the applicant proposes a 120' x 120' addition (*see Subject Property Map*).

The additional area would include the lookout cabin and lookout tower to the south of the existing License of Occupation. These structures were put up for auction and FortisBC purchased these existing structures as their tower was running at maximum capacity. Considering the location of the existing buildings, and the need for additional capacity FortisBC chose to move forward by applying to expand their License of Occupation.

There are no other changes to the terms or conditions of the license.

IMPLICATIONS

Electoral Area 'E'/West Boundary has no OCP or zoning bylaws in place, which might have provided policies and objectives on this application. Even if there were policies, they may not be applicable, as the licensing authority rests with Industry Canada.

The Management Plan prepared by the applicant stated potential impacts on: land, air, water, fish and wildlife are not applicable to this application.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'E'/West Boundary Advisory Planning Commission provided the following comments:

"Observations:

- Fortis could consider putting a fence around its current land for security purposes.
- Forestry has decommissioned the use of the forestry lookout tower at this location as of 2014. Additional information on the status of this tower could be obtained from the Forestry Protection Branch, SE Fire Centre in Castlegar.
- The application does not **make it clear what Fortis' future plan is for the use of this area including the requested expansion.**
- Many were asking why Fortis would want to do with this additional land.

Additional Information Received January 8, 2015:

The District received some additional information from FortisBC as follows:

- FortisBC confirmed that the lookout tower and radio tower are no longer in use and were put up for auction.
- FortisBC acquired the towers.
- According to FortisBC, its existing tower is running at capacity. Any future expansion would be facilitated by the expansion of a license of occupation that could take place to include the existing structures.

Recommendations:

- The Committee, on January 7, 2015 reserved its opinion until additional information is provided to the potential use of this land both short-term and long-term.
- The Committee requested additional information, and then this request should come back to the Area 'E' APC.
- Based on the additional information received on January 8, 2015 and based on the e-mail responses from the committee members, the Committee will support this application for FortisBC to acquire the additional land including the lookout and radio towers."

PLANNING AND DEVELOPMENT COMMENTS

After the additional information was provided to the APC members on January 8th, 2015 the committee members were in support of Fortis' expansion of License of Occupation.

BACKGROUND INFORMATION PROVIDED

Site Location Map

Applicant's Photos

Subject Property Map

RECOMMENDATION

That the staff report regarding a referral from FrontCounterBC submitted by FortisBC to amend an existing License of Occupation issued to FortisBC for a communications facility on Crown land on top of Mount Roderick Dhu, be received.

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounterBC that the application submitted by Fortis BC to amend an existing License of Occupation No.402456 for a communications facility on Crown land in the vicinity of Mount Roderick Dhu is supported, and that the Advisory Planning Commission comments be provided to FrontCounterBC for consideration.

Respectfully Submitted:

Concurrence: (Department Head)

Concurrence: (CAO)

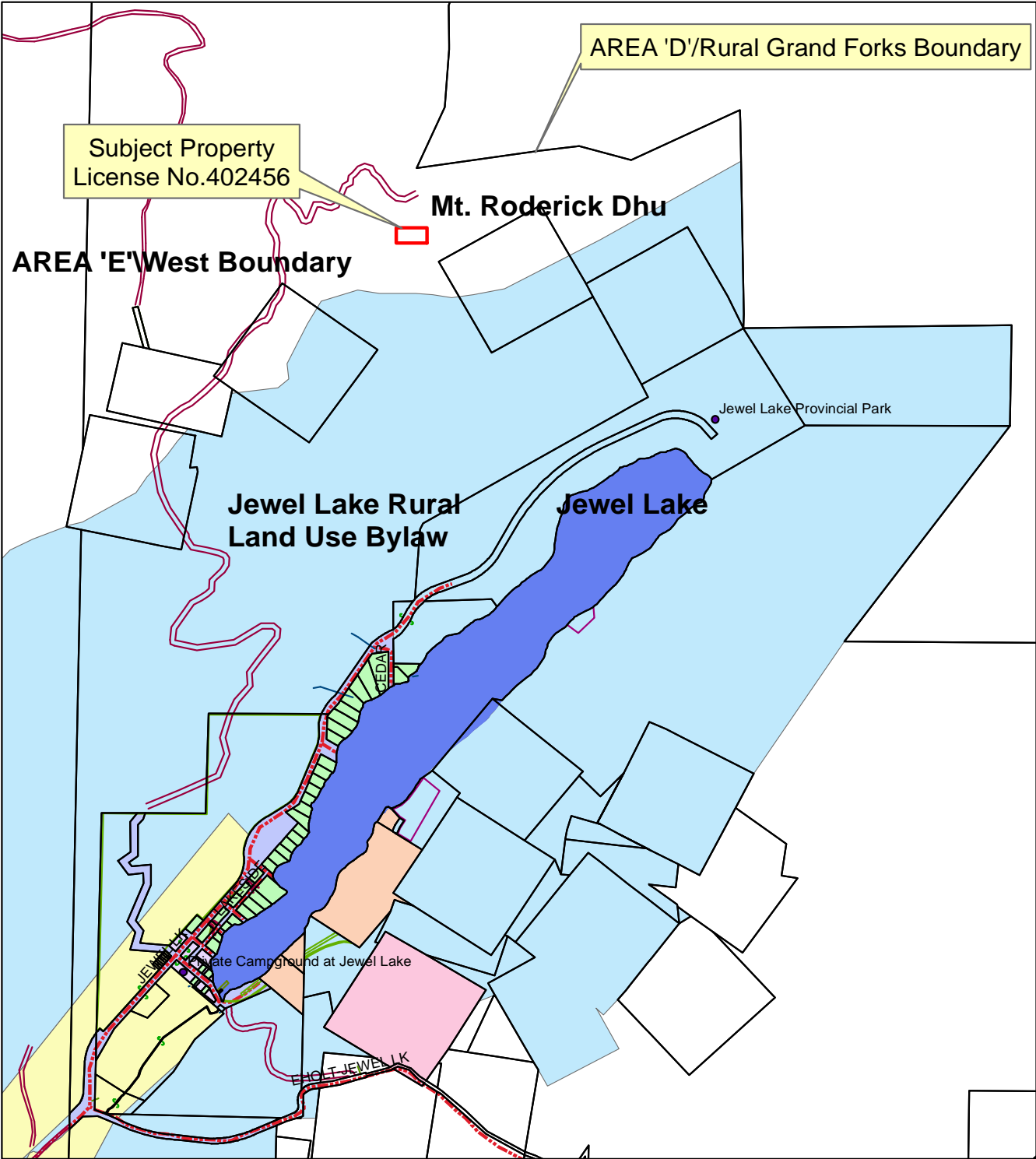
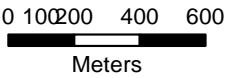




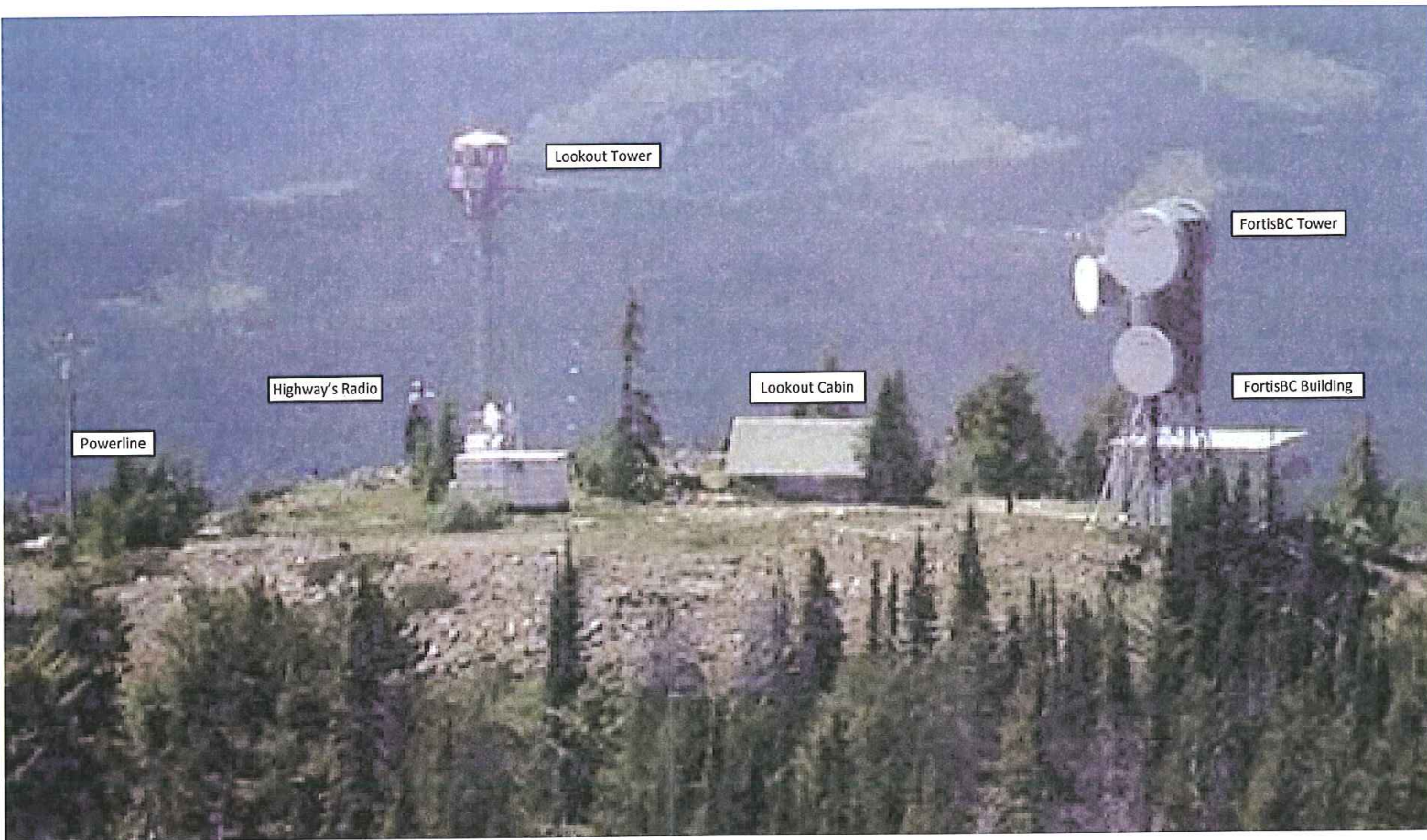

2014/12/17

Site Location Map

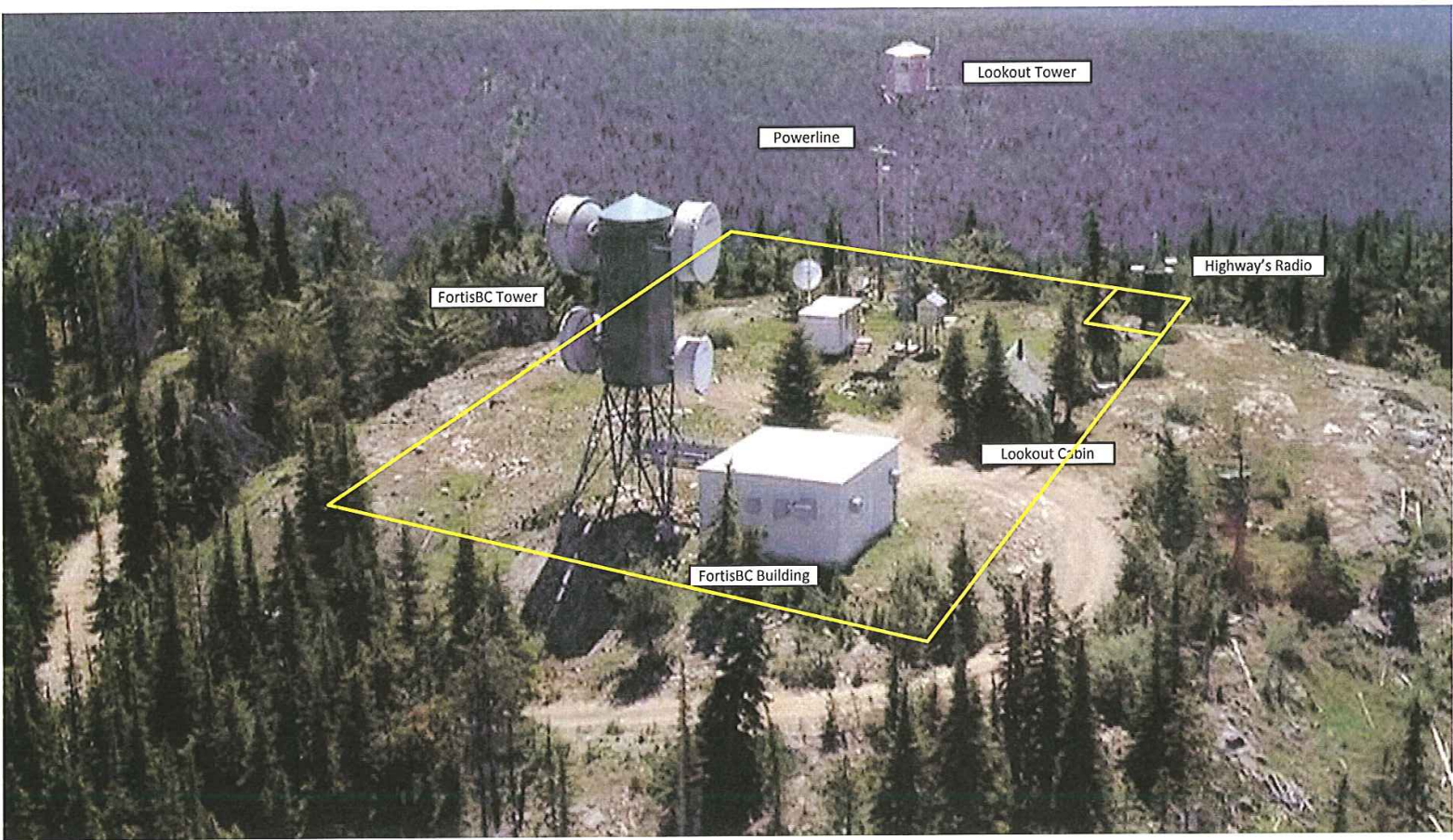
Scale 1:20,000



P:\PD\General Files\10-Referrals\2015\FortisBC_Jan_Communication_Site\2014-12-16 Site Location Map



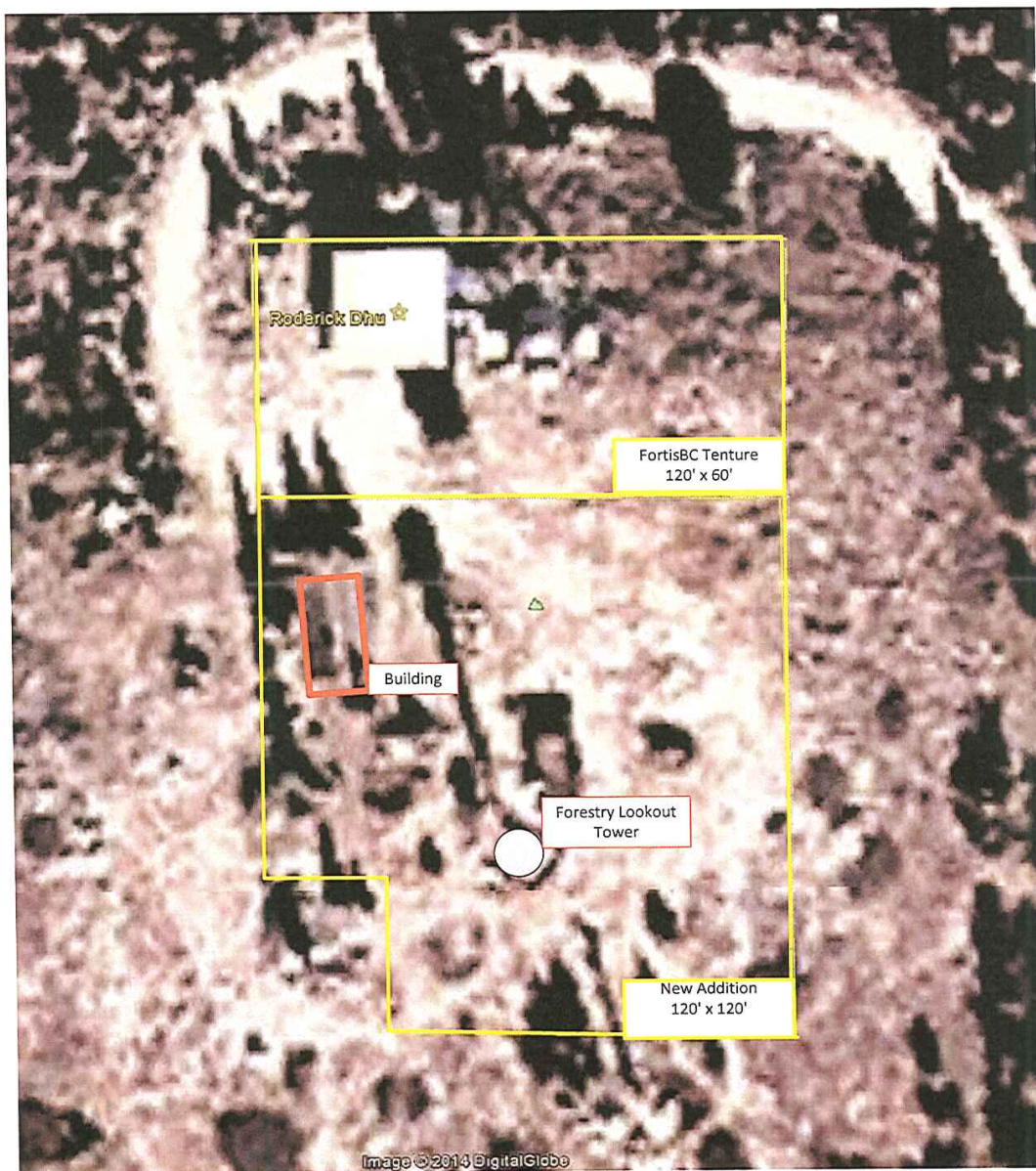
Roderick Dhu - 0285



Roderick Dhu - 0288

Subject Property Map

Tenure increase to add
existing tower and
building area to FortisBC
existing tenure



36.58 x 36.58

**STAFF REPORT**

Date:	January 9, 2015	File:	
To:	Chair McGregor and Board of Directors		
From:	Mark Andison, General Manager of Operations / Deputy CAO		
RE:	2014 Year End Building Statistics		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding the 2014 Building Statistics.

History / Background Factors

The Building Department is submitting the 2014 statistics for total construction values, number of building permits and total permit fees collected for Electoral Areas A, B, C, D, E, Big White and Fruitvale, Greenwood, Midway, Montrose, Trail and Warfield.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The volume of building permits processed by the RDKB Building Inspection Department decreased from 450 in 2013 to 400 in 2014. A contributing factor in this was the withdrawal of the City of Grand Forks from its contract with the RDKB for building inspection services in mid-2013. Staffing levels in RDKB Building Inspection Department were reduced by one building official to compensate for the City of Grand Forks withdrawal and reduced building volumes elsewhere in the region. The total value of construction decreased considerably from \$33,797,183 in 2013 to \$17,190,864 in 2014.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- A comparison report is attached indicating the number of permits and total construction values for the years 2013 and 2014.

Alternatives

1. Receipt.

Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding the 2014 Building Statistics be received.

Respectfully submitted:



Concurrence:

(Dept. Head)

Concurrence:

(C.A.O.)

BUILDING REPORT - MUNICIPALITIES - YEAR ENDING DECEMBER, 2014

MUNICIPALITY	PERMIT FEE	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE				
SFD	\$0	0	0	\$0
MOBILE / MODULAR	\$438	2	2	\$266,800
ADD / ALTER / REPAIR	\$2,239	20	0	\$268,000
CARPORT / GARAGE	\$0	0	0	\$0
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$520	2	0	\$71,000
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$410	1	0	\$65,000
DEMOLITION	\$50	1	0	\$1,000
RENEWAL	\$50	1	0	\$130,000
TOTAL	\$3,707	27	2	\$801,800
GREENWOOD				
SFD	\$0	0	0	\$0
MOBILE / MODULAR	\$0	0	0	\$0
ADD / ALTER / REPAIR	\$1,074	1	0	\$139,230
CARPORT / GARAGE	\$1,155	3	0	\$127,440
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$803	4	0	\$98,500
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$0	0	0	\$0
RENEWAL	\$0	0	0	\$0
TOTAL	\$3,032	8	0	\$365,170
MIDWAY				
SFD	\$0	0	0	\$0
MOBILE / MODULAR	\$0	0	0	\$0
ADD / ALTER / REPAIR	\$626	5	0	\$66,200
CARPORT / GARAGE	\$210	2	0	\$22,500
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$0	0	0	\$0
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$0	0	0	\$0
RENEWAL	\$0	0	0	\$0
TOTAL	\$836	7	0	\$88,700
MONTROSE				
SFD	\$0	0	0	\$0
MOBILE / MODULAR	\$0	0	0	\$0
ADD / ALTER / REPAIR	\$2,258	12	0	\$245,375
CARPORT / GARAGE	\$537	4	0	\$54,500
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$0	0	0	\$0
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$0	0	0	\$0
RENEWAL	\$0	0	0	\$0
REFUND	-\$480	0	0	\$0
TOTAL	\$2,315	16	0	\$299,875
TRAIL				
SFD	\$9,419	4	4	\$1,190,500
MOBILE / MODULAR	\$461	1	1	\$210,000
ADD / ALTER / REPAIR	\$10,260	78	0	\$1,143,607
CARPORT / GARAGE	\$724	7	0	\$83,800
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$5,304	18	0	\$1,133,508
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$1,535	2	0	\$199,500
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$1,378	3	0	\$225,000
DEMOLITION	\$120	2	0	\$3,000
RENEWAL	\$50	1	0	\$2,000
TOTAL	\$29,251	116	5	\$4,190,915
WARFIELD				
SFD	\$5,588	2	2	\$692,000
MOBILE / MODULAR	\$0	0	0	\$0
ADD / ALTER / REPAIR	\$3,457	21	0	\$378,094
CARPORT / GARAGE	\$114	2	0	\$13,400
SWIMMING POOL	\$458	1	0	\$56,000
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$0	0	0	\$0
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$60	1	0	\$500
RENEWAL	\$0	0	0	\$0
TOTAL	\$9,677	27	2	\$1,139,994

BUILDING REPORT - ELECTORAL AREAS - YEAR ENDING DECEMBER, 2014

ELECTORAL AREA	PERMIT FEE	# PERMITS	# UNITS	TOTAL VALUE
AREA 'A'				
SFD	\$2,296	1	1	\$300,000
MOBILE / MODULAR	\$900	3	3	\$504,000
ADD / ALTER / REPAIR	\$1,408	7	0	\$146,000
CARPORT / GARAGE	\$2,532	10	0	\$309,840
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$50	1	0	\$5,000
INDUSTRIAL	\$0	1	0	\$25,000
INDUSTRIAL ADD / ALT	\$370	1	0	\$50,000
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$922	1	0	\$128,750
DEMOLITION	\$0	0	0	\$0
RENEWAL	\$45	1	0	\$50,000
TOTAL	\$8,523	26	4	\$1,518,590
AREA 'B'				
SFD	\$1,104	1	1	\$140,000
MOBILE / MODULAR	\$153	1	1	\$149,000
ADD / ALTER / REPAIR	\$835	9	0	\$91,100
CARPORT / GARAGE	\$916	4	0	\$104,000
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$496	2	0	\$65,000
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$932	1	0	\$128,000
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$440	1	0	\$55,000
DEMOLITION	\$60	1	0	\$5,000
RENEWAL	\$0	0	0	\$0
REFUND	-\$78	0	0	\$0
TOTAL	\$4,858	20	2	\$737,100
AREA 'C'				
SFD	\$16,806	6	6	\$2,167,000
MOBILE / MODULAR	\$204	1	1	\$174,800
ADD / ALTER / REPAIR	\$2,088	20	0	\$221,400
CARPORT / GARAGE	\$5,044	12	0	\$336,000
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$241	2	0	\$19,000
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$340	6	0	\$257,000
RENEWAL	\$500	10	0	\$106,000
TOTAL	\$25,223	57	7	\$3,281,200
AREA 'D'				
SFD	\$7,687	4	4	\$950,600
MOBILE / MODULAR	\$2,739	4	4	\$568,000
ADD / ALTER / REPAIR	\$2,070	14	0	\$250,500
CARPORT / GARAGE	\$4,535	23	0	\$539,600
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$50	1	0	\$5,000
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$320	6	0	\$19,000
RENEWAL	\$50	1	0	\$3,000
TOTAL	\$17,451	53	8	\$2,335,700
AREA 'E'				
SFD	\$8,806	6	6	\$1,002,000
MOBILE / MODULAR	\$216	2	2	\$7,160
ADD / ALTER / REPAIR	\$2,648	6	0	\$318,000
CARPORT / GARAGE	\$2,546	13	0	\$319,660
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$0	0	0	\$0
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$0	0	0	\$0
RENEWAL	\$0	0	0	\$0
TOTAL	\$14,216	27	8	\$1,646,820
AREA 'BIG WHITE'				
SFD	\$0	0	0	\$0
MOBILE / MODULAR	\$0	0	0	\$0
ADD / ALTER / REPAIR	\$2,386	10	0	\$297,000
CARPORT / GARAGE	\$0	0	0	\$0
COMMERCIAL	\$0	0	0	\$0
COMMERCIAL ADD / ALT	\$3,604	6	0	\$488,000
INDUSTRIAL	\$0	0	0	\$0
INDUSTRIAL ADD / ALT	\$0	0	0	\$0
INSTITUTIONAL	\$0	0	0	\$0
INSTITUTIONAL ADD / ALT	\$0	0	0	\$0
DEMOLITION	\$0	0	0	\$0
RENEWAL	\$0	0	0	\$0
TOTAL	\$5,990	16	0	\$785,000

COMPARISON BUILDING REPORT FOR 2013 AND 2014 (TO THE END OF DECEMBER, 2014)

AREA	# PERMITS	# UNITS	TOTAL VALUE
FRUITVALE			
Year Ending 2014	27	2	\$801,800
Year Ending 2013	39	5	\$2,043,124
GREENWOOD			
Year Ending 2014	8	0	\$365,170
Year Ending 2013	6	0	\$72,560
MIDWAY			
Year Ending 2014	7	0	\$88,700
Year Ending 2013	4	2	\$729,180
MONTROSE			
Year Ending 2014	16	0	\$299,875
Year Ending 2013	22	1	\$368,722
TRAIL			
Year Ending 2014	116	5	\$4,190,915
Year Ending 2013	145	5	\$13,893,234
WARFIELD			
Year Ending 2014	27	2	\$1,139,994
Year Ending 2013	32	0	\$1,070,061
AREA 'A'			
Year Ending 2014	26	4	\$1,518,590
Year Ending 2013	32	4	\$958,540
AREA 'B'			
Year Ending 2014	20	2	\$737,100
Year Ending 2013	24	5	\$1,474,583
AREA 'C'			
Year Ending 2014	57	7	\$3,281,200
Year Ending 2013	46	7	\$2,928,100
AREA 'D'			
Year Ending 2014	53	8	\$2,335,700
Year Ending 2013	46	7	\$2,573,751
AREA 'E'			
Year Ending 2014	27	8	\$1,646,820
Year Ending 2013	39	13	\$2,603,428
AREA 'BIG WHITE'			
Year Ending 2014	16	0	\$785,000
Year Ending 2013	15	1	\$5,081,900
TOTAL YEAR ENDING 2014	400	38	\$17,190,864
TOTAL YEAR ENDING 2013	450	50	\$33,797,183

**STAFF REPORT**

Date:	January 5, 2015	File:	
To:	Chair McGregor and Board of Directors		
From:	Mark Andison, General Manager of Operations / Deputy CAO		
RE:	BUILDING BYLAW CONTRAVENTION 5843 3RD STREET, BEAVERDELL, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 027-071-791 LOT A, D.L. 1545, SDYD, PLAN KAP83857 OWNER: CHRISTIAN BOND		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owner has located a mobile home at the above referenced property without first obtaining a building permit.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The filing of a Notice on Title against the above mentioned property pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Letter dated January 5, 2015 inviting the Owner to the January 29, 2015 Board Meeting;
- Staff Report dated October 21, 2014 submitted to the Board regarding the building bylaw contravention.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

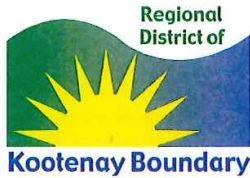
1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1545, SDYD, Plan KAP83857.

Respectfully submitted:



Concurrence:

(C.A.O.)



January 5, 2015

Christian Bond
PO Box 18
Beaverdell, B.C. V0H 1A0

**Re: Location of Mobile Home without a Building Permit
5843 3rd Street, Beaverdell, B.C., Electoral Area 'E'
Contravention of Building Bylaw No. 449
Lot A, D.L. 1545, SDYD, Plan KAP83857**

On October 30, 2014 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 695 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filled. The Board has therefore, adopted the following resolution.

"That Christian Bond be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Lot A, D.L. 1545, SDYD, Plan KAP83857".

This hearing before the Board of Directors is scheduled for Thursday, January 29, 2015 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 2140 Central Avenue, Grand Forks, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by January 21, 2015. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 695 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

Theresa Lenardon
Manager of Corporate Administration

Attachment

/sb



**STAFF REPORT**

Date:	October 21, 2014	File:	
To:	Chair McGregor and Board of Directors		
From:	Mark Andison, General Manager of Operations / Deputy CAO		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 5843 3RD STREET, BEAVERDELL, B.C. ELECTORAL AREA OF WEST BOUNDARY (AREA 'E') PARCEL IDENTIFIER: 027-071-791 LOT A, D.L. 1545, SDYD, PLAN KAP83857 OWNER: CHRISTIAN BOND		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owner, Christian Bond, has **located a mobile home** at the above referenced property without first obtaining a building permit.

- Aug. 27, 2014 Site inspection and Stop Work Order posted;
- Aug. 29, 2014 **First registered letter** mailed to owner requesting a response by September 26, 2014;
- Sept. 26, 2014 **Second registered letter** mailed to owner requesting a response by October 27, 2014;
- Oct. 15, 2014 First registered letter returned "unclaimed";
- Oct. 20, 2014 Second registered letter returned "unclaimed";
- Oct. 21, 2014 To date, we have had no response or submitted documentation by the owner.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner:

- 12.1 (b) Obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity,

Staff Report
October 30, 2014
Page 1 of 2

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 September 26, 2014;
- Registered letter dated August 19, 2014.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

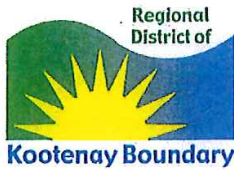
Recommendation(s)

1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Christian Bond, 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. 1545, SDYD, Plan KAP83857.

Respectfully submitted:



Concurrence:
(C.A.O.)



September 26, 2014

REGISTERED

Christian Bond
Box 18
Beaverdell, B.C.
V0H 1A0

Re: STOP WORK ORDER – LOCATE A MOBILE HOME
5843 3rd Street, Beaverdell, B.C.
Lot A, Plan KAP83857, DL 1545

A review of the above referenced file indicates that we have not received the documentation requested in our letter dated August 29, 2014. A **Stop Work Order** was posted on August 27, 2014 for locating a mobile at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by **October 27, 2014**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

A handwritten signature in blue ink, appearing to read "R Silva".

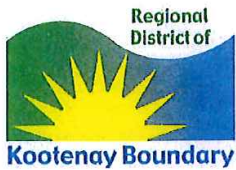
Robert Silva, RBO
Building & Plumbing Official

RS:rt
Attachment

RECEIVED
OCT 20 2014

REGIONAL DISTRICT OF KOOTENAY
BOUNDARY





August 29, 2014

REGISTERED

Christian Bond
Box 18
Beaverdell, B.C.
V0H 1A0

Re: STOP WORK ORDER – LOCATE A MOBILE HOME
5843 3rd Street, Beaverdell, B.C.
Lot A, Plan KAP83857, DL 1545

This letter confirms the posting of a **Stop Work Order** on August 27, 2014 for locating a mobile at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, **buildings to be moved**, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by **September 26, 2014**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

A handwritten signature in blue ink, appearing to read "R. Silva".

Robert Silva, RBO
Building & Plumbing Official

RECEIVED
OCT 15 2014

REGIONAL DISTRICT OF KOOTENAY
BOUNDARY

RS:rt
Attachment



**STAFF REPORT**

Date:	January 5, 2015	File:	
To:	Chair McGregor and Board of Directors		
From:	Mark Andison, General Manager of Operations / Deputy CAO		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> 2254 RALPH ROAD, FRUITVALE, B.C. ELECTORAL AREA 'A' PARCEL IDENTIFIER: 009-592-849 LOT 1, D.L. 1236, KD, PLAN 15503 OWNERS: RONNI-LYNN SULLIVAN		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owner, Ronni-Lynn Sullican, has **constructed a single family dwelling** at the above referenced property without completion of a final inspection and occupancy permit.

Oct. 13, 2004	Building permit application and documentation was received for construction of a single family dwelling;
Oct. 20, 2004	Building permit 04-1162A issued for construction of a single family dwelling;
Nov. 5, 2004	Footing inspection;
Dec. 10, 2004	Prior to backfill inspection;
March 21, 2005	Underslab plumbing inspection;
April 8, 2005	Framing and plumbing inspection;
June 24, 2005	Insulation and vapour barrier inspection;
March 30, 2012	Telephone conversation with owner requesting required documentation prior to a final inspection;
Aug. 10, 2012	Letter to owner requesting required documentation prior to a final inspection by August 24, 2012;
Sept. 18, 2012	First registered letter mailed to owner requesting a response by October 2, 2012;

Staff Report
January 29, 2015
Page 1 of 3

Oct. 23, 2012	Final inspection conducted, two items not completed;
Jan. 29, 2014	Second registered letter mailed to owner requesting a response by February 21, 2014;
Feb. 18, 2014	Canada Post confirmation that the letter was unclaimed;
March 21, 2014	Third registered letter to owner requesting a response by April 12, 2014;
April 10, 2014	Canada Post confirmation that the letter was unclaimed;
April 24, 2014	Telephone call from owner to verify progress and final re-inspection request;
May 20, 2014	Final re-inspection conducted, two items not completed;
July 11, 2014	Telephone call from owner to verify progress;
Jan. 5, 2015	To date, we have had no further response by the owner.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 (1985) states:

Prohibition:

7.2 No person shall occupy or use any building or part thereof contrary to the terms of any permit, notice or certificate given by the authority having jurisdiction;

Duties of the Owner:

12.1 Every owner shall:

- (h) give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work;
- (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or portion of the building.

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 March 21, 2014;
- Registered letter dated January 29, 2014;
- Registered letter dated September 18, 2012;
- Building permit 04-1162A.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

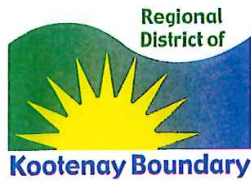
1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors invite the owner, Ronni-Lynn Sullivan, to appear before the Board to make a presentation relevant to the filing of a Notice in the 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 1, D.L. 1236, KD, Plan 15503.

Respectfully submitted:



Concurrence:

(C.A.O.)



March 21, 2014

Ronni Sullivan
PO Box 1036
Fruitvale, B.C. V0G 1L0

REGISTERED MAIL

**Re: Construct Single Family Dwelling
2254 Ralph Road, Electoral Area 'A'
Building Permit No. 04-1162A**

Further to our letter dated August 10, 2012, registered letters dated September 18, 2012 and January 29, 2014 and numerous conversations; we have not received a mechanical ventilation form or done a final re-inspection for occupancy. No final re-inspection has been conducted as required under the Regional District of Kootenay Boundary Building Bylaw No. 984.

Section 12.1 (h) states that;

Every owner shall give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:

- (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or portion of the building.

If we do not receive the documentation by **April 12, 2014**, we will recommend to the Regional District of Kootenay Boundary Board of Directors that a notice be registered on title pursuant to Section 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 regarding the above, please contact the undersigned at (250) 368-0222.

Yours truly,

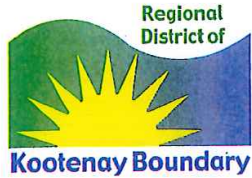
Brian Zanussi
Building and Plumbing Official

cc: Mark Andison, General Manager of Operations / Deputy CAO

Attachments

/sb





January 29, 2014

REGISTERED MAIL

Ronni Sullivan
PO Box 1036
Fruitvale, B.C. V0G 1L0

**Re: Construct Single Family Dwelling
2254 Ralph Road, Electoral Area 'A'
Building Permit No. 04-1162A**

We have reviewed your 2004 building permit file for the above referenced property and noted that the last inspection was conducted on October 23, 2012 for a final inspection; see attached. It has been noted that no final re-inspection has been conducted as required under the Regional District of Kootenay Boundary Building Bylaw.

Section 12.1 (h) states that;

Every owner shall give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:

- (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or portion of the building.

Prior to the final re-inspection the following documentation is required;

1. Mechanical Ventilation Checklist (attached) – contractor – Kootenay Plumbing – David Murdoch (250-365-2991);
2. Plumbing Installation Form from the same above noted contractor has been RECEIVED.

The above noted items do not limit further information being requested prior to the Final Inspection. Failure to comply may result in legal action.

Please call for a final inspection by **February 21, 2014**.

If you have any questions regarding the above, please contact the undersigned at (250) 368-0222.

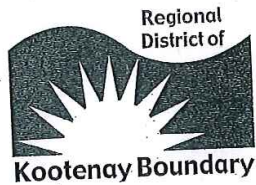
Yours truly,


Brian Zanussi
Building and Plumbing Official

cc: Mark Anderson, General Manager of Operations / Deputy CAO

Attachments





September 18, 2012

REGISTERED MAIL

Ronni Sullivan
PO Box 1036
Fruitvale, B.C. V0G 1L0

**Re: Construct Single Family Dwelling
2254 Ralph Road, Electoral Area 'A'
Building Permit No. 04-1162A**

Further to our letter dated June 1, 2012, letter dated August 10, 2012 and conversations, we have not received a Mechanical Ventilation Checklist or Plumbing Installation form so we can do a final inspection as required under the Regional District of Kootenay Boundary Building Bylaw.

Section 12.1 (h) states that;

Every owner shall give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:

- (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or portion of the building.

Please call for a final inspection by **October 2, 2012**. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned at (250) 368-0222.

Yours truly,

A handwritten signature in black ink, appearing to read "Brian Zanussi", is written over a horizontal line.

Brian Zanussi
Building and Plumbing Official

cc: Sig Dreher, Chief Building Official

Attachments

No. 04-1162A

INSPECTION CALLS: (250) 368-0222

Regional District of Kootenay BoundaryDATE PERMIT
GRANTED: **Oct 20, 04**BUILDING INSPECTION DEPARTMENT
202-843 Rossland Ave., Trail, B.C. V1R 4S8PERMIT TO CONSTRUCT, ERECT, INSTALL, ALTER, ADD TO, REPAIR, MOVE,
OR DEMOLISH, A BUILDING, STRUCTURE, OR PLUMBING

PURSUANT TO THE APPLICABLE REGULATIONS ROBERT BAXTER		ADDRESS: 2276 DANIEL STREET TRAIL, 1		TELEPHONE:	
BEING THE OWNER OR ACTING WITH CONSENT OF THE OWNER IS HEREBY GRANTED					
A PERMIT TO: CONSTRUCT SINGLE FAMILY DWELLING					
AT: 2254 RALPH RD				FOLIO: 711 05396.100	
LOT: 1	BLOCK:	RANGE:	D.L. 1236	PLAN: 15503	LD:
OWNER: ROBERT BAXTER		ADDRESS: TRAIL, B.C.		TELEPHONE:	
CONTRACTOR:		ADDRESS:		TELEPHONE:	
<p>PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS:</p> <p>ALL WORK TO CONFORM TO THE 1998 B.C. BUILDING CODE AND ALL RELEVANT AREA 'A' BYLAWS; BUILDING PERMIT RESTRICTIONS FORM PART OF THIS PERMIT; MINIMUM SETBACKS: FRONT 7.5M, INTERIOR SIDE 3M, REAR 4.5M; PROPERTY PINS TO BE IDENTIFIABLE; SEE NOTES ON PLANS; CALL FOR ALL INSPECTIONS LISTED BELOW; MECHANICAL VENTILATION CHECKLIST 'C' TO BE SUBMITTED PRIOR TO THE FRAMING INSPECTION; STAMPED ENGINEERED TRUSS DESIGNS AND LAYOUT FOR 88 PSF GROUND SNOW LOAD TO BE SUBMITTED PRIOR TO FRAMING INSPECTION; ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF INSPECTION; CERTIFICATE OF 'PLUMBING INSTALLATION FORM' TO BE SUBMITTED PRIOR TO OCCUPANCY; SCHEDULE 'C-B' TO BE SUBMITTED FROM ALL REGISTERED PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY.</p>					

		FEES
AREA OF LIVING SPACE		
CONSTRUCTION VALUE	\$ 115000	
BUILDING PERMIT FEE		\$ 805
PLUMBING FIXTURES	13	\$ 130
DEMOLITION		
OTHER		
SUB-TOTAL		\$ 935
TITLE SEARCH		\$ 10
TOTAL		\$ 945
LESS DEPOSIT		
BALANCE OWING		\$ 945

WAIVER OF INDEMNITY

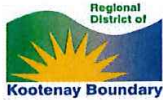
In consideration of the granting of this permit, the undersigned: (a) releases the Regional District of Kootenay Boundary and those acting on behalf of the Regional District of Kootenay Boundary from all claims and expenses which the undersigned may have or incur as a result of the issue of this permit or the enforcement or non-enforcement of the Regional District of Kootenay Boundary Bylaws or of the British Columbia Building Code; (b) indemnifies the Regional District of Kootenay Boundary from all such claims and expenses which may be made by any other person; and (c) acknowledges that the Regional District of Kootenay Boundary owes no duty of care to the undersigned or any one else in respect of these matters.


Owner's Signature


BRIAN CHAMPLIN
Chief Building/Plumbing Official

DATE PAID **OCT 22 2004**

1. Prior to placing concrete in the footings 2. After installation of drain tiles/dampproofing/before backfilling 3. When framing completed 4. Insulation and vapour barrier completed 5. Before any part of plumbing system covered 6. Final Inspection - An occupancy permit is required prior to occupancy of building.

**STAFF REPORT**

Date:	January 9, 2015	File:	
To:	Chair McGregor and Board of Directors		
From:	Mark Andison, General Manager of Operations / Deputy CAO		
RE:	<u>BUILDING BYLAW CONTRAVENTION</u> KETTLE VIEW ROAD, BIG WHITE, B.C. ELECTORAL AREA 'E' / WEST BOUNDARY PARCEL IDENTIFIER: 009-319-484 D.L. 508S, SDYD OWNER: 0985028 B.C. LTD. INC.		

Issue Introduction

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention.

History/Background Factors

The owner, 0985028 B.C. Ltd. Inc., has constructed an **addition** (a deck) at the above referenced property **to a multi family dwelling** on 20 Kettle View Road, Big White B.C. without first obtaining a building permit.

July 30, 2014 Stop Work Order posted and confirmed;

Aug. 1, 2014 **Registered letter** mailed to owner requesting a response by July 11, 2014;

Sept. 10, 2014 Canada Post confirmation that the letter was returned unclaimed;

Sept. 24, 2014 The owner travelled to the Trail RDKB office to discuss the variance and building permit requirements for the unauthorized addition. A development variance permit application was subsequently submitted;

Jan. 9, 2015 To date, we have had no further contact from the owner regarding the required building permit.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner:

12.1 Every owner shall:

Staff Report
January 29, 2015
Page 1 of 2

- b) Obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work.

Implications (Financial, Policy/Practice, Interdepartmental or Intergovernmental)

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Registered letter dated August 1, 2014.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

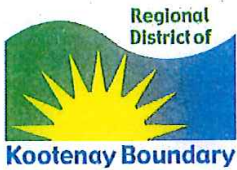
1. That the staff report from Mark Andison, General Manager of Operations / Deputy CAO be received;
2. That the Regional District of Kootenay Boundary Board of Directors invite the owner, 0985028 B.C. Ltd. Inc., to appear before the Board to make a presentation relevant to the filing of a Notice in the 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 D.L. 508S, SDYD.

Respectfully submitted:



Concurrence:

(C.A.O.)



Aug 1, 2014

REGISTERED

0985028 B.C. Ltd.
1385 Baker Creek Road
Quesnel, B.C.
V2J 7H5

**Re: STOP WORK ORDER-Construction of a Deck
20 Kettle View Road
District Lot 508S, SDYD**

This letter confirms the posting of a **Stop Work Order** on July 30, 2014 for construction of a deck at the above referenced property without a building permit.

No building permit has been issued as required by the Regional District of Kootenay Boundary Building Bylaw No. 449,

Section 7.1 No person shall commence or continue any work provided for in Section 3.2 or related to building unless he has a valid and subsisting permit issued by the authority having jurisdiction.

Section 12.1 b) Every owner shall:
obtain where applicable from the authority having jurisdiction, permits relating to demolition, excavation, building, repair of buildings, zoning, change in classification of occupancy, sewers, water, plumbing, signs, canopies, awnings, marquees, blasting, street occupancy, electricity, buildings to be moved, and all other permits required in connection with the proposed work prior to the commencement of such work;

To apply for a permit, please fill out the enclosed application form and submit the relevant documentation listed on the "How to Obtain a Building Permit" checklist to our office by August 20, 2014. Failure to comply may result in legal action.

If you have any questions, please contact the undersigned.

Yours truly,

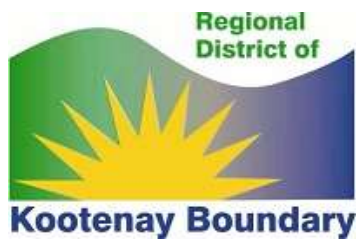
Robert Silva, RBO

c.c. Mark Andison, General Manager, Operations/Deputy CAO

RECEIVED
SEP 10 2014

REGIONAL DISTRICT OF KOOTENAY
BOUNDARY





STAFF REPORT

Date: 26 Jan 2015 **File**
To: Chair McGregor and Members of
the RDKB Board of Directors
From: Terry Martin, Regional Chief, KBRFRS
Re: New Rescue Pumper for Company 1
(Rossland)

Issue Introduction

A staff report from Terry Martin, Regional Fire Chief/Fire Dispatch Manager regarding the early replacement of E12, a rescue pumper for Company 1 (Rossland).

History/Background Factors

It has been determined that E12's engine needs to be replaced and the cost of repairs exceeds the value of the apparatus. E12 was scheduled to be ordered later this year for delivery in 2016. At the April 15, 2014 East End Services Committee meeting the following motion was passed.

- That the East End Services Committee recommends to the Regional District Kootenay Boundary Board of Directors to approve the sole source purchase of Two Fire Apparatus from Hub Fire Engines and Equipment LTD, Abbotsford B.C. Canada, for the supply and delivery of;

- o One 2015 Freightliner Salvage, Air & Light Apparatus for \$360,173 (January 24, 2014) plus applicable taxes, with lease costs being included in the 2014-2018 Five-Year Financial Plan. (Ordered May 5, 2014)

- o One 2016 Freightliner M2-112 4 x 4 Rescue Pumper, for \$375,000 plus applicable taxes (Actual cost to be confirmed in 2015-2019 Five Year Financial Plan).

At the January 20, 2015 East End Services Committee meeting the following motion was passed.

- That staff be directed to proceed with ordering the pumper truck chassis (E12) as soon as possible. FURTHER that \$10,000 be allocated in the 2015 Budget for this purpose.

Implications

There will sufficient financial resources built into the Financial plan in 2015 and beyond for this purchase.

Advancement of Strategic Planning Goals

Not applicable

Background Information Provided

- Sole Source Purchase of Fire Apparatus for Kootenay Boundary Regional Fire Rescue – Staff Report from Terry Martin, Regional Fire Chief and Fire Dispatch Manager April 10, 2014.
- Confirmation of price From HUB Fire Engines.

Alternatives

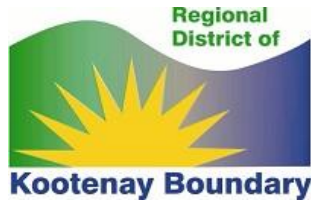
- Receipt
- Deferral
- Approval to proceed

Recommendation(s)

That the staff report from Terry Martin Regional Fire Chief and Fire Dispatch Manager, regarding the purchase of Fire Apparatus for Kootenay Boundary Regional Fire Rescue, be received.

That the RDKB approve the purchase of E12 from Hub Fire Engines and Equipment LTD, Abbotsford B.C. Canada, for the supply and delivery of:

- One 2015 Freightliner M2-112 4 x 4 Rescue Pumper, for \$423,722.00 plus applicable taxes and allocate \$10,000 for the initial lease payment in the 2015 budget.

**STAFF REPORT**

Date: 10 Apr 2014 **File**

To: **Chair Grieve and Members, East End Services Committee**

From: Terry Martin, Regional Fire Chief and Fire Dispatch Manager

Re: Sole Source Purchase of Fire Apparatus for Kootenay Boundary Regional Fire Rescue

Issue Introduction

A staff report from Terry Martin, Regional Fire Chief/Fire Dispatch Manager regarding the sole source purchase of Fire Apparatus for Kootenay Boundary Regional Fire Rescue.

History/Background Factors

The 2007 Fire Underwriters Survey states that fire apparatus exceeding 20 years old are discredited from recognition for fire insurance grading purposes. Kootenay Boundary Regional Fire Rescue (KBRFR) has 21 pieces of fire apparatus. We began an apparatus replacement schedule in 1998. The following pieces of fire apparatus are identified for replacement in the next two years, completing the current schedule.

- Salvage 4 - 1988 Chevrolet van stationed at Co #4 Trail used throughout our service area for provision of Lighting, Cascade system for filling Self Contained Breathing Apparatus, Salvage and Overhaul - order in 2014 for delivery in 2015.
- Engine 12 - 1991 International Four Wheel Drive stationed at Co #1 Rossland a Rescue Engine - order in 2015 for delivery in 2016.

Since 1998 twelve of our last thirteen pieces of apparatus have been built and purchased from Hub Fire Engines and Equipment LTD, located in Abbotsford, BC since 1959 (HUB).

Implications

Currently there are provisions for replacement of Salvage 4 and Engine 12 in the KBRFR 2014-2018 Five Year Financial Plan. Award of a Sole sourcing contract to HUB is in accordance with the purchasing policy which states, "To ensure compatibility with existing products...". Purchasing HUB fire trucks affords several advantages, the key ones of which are:

1. The apparatus will be manufactured by the builder that constructed KBRFR's current fleet. Consistency in the fleet increases operational efficiency and reduces training costs for firefighters and fleet maintenance staff.
2. Buying the same brand means stocking fewer spare parts for repairs and maintenance.
3. One manufacturer to deal with for warranty, parts and service located in British Columbia.
4. Reduction in apparatus down time due to fast delivery of replacement parts from HUB's warehouse in Abbotsford.
5. Past warranty, service and technical support from HUB has been exceptional.

Additionally the KBRFR Fire Service Review Report and Dave Mitchell's presentation to the East End Services Committee in February 2014 supported the sole source purchase of these two pieces of apparatus. "It should further be noted that some cost containment has been achieved in relation to apparatus by standardizing the types of equipment acquired, which reduces training, operational and maintenance costs."

Staff recognizes that once these two pieces of apparatus have been procured, that future apparatus purchases will require a request for proposal as per current RDKB Purchasing Policies.

Advancement of Strategic Planning Goals

Exceptional Cost Effective and Efficient Services - Ensure responsible and proactive funding for core services.

Background Information Provided

N/A

Alternatives

1. That the Staff Report be received.
2. That the Staff Report be received and the RDKB approve the sole source purchase of Two Fire Apparatus from Hub Fire Engines and Equipment LTD.
3. That the Staff Report be received and the RDKB not approve the sole source of Fire Apparatus from Hub Fire Engines and Equipment LTD.
4. That the Staff Report not be received.

Recommendation(s)

That the staff report from Terry Martin Regional Fire Chief/Fire Dispatch Manager, regarding the sole source purchase of Fire Apparatus for Kootenay Boundary Regional Fire Rescue, be received.

That the RDKB approve the sole source purchase of Two Fire Apparatus from Hub Fire Engines and Equipment LTD, Abbotsford B.C. Canada, for the supply and delivery of:

1. One 2015 Freightliner Salvage, Air & Light Apparatus for \$360,173 (January 24, 2014) plus applicable taxes, with lease costs being included in the 2014-2018 Five-Year Financial Plan.
2. One 2016 Freightliner M2-112 4 x 4 Rescue Pumper, for \$375,000 plus applicable taxes (Actual cost to be confirmed in 2015-2019 Five Year Financial Plan).



FIRE ENGINES

January 26, 2015

Mr. Terry Martin, Fire Chief
Mr. Dan Derby, Deputy Chief
Kootenay Boundary Regional Fire Rescue
Trail, BC

Re: 2015 4x4 Rescue Pumper Proposal

On behalf of HUB Fire Engines & Equipment Ltd., Canada's oldest fire apparatus manufacturer, thank you for the opportunity to provide the enclosed bid package.

\$423,722.00

All taxes extra.

CAN/ULC-S515-13 tested and labeled.

Delivery & Orientation included.

Prices firm for thirty (30) days.

Terms of Payment - Chassis and pump payment upon respective arrival at HUB factory, balance upon completion.

All CAN/ULC-S515-13 loose equipment that is required for this apparatus as specified in section (4.9), and not listed in this proposal, is the responsibility of the fire department to provide. A letter signed and dated by the appropriate representative of the department stating that this equipment is being provided by the fire department will be required prior to HUB scheduling a ULC test date for the proposed apparatus.

HUB Fire Engines is the Manufacturer, not a manufacturer's representative or a dealer for HUB Fire Engines. Located in Abbotsford, British Columbia since 1959, we are 100% British Columbian owned and operated where the owners take an active, hands on approach. We build in British Columbia for all Canadian climate/weather conditions. ***HUB Fire Engines*** manufactures a formed aluminum style body and is based on design and construction of over 1,160 trucks. ***HUB Fire Engines*** Teamster unionized employees have recognized certification in heavy equipment operation and maintenance, first aid, welding technology and are licensed as machinist, licensed mechanics, certified steel and aluminum welders, journeyman fabricators, journeymen plumbers, gas fitter, electricians, draftsmen, body men, and painters. Service is handled in our dedicated service bays or on-site by HUB Fire Engine employees or through contract service companies outside our travel territories.

Mailing Address - P.O. Box 10, Abbotsford, B.C. V2T 6Z4

Shipping Address - 3175 McCallum Road, Abbotsford, B.C.

Phone: 604-859-3124 • Fax 604-859-5821 • Toll Free: 1-888-611-2896

info@hubfire.com

Canada's Oldest Apparatus Manufacturer.

www.Hubfire.com

HUB Fire Engines is a fully certified and audited **Underwriters' Laboratories of Canada (U.L.C.)** manufacturer and onsite testing facility, certified Canadian Welding Bureau shop, DuPont Canada certified Commercial Refinisher, authorized installer and warranty center for Hale Products Inc., Foam Pro, Whelen Engineering, Akron, Wellington Plastics, authorized service center and dealer for Spartan chassis, ICBC approved body repair shop, and a Ford Motor Company authorized Upfitter.

Our parts department stocks over \$1,000,000.00 in current fire apparatus inventory, in Abbotsford.

HUB Fire Engines works with the goal of being a premier builder to the fire service in North America.

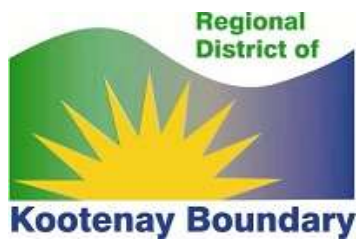
Please contact the writer at 1-888-611-2896, 604-859-3124 or **mike@hubfire.com** for further information.

Yours truly,

HUB Fire Engines and Equipment Ltd.



Michael McNarland



STAFF REPORT

Date: 26 Jan 2015 **File**
To: Chair McGregor and Members of
the RDKB Board of Directors
From: John M. MacLean, CAO
Re: SRW Agreement - Beaver Valley
Water

Issue Introduction

A staff report from John M. MacLean, CAO regarding the negotiated statutory right of way to allow necessary access to the Beaver Valley Water Treatment Plant.

History/Background Factors

The Beaver Valley Water Service has been working on enshrining legal access to the Beaver Valley Water Treatment Plant across some private property. After attempting to negotiate and failing to reach agreement, the service proceeded with expropriation. The expropriation was challenged in Court where the ruling was against us due to the imposition of a "positive obligation" on the property owner. In essence to property owner would have to something due our access and this was unacceptable to the Judge.

Since the Court ruling we have continued our discussions around enshrining legal access and were able to secure the attached documents. They have been reviewed by staff at the RDKB and the Village of Fruitvale, as well the Directors who are stakeholders (Directors Cecchini and Director Grieve). All parties feel the attached agreements allow us to access our plant as is necessary, while not necessarily being overjoyed.

Implications

As part of the Agreement will will have to pay the sum of \$18,000 for legal fees and recognition of the past trespass, as well as the construction of a gate to meet the needs of both parties. Appropriate funding has been included in the 2015 Beaver Valley Water Financial Plan.

Advancement of Strategic Planning Goals

Not applicable

Background Information Provided

Statutory Right of Way Agreement

Alternatives

1. Receipt
2. Deferral
3. Approval

Recommendation(s)

That the staff report from John M. MacLean, CAO regarding the negotiated statutory right of way to allow necessary access to the Beaver Valley Water Treatment Plant be received.

That the Board authorize its signatories to enter into the Statutory Right of Way Agreement across Lot 253, District Lot 1236 Kootenay District Plan 785B to allow legal, reasonable access to the Beaver Valley Water Treatment Plant as well as the required Form C Releases.

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TERMS OF INSTRUMENT – PART 2**STATUTORY RIGHT OF WAY
(Access Road and Water Main)**

This Agreement dated for reference _____, 2015,

BETWEEN:

ATCO LUMBER LTD. (Inc. No. BC0057452) a British Columbia corporation having a registered and records office at 1309 Bay Avenue, Trail, British Columbia, V1R 4A7

(the “Grantor”)

AND:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY, a municipal corporation under the *Local Government Act* having its municipal office and postal address at 202-843 Rossland Avenue, Trail, British Columbia, V1R 4S8

(the “Grantee”)

WITNESSES THAT WHEREAS:

- A. Capitalized terms used in these Recitals and in this Agreement have the meanings ascribed to them in Section 1.1 of this Agreement;
- B. The Grantor is the registered and beneficial owner of the Lands;
- C. The Grantee wishes to obtain from the Grantor and the Grantor has agreed to grant the Grantee a statutory right of way over a portion of the Lands for the purpose of obtaining access to and egress from the Beaver Water Treatment Plant situate on lands adjacent to the Lands;
- D. The Grantee also wishes to obtain from the Grantor and the Grantor has agreed to grant the Grantee a statutory right of way over a portion of the Lands for the purposes of accessing, operating, inspecting and maintaining the Works;
- E. Section 218 of the Land Title Act provides that a person may and shall be deemed to always to have been able to create, by grant or otherwise in favour of a municipality, an easement, without a dominant tenement, to be known as a statutory right of way, for any purpose necessary for the operation or maintenance of such municipality’s undertaking; and
- F. The statutory rights of way described herein are necessary for the operation and maintenance of the Grantee’s undertaking.

NOW THEREFORE in consideration of the premises and the mutual covenants and agreements contained herein and the sum of ONE (\$1.00) DOLLAR now paid by the Grantee to the Grantor (the receipt and

PAGE 5

sufficiency of which are hereby acknowledged) the Grantor and the Grantee hereby covenant and agree as follows:

1. INTERPRETATION

1.1 Definitions

The parties agree that in this Agreement, the following terms have the following meanings:

- (a) **"Access Road Right of Way Area"** means that portion of the Lands containing 0.297 hectares (0.73 acres), more or less, shown outlined in bold and identified as "Area B" on Reference Plan EPP22095, prepared by Milos Hinterberger, B.C.L.S. and completed on June 27, 2012, a photo-reduced copy of which is attached hereto as Schedule "A", which Access Road Right of Way Area will comprise the access road existing on the Lands as of the reference date of this Agreement;
- (b) **"Agreement"** means this agreement, including its recitals and schedules, as may be amended in writing from time to time upon the agreement of the parties hereto;
- (c) **"Lands"** means the lands and premises legally described in Item 2 of the Form C General Instrument Part 1 to which these Terms of Instrument are attached;
- (d) **"Gate"** means the gate approved by the Grantor and installed by the Grantee at the Kelly Creek Crossing on the Lands for the purposes of securing the Lands from unauthorized access;
- (e) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, as may be amended from time to time;
- (f) **"Right of Way Areas"** means, together, the Access Road Right of Way Area and the Water Main Right of Way Area;
- (g) **"Water Main Right of Way Area"** means that portion of the Lands containing 0.133 hectares (0.33 acres), more or less, shown outlined in bold and identified as "Area A" on Reference Plan EPP22095 prepared by Milos Hinterberger, B.C.L.S. and completed on June 27, 2012, a photo-reduced copy of which is attached hereto as Schedule "A";
- (h) **"Works"** means the existing water utility pipeline owned by the Grantee that is currently situated within the Lands together with all culverts, pipes, conduits, valves, fittings, hydrants, meters, anchors, facilities, attachments and other ancillary devices used in connection therewith.

1.2 Interpretation

Whenever the singular or masculine is used in this Agreement, the same is deemed to include the plural or the feminine or the body politic or corporate wherever the context or parties hereto so require.

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1.3 Headings

The inclusion of headings and clause titles is for convenience only and shall not affect the construction or interpretation of this Agreement.

1.4 Schedules

The following Schedules are attached hereto and form part of this Agreement:

Schedule A – Reference Plan EPP22095

2. GRANT OF STATUTORY RIGHT OF WAY**2.1 Access Road Right of Way**

Pursuant to Section 218 of the Land Title Act, the Grantor hereby grants and conveys to the Grantee, in perpetuity, the full, free, unrestricted and uninterrupted right, liberty, easement and right of way under, within, upon and through the Access Road Right of Way Area for the Grantee and its officials, employees, workers, agents, contractors, subcontractors, servants, and licensees, including without limitation the employees, agents and contractors of the Village of Fruitvale, to, at all times hereafter and by day and night, at their will and pleasure:

- (a) enter upon, labour, go, be on, pass and re-pass, with or without vehicles, supplies, machinery, equipment or other moveable property of any description in, on, and over the Access Road Right of Way Area for the purposes of gaining access to and egress from the Beaver Water Treatment Plant situate on the Grantee's lands adjacent to the Lands;
- (b) have reasonable, unobstructed, non-exclusive use of the Access Road Right of Way Area;
- (c) use, upgrade, groom and maintain the Access Road Right of Way Area, at its sole cost and in accordance with this Agreement, and inspect and keep the Access Road Right of Way Area free from brush, trees, growth and any other obstruction whatsoever; and
- (d) do all other things on the Access Road Right of Way Area as may be reasonably required in connection with or incidental to the foregoing.

2.2 Water Main Right of Way

Pursuant to Section 218 of the Land Title Act, the Grantor hereby grants and conveys to the Grantee, in perpetuity, the full, free, unrestricted and uninterrupted right, liberty, easement and right of way under, within, upon and through the Water Main Right of Way Area for the Grantee and its officials, employees, workers, agents, contractors, subcontractors, servants, and licensees, including without limitation the employees, agents and contractors of the Village of Fruitvale, to, at all times hereafter and by day and night, at their will and pleasure:

- (a) enter upon, labour, go, be on, pass and re-pass, with or without vehicles, supplies, machinery, equipment or other moveable property of any description in, on, and over the Water Main Right of Way Area as may be required to dig up the soil thereof and to lay down, construct,

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reconstruct, install, remove, replace, renew, upgrade, maintain, inspect, clean out, unblock and exclusively use the Works;

- (b) have reasonable, unobstructed, non-exclusive use of the Water Main Right of Way Area;
- (c) use, upgrade, groom and maintain the Water Main Right of Way Area, at its sole cost and in accordance with this Agreement, and inspect and keep the Water Main Right of Way Area free from brush, trees, growth and any other obstruction whatsoever; and
- (d) do all other things on or within the Water Main Right of Way Area as may be reasonably required in connection with or incidental to the foregoing.

3. ENJOYMENT OF RIGHTS

The Grantee shall and may peaceably hold and enjoy the rights, licenses, liberties, privileges, easement and right of way hereby granted without hindrance, molestation or interruption by the Grantor or any person, firm or corporation claiming by, through, under or in trust for the Grantor.

4. GRANTOR'S COVENANTS

The Grantor hereby covenants and agrees with the Grantee that the Grantor shall not:

- (a) do, nor knowingly permit to be done, any act or thing which may obstruct the Grantee's access to, or injure the Right of Way Areas or the Works; or
- (b) erect, place or maintain any embankment or fill of any kind whatsoever, or plant or maintain any trees, shrubs or other vegetation whatsoever on any portion of the Right of Way Areas and shall not carry out any blasting on the Right of Way Areas without the prior written consent of the Grantee.

5. GRANTEE'S COVENANTS

The Grantee hereby covenants and agrees with the Grantor that the Grantee shall:

- (a) do all things hereby authorized to be done by the Grantee over, though, under and upon the Right of Way Areas in a good and workmanlike manner, and so as to cause no unnecessary damage or disturbance to the Lands or the Right of Way Areas;
- (b) keep the Gate closed and locked at all times, other than when opening the Gate to gain access and egress to and from the Beaver Water Treatment Plant and except in the case of an emergency attended by emergency first responders;
- (c) not provide keys to the Gate's locking system to any parties other than emergency first responders and the employees, agents and contractors of the Grantee or the Village of Fruitvale and shall take reasonable steps to prevent unauthorized access to the Lands from the Right of Way Areas;
- (d) not apply any dust abatement substances to the Access Road Right of Way Area;

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- (e) ensure that employees, agents and contractors of the Grantee or the Village of Fruitvale do not bring firearms on to the Right of Way Areas;
- (f) indemnify and hold harmless the Grantor, its officers, employees, servants, agents, contractors, subcontractors and licensees from and against any and all causes of action, claims, demands, liabilities, and damages and expenses due to or arising out of, resulting from or attributable to:
 - (i) any act, omission or wilful misconduct by the Grantee, or its agents, servants, licensees, workmen or other persons for whom it is in law responsible in, over and upon the Right of Way Areas pursuant hereto; or
 - (ii) any breach by the Grantee of any provisions of this Agreement,

including any liabilities, claims, actions, damages and expenses for injury or damage to the person or property of the Grantor or its agents, contractors, invitees, licensees or to the person or the property of any other person, excepting always any liabilities, claims, actions, damages and expenses whatsoever arising out of the independent acts of the Grantor or other persons for whom the Grantor is in law responsible.

6. MUTUAL COVENANTS

It is mutually understood and agreed by and between the parties that:

- (a) nothing in this Agreement shall obligate the Grantor or the Grantee to inspect, maintain, upgrade or repair the Right of Way Areas or any portion thereof;
- (b) notice to the Grantor or the Grantee shall be sufficiently given if given in writing and delivered by hand or sent by prepaid mail to the party to the intended recipient as follows:

- (i) to the Grantee:

Regional District Kootenay Boundary
202-843 Rossland Avenue
Trail, British Columbia, V1R 4S8
Attention: Chief Administrative Officer

- (ii) to the Grantor, to the address as set out on the title for the Lands maintained at the applicable Land Title Office,

or to such other address as any party may in writing advise. Any Notice or communication will be deemed to have been given when delivered, if delivered by hand, or two business days following mailing if sent by prepaid mail. For the purposes of this subsection (d), the term "business day" means a day which is not a Saturday, Sunday or statutory holiday (as defined in the *Employment Standards Act* (British Columbia)) in British Columbia;

- (c) the statutory rights of way created hereby shall run with and bind the Lands in perpetuity;

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- (d) this Agreement is and shall be deemed to have been made in British Columbia, for all purposes shall be governed exclusively by and construed and enforced in accordance with the laws prevailing in British Columbia and the rights and remedies of the parties shall be deemed in full force and effect;
- (e) if any provisions of this Agreement shall for any reason be held to be unenforceable, then such unenforceable provision shall be severable and severed from this Agreement, and the other provisions of this Agreement shall not be affected thereby but shall be and remain in full force and effect;
- (f) this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns; and
- (g) notwithstanding any rule of law or equity to the contrary, any and all Works shall at all times be and remain chattels and the separate property of the Grantee, notwithstanding that such Works may be annexed or affixed to or buried within the Lands, including the Water Main Right of Way Area;
- (h) nothing in this Agreement, nor the acts of the parties hereto shall be construed, implied or deemed to create an agency, partnership or joint venture relationship, or an transaction whatsoever between them; and
- (i) this Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration as a single document.

IN WITNESS WHEREOF the parties hereto have executed this Agreement with effect as of the date set forth above on Form C Part 1 to which this Agreement is attached and which forms part of this Agreement.

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SCHEDULE A

[attach Reference Plan EPP22095]

END OF DOCUMENT

FORM_C_V20 (Release)

LAND TITLE ACT
FORM C (Section 233) RELEASE
GENERAL INSTRUMENT - PART 1 Province of British Columbia

PAGE 1 OF 1 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)

Pamela J. Jefcoat (604.263.4804)

Valkyrie Law Group LLP

1495 Keith Road West

North Vancouver

BC V7P 1Y9

File: RDKB

Matter: Atco Lumber Ltd.

Deduct LTSA Fees? Yes ☒

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]

016-032-691 LOT 253 DISTRICT LOT 1236 KOOTENAY DISTRICT PLAN 785B

STC? YES ☐

3. NATURE OF INTEREST BEING RELEASED

Statutory Right Of Way

CHARGE NO.

CA3044005

ADDITIONAL INFORMATION

4. TERMS

The charge described in item 3 is released or discharged as a charge on the land described in item 2.

5. TRANSFEROR(S):

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

6. TRANSFEREE(S): (including postal address(es) and postal code(s))

Registered owner

7. ADDITIONAL OR MODIFIED TERMS:

n/a

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

Execution Date		
Y	M	D
15		

Transferor(s) Signature(s)

Regional District of Kootenay
Boundary, by its authorized
signatory(ies):

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

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LAND TITLE ACT
FORM C (Section 233) RELEASE
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Matter: Atco Lumber Ltd.

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Execution Date		
Y	M	D
15		

Transferor(s) Signature(s)

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Boundary, by its authorized
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