

Regular Meeting of the Board of Directors

Thursday, July 28, 2016 - 6:00 pm

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

A G E N D A

1. Call to Order

2. Consideration of the Agenda (Additions/Deletions)

- 2a) The agenda for July 28, 2016 meeting of the Regional District of Kootenay Boundary Board of Directors is presented.

Move items forward if necessary.

Recommendation: That the agenda for July 28, 2016 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as presented.

3. Minutes

- 3a) The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held June 23, 2016 are presented.

Recommendation: That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held June 23, 2016 be adopted as presented.

[Minutes-Board of Directors - 23 Jun 2016 - BOARD July 28 2016 - Pdf](#)

4. Delegation(s)

- 4a) **Carol Suhan, Fortis BC and Patricia Dehnel, Community Energy Association**
re: Description of Programs Supporting Energy Conservation
[Delegation-Fortis and Community Energy Assoc-BOARD July 28 2016](#)

- 4b) **Thompson Okanagan Tourism Association (TOTA)**
re: Letter of Support for Rail Trails Tourism Strategy
[Delegation-TOTA-Rail Trails Tourism-BOARD-July 28 2016](#)

5. Unfinished Business

- 5a) **RDKB Board of Directors Memorandum of Resolutions Ending June 30, 2016**

The RDKB Board of Directors Memorandum of Resolutions ending June 30, 2016 is presented.

Recommendation: Corporate Vote Unweighted

That the RDKB Board of Directors Memorandum of Resolutions ending June 30, 2016 be received.

[Memorandum of Board Resolutions-Ending June 30, 2016-BOD-July 28 2016](#)

- 5b) **G. Denkovski**
Amendment of Resolution 181-6 May 26 2016 for Gas Tax Agreement RDKB Kettle River Heritage Trail

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the amendment of resolution 181-6 May 26 2016 for the Gas Tax Agreement for the RDKB Kettle River Heritage Trail (Grand Forks to Christina Lake Trans Canada Trail) is presented.

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors amend the May 26, 2016 Resolution No. 181-16 FROM: That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB Kettle River Heritage Trail in the amount of \$100,000.00 for Trans Canada Trail Upgrades between Christina Lake and Grand Forks. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement. TO: *That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB Grand Forks to Christina Lake Rails Trail in the amount of \$100,000.00 for Trans Canada Trail. **FURTHER** that the Regional District of Kootenay Boundary Board of Directors authorizes Staff to use the funds in partnership with the Province of BC prior to learning the outcome of the BC Rural Dividend Fund application. **FURTHER** that the Board of Directors authorizes the RDKB signatories sign the Memorandum of Understanding between the RDKB and the Province of BC Trails Branch.*

6. Communications

7. Communications (Information Only)

- 7a) **B. Bennett-Ministry of Energy and Mines**
re: Fueling Change in Kootenays-Response to RDKB
[Ministry of Energy and Mines-Response-Fueling Change-BOARD-July 28 2016](#)
- 7b) **ALC-Non Farm Use Decision**
Dynneson-Electoral Area 'E'/West Boundary
[ALC-Decision-Non Farm Use-West Boundary-BOARD -July 28 2016](#)
- 7c) **City of Rossland-June 28/16**
re: Emergency Management Program
[City of Rossland-June 28-Emergency Management Program-BOARD-July 28 2016](#)

Recommendation: Corporate Vote Unweighted

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

8. Reports

- 8a) **Interim Schedule of Accounts June 2016**
Director Pahl Chair of COW and Director Rotvold Vice Chair

The Interim Schedule of Accounts ending June 30, 2016 is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the

Interim Schedule of Accounts ending June 30, 2016 as follows:

Cheque Nos. 54684-00035/0025	\$ 1,379,745.73
Payroll	933,054.84
TOTAL June 2016 Expenditures	\$ 2,312,800.57
Interim Schedule of Accounts-June-BOARD July 28 2016	

8b) **Adopted RDKB Committee Minutes**

The June 2016 Committee minutes will be brought forward to the September 22nd Board meeting once the individual Committees have adopted them at their September Committee meetings.

8c) **Adopted RDKB Recreation Commission Minutes**

The minutes from the meetings of the Electoral Area 'C'/Christina Lake Parks and Recreation Commission (June 8) and Grand Forks and District Recreation Commission (June 9) are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the meetings of the Electoral Area 'C'/Christina Lake Parks and Recreation Commission (June 8) and the Grand Forks and District Recreation Commission (June 9) be received.

[Minutes-Electoral Area C Parks Rec-June 8 2016-BOARD-July 28 2016](#)

[Minutes-Grand Forks District Rec-June 9 2016-BOARD-July 28 2016](#)

8d) **Draft RDKB Electoral Area Advisory Planning Commission Minutes - July 2016**

The draft minutes of the RDKB Electoral Area Advisory Planning Commission meetings held in July 2016 are presented.

Recommendation: Corporate Vote Unweighted

That the following July 2016 draft RDKB Electoral Area Advisory Planning Commission minutes be received:

Electoral Area 'A' (July 5), Electoral Area 'C'/Christina Lake (July 5), Electoral Area D'/Rural Grand Forks (July 5), Electoral Area 'E'/West Boundary (July 4) and Electoral Area 'E'/Big White (July 5).

[Minutes-APC - Area A-July 5-BOARD-July 28 2016](#)

[Minutes-APC-Christina Lake-July 5-BOARD-July 28 2016](#)

[Minutes - APC-Rural Grand Forks-July5-BOARD-July 28, 2016](#)

[Minutes-APC-WestBoundary-July4-BOARD-July28 2016](#)

[Minutes-APC-Big White-July 5-BOARD-July 28 2016](#)

8e) **Public Hearing Minutes-Bylaws 1580 and 1584 Amending Mt. Baldy Official Community Plan and Zoning Bylaws**

The minutes of the Public Hearing meeting for RDKB Bylaws 1580 and 1584 are presented.

Recommendation: Stakeholder Vote (Electoral Area Directors)

Unweighted

That the minutes of the Public Hearing meeting for RDKB Bylaws 1580 and 1584 be received.

[Public Hearing Minutes-1580-1584-Board-July 28, 2016](#)

8f) **Public Hearing Minutes-Bylaws 1593 and 1594
Amending Electoral Area 'B'/Lower Columbia-Old Glory Official
Community Plan and Zoning Bylaws**

The minutes of the Public Hearing meeting for RDKB Bylaws 1593 and 1594 are presented.

**Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted**

That the minutes of the Public Hearing meeting for RDKB Bylaws 1593 and 1594 be received.

[Public Hearing Minutes-1593 1594-Board-July 28, 2016](#)

9. Monthly Committee Recommendations to Board of Directors

9a) **Beaver Valley Regional Parks, Trails and Recreation
Committee-July 18, 2016**

**Recommendation: Stakeholder Vote (Electoral Area 'A', Villages
of Fruitvale and Montrose) Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the allocation of \$7,000 from the Beaver Valley, Parks, Trails and Recreation Budget 019 Reserve Account to operations for the painting of Haines Park. **FURTHER** that Staff be directed to bring forward the necessary amendments to the RDKB Financial Plan Bylaw No. 1603, 2016.

[Staff Report-Funds for Painting Haines Park-BOARD-July 28 2016-Pdf](#)

10. Board Appointments Updates

- 10a) Southern Interior Development Initiative Trust (S.I.D.I.T.) - Chair
McGregor
Southern Interior Beetle Action Coalition (S.I.B.A.C.) - Chair McGregor
Okanagan Film Commission - Director Gee
Boundary Weed Stakeholders Committee - Director Gee
Columbia River Treaty Local Government Committee
Kootenay Booth

11. New Business

11a) T. Lenardon - 9-1-1 Emergency Telephone Service Agreement

A Staff Report from Theresa Lenardon, Manager of Corporate Administration regarding the 9-1-1 Emergency Telephone Agreement with the Regional District of Central Kootenay (RDCK) is presented.

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves a Letter of Understanding where the Regional District of Kootenay Boundary and the Regional District of Central Kootenay mutually agree to extend the current 9-1-1 Emergency Telephone Service Agreement, with the same terms and conditions, from December 31, 2016 to June 30, 2017. **FURTHER** that the RDKB Board of Directors authorizes the RDKB signatories to sign and enter into the Letter of Understanding.

[Staff Report-911 Agreement Extension-BOARD-July 28 - Pdf](#)

11b) D. Derby-Un-budgeted Revenue and Expenses

A staff report from Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator regarding Kootenay Boundary Regional Fire Rescue (KBRFR) – Five Year Financial Plan un-budgeted revenues and expenses is presented.

Recommendation: Stakeholder Vote (East End Services) Weighted

That the Regional District of Kootenay Boundary Board of Directors approves an amendment to the Kootenay Boundary Regional Fire Rescue Five Year Financial Plan to include \$24,185.71 in revenues and the conversion of a truck to a Wildland unit at a cost of approximately \$15,000. **FURTHER** that balance of any un-budgeted revenues be deposited into capital reserves. **FURTHER** that Staff be directed to bring forward the necessary amendments to the RDKB Financial Plan Bylaw No. 1603, 2016.

[Kootenay Boundary Regional Fire Rescue - Five Year Financial Plan Unbudgeted Revenues and Expenses - Pdf](#)

11c) A. Stanley-Garbage Collection Contract at Big White

A Staff Report from Alan Stanley, General Manager of Environmental Services, regarding the selection of a contractor to collect garbage and recycling from the Resort of Big White is presented.

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves a five-year contract, commencing August 1, 2016, with Super Save Disposal for the provision of solid waste management services at Big White and Idabel Lake at a combined annual cost of \$59,602.42.

FURTHER that the Board authorizes the Regional District signatories to sign and enter into the contract.

[Staff Report - Board of Directors - Big White/Idabel Lake Solid Waste Contract - July 2016 - Pdf](#)

11d) **A. Stanley-Feasibility Study for Mosquito Control in Westbridge**

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding a feasibility review for a mosquito control program in Westbridge (Area E) is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve expenditures up to \$1,000 from Feasibility Reserve Funds for preliminary work on a mosquito control program in Westbridge.

[Staff Report - Board of Directors - Westbridge Mosquito Feasibility - July 2016 - Pdf](#)

11e) **M. Forster-Re: 2016 UBCM Cabinet Minister Meeting Requests**

A staff report from Maureen Forster, Executive Assistant, regarding requests for Cabinet Minister meetings and other information for the 2016 UBCM Convention in Victoria, BC on September 26 - 30, 2016 is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors considers and prioritizes the list of UBCM Cabinet Minister meeting 11e)

requests and authorizes staff to undertake the UBCM process for requesting the meetings and to prepare associated briefing notes and Directors' binders. **FURTHER** that the Board also select the RDKB's representatives to attend the designated meetings.

[Staff Report - UBCM Cabinet Minister Meeting Requests - BOD - July 28 2016 \(1\) - Pdf](#)

11f) **C. Rimell-ALR Subdivision-Buckley-Electoral Area 'A'**

A Staff Report from C. Rimell, Planner regarding a subdivision in the Agricultural Land Reserve, submitted by Hugh and Shirley Buckley, for the properties at 10081 and 10095 Waneta Nelway Road, Electoral Area 'A', legally described as Lot A and Lot B, DL 3617, KD, NEP86632 is presented.

Recommendation: Corporate Vote Unweighted

That the application for subdivision in the Agricultural Land Reserve, submitted by Hugh and Shirley Buckley, for the properties at 10081 and 10095 Waneta Nelway Road, Electoral Area 'A', legally described as Lot A and Lot B, DL 3617, KD, NEP86632, be forwarded to the Agricultural Land Commission with a recommendation of support.

[Staff Report -ALR-Buckley Board-July 28, 2016](#)

11g) **C. Rimell-MoTI Subdivision-Electoral Area 'B'/Lower Columbia-Old Glory**

A staff report from C. Rimell, Planner regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision on the properties in Paterson, west side of Highway 22, Electoral Area 'B'/ Lower Columbia-Old Glory, legally described as Lot 1 and Lot 2 Township 9A, KD, Plan NEP79280 is presented.

Recommendation: Corporate Vote Unweighted

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision on the properties in Paterson, west side of Highway 22, Electoral Area 'B'/ Lower Columbia-Old Glory, legally described as Lot 1 and Lot 2 Township 9A, KD, Plan NEP79280, be received.

[Staff Report-Subdivision-Lower Columbia-Paterson-BOARD-July 28, 2016](#)

11h) **C. Rimell-FrontCounter BC Referral-KG Exploration-Electoral Area 'D'/Rural Grand Forks**

A Staff Report form C. Rimell, Planner regarding an application submitted by KG Exploration (Canada) Ltd. for a Notice of Work Mineral Exploration (Surface), near the former Phoenix mine, accessed from Lone Star Haul Road within Electoral Area 'D'/Rural Grand Forks legally described as Crown land - Mineral Tenures (#512318, 517002, 508084, 508297, 524953, 534566, 539783), to the Ministry of Energy and Mines through FrontCounter BC for consideration is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward the Advisory Planning Commission comments regarding the application submitted by KG Exploration (Canada) Ltd. for a Notice of Work Mineral Exploration (Surface), near the former Phoenix mine, accessed from Lone Star Haul Road within Electoral Area 'D'/Rural Grand Forks legally described as Crown land - Mineral Tenures (#512318, 517002, 508084, 508297, 524953, 534566, 539783), to the Ministry of Energy and Mines through FrontCounter BC for consideration.

[Staff Report-FrontCounter-KG Exploration-Rural Grand Forks-BOARD-July 28, 2016](#)

11i) **C. Rimell-Development Permit-Gelber-Christina Lake**

A Staff Report from C. Rimell, Planner regarding the application for a Development Permit submitted by Wade Smith, of K2 Contracting on behalf of the owner, Tobias Gelber Professional Corporation, to construct a single family dwelling in the Waterfront Environmentally Sensitive Development Permit Area fronting Christina Lake, on the parcel legally described as Lot 1, DL 750, SDYD, Plan KAP31529 is presented.

Recommendation: Corporate Vote Unweighted

That the staff report regarding the application for a Development Permit submitted by Wade Smith, of K2 Contracting on behalf of the owner, Tobias Gelber Professional Corporation, to construct a single family dwelling in the Waterfront Environmentally Sensitive Development Permit Area fronting Christina Lake, on the parcel legally described as Lot 1, DL 750, SDYD, Plan KAP31529, be received

[Staff Report Development Permit-Gelber Christina Lake-BOARD-July 28, 2016](#)

11j) **C. Rimell-Development Permit-Komposch-Big White**

A Staff Report from C. Rimell, Planner regarding the application for a Development Permit submitted by Shauna Wizinsky, of Weninger Construction and Design Ltd. on behalf of the owner, Caroline Mary Komposch, to construct a single family dwelling in the Alpine Environmentally Sensitive Development Permit Area, on the parcel legally described as Strata Lot 2, DL 4109s 4203, SDYD, Plan KAS2476, Big White, Electoral Area 'E'/ West Boundary is presented.

Recommendation: Corporate Vote Unweighted

That the staff report regarding the application for a Development Permit submitted by Shauna Wizinsky, of Weninger Construction and Design

Ltd. on behalf of the owner, Caroline Mary Komposch, to construct a single family dwelling in the Alpine Environmentally Sensitive Development Permit Area, on the parcel legally described as Strata Lot 2, DL 4109s 4203, SDYD, Plan KAS2476, Big White, Electoral Area 'E'/ West Boundary, be received.

[Staff Report Development Permit-Komposch-Big White-BOARD-July 28, 2016](#)

11k) **C. Rimell-Development Permit-Snowski Vacations-Big White**

A Staff Report from C. Rimell, Planner regarding the application for a Development Permit submitted by Shauna Wizinsky, of Weninger Construction and Design Ltd. on behalf of the owner, Snowski Vacations Ltd., to construct a single family dwelling in the Alpine Environmentally Sensitive Development Permit Area, on the parcel legally described as, Lot 13, DL 4203, SDYD, Plan KAS2211, Big White, Electoral Area 'E'/ West Boundary is presented.

Recommendation: Corporate Vote Unweighted

That the staff report regarding the application for a Development Permit submitted by Shauna Wizinsky, of Weninger Construction and Design Ltd. on behalf of the owner, Snowski Vacations Ltd., to construct a single family dwelling in the Alpine Environmentally Sensitive Development Permit Area, on the parcel legally described as, Lot 13, DL 4203, SDYD, Plan KAS2211, Big White, Electoral Area 'E'/ West Boundary, be received.

[Staff Report-Development Permit-Snowski-Big White-BOARD-July 28, 2016](#)

11l) **J. Ginalias-Strategic Community Energy and Emissions Plan (SCEEP)**

A Staff Report from J. Ginalias, Senior Planner, regarding adoption of the draft Regional District of Kootenay Boundary Strategic Community Energy & Emissions Plan for immediate and ongoing action implementation to support OCP GHG target reductions of 33% below 2007 levels by 2020 is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary adopt the draft Regional District of Kootenay Boundary Strategic Community Energy & Emissions Plan for immediate and ongoing action implementation to support OCP GHG target reductions of 33% below 2007 levels by 2020.

[Staff Report-SCEEP-Board-July 28, 2016](#)

[SCEEP-DRAFT RDKB Plan-BOARD-July 28 2016](#)

- 11m) **G. Denkovski**
Gas Tax Agreement - RDKB Boundary Agriculture and Food Project

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB in the amount of \$23,107.00 for the boundary agriculture and food project.

[RDKB Boundary Food Project GasTax Application](#)

- 11n) **G. Denkovski**
Gas Tax Agreement - RDKB Grand Forks Aquatic Lighting

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB in the amount of \$10,730.00 for overhead lighting replacement at the Grand Forks Aquatic Center.

[Aquatic LED Lighting Project Gas Tax Application](#)

- 11o) **G. Denkovski**
Gas Tax Agreement - Grand Forks Community Trails Society

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the Grand Forks

11o) Community Trails Society in the amount of \$25,000.00 for a new surface to the Trans Canada Trail at West end Station. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the agreement.

[Grand Forks Community Trails Society North Fork TCT Gas Tax Application](#)

- 11p) **G. Denkovski**
Gas Tax Agreement - RDKB Christina Lake Solar Aquatic System

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB in the amount of \$7,500.00 for the installation of plant racks at the Christina Lake Solar Aquatic System.

[Christina Lake Solar Aquatic Plant Racks - Gas Tax Application](#)

11q) **G. Denkovski**
Christina Waterworks District Transition to Regional District of Kootenay Boundary Study

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the findings of the Christina Waterworks District (CWD) transition to Regional District of Kootenay Boundary (RDKB) ownership study is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approve the transition of all Christina Waterworks District current powers, authorities and responsibilities to the RDKB. **FURTHER** that the Regional District of Kootenay Boundary Board of Directors request the Province of British Columbia for assent to transfer these powers, authorities and responsibilities **FURTHER** that this transfer of powers, authorities and responsibilities be effective January 1, 2017.

[Staff Report - Christina Waterworks District Transition Study- Board - July 28 2016 - Pdf](#)

11r) **Grants - in - Aid to July 21 and July 26, 2016**

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following Grants-in-Aid be approved:

1. Colin Adamson-School District #20-Electoral Area 'B'/Lower Columbia-Old Glory-\$1,750
2. Christina Lake Community Association-Electoral Area 'C'/Christina Lake-\$1,500
3. Beaverdell Community Club & Recreation Commission-Electoral Area 'E'/West Boundary -\$110
4. Big White Fire Department Auxiliary - Electoral Area 'E'/West Boundary - \$500
5. Granby Wilderness Society - Electoral Area 'E'/West Boundary - \$2,000
6. Westbridge Recreation Society - Electoral Area 'E'/West Boundary - \$5,800

[GIA-To July 21-BOARD-July 28 2016](#)

[GIA - To July 26 - BOARD - July 28 2016](#)

12. **Bylaws**

12a) **Bylaw No. 1599-First, Second and Third Readings and Adoption T. Lenardon-Revisions to *Local Government Act* and RDKB Elections Bylaw**

A Staff Report from Theresa Lenardon, Manager of Corporate Administration regarding revisions to the *Local Government Act (LGA)* which require amendments to the RDKB Elections and Other Voting Conduct Bylaw is presented.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599 be given first, second and third readings.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599 be reconsidered and adopted.

[Staff Report-Revised LGA-Draft Elections Bylaw-BOARD-July 28 2016 - Pdf](#)

12b) **Bylaw No. 1580-Amending Mt. Baldy OCP Bylaw No. 1335 Third Reading and Adoption**

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1580 be read a third time.

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1580 be reconsidered and adopted.

[Bylaw-1580 MtBaldy-Board-July 28, 2016](#)

12c) **Bylaw No. 1584 - Amending Mt. Baldy Zoning Bylaw No. 1340 Third Reading and Adoption**

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1584 be read a third time.

**Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted**

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1584 be reconsidered and adopted.

[Bylaw-1584 MtBaldy-Board-July 28, 2016](#)

- 12d) **Bylaw No. 1593 Amending Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470 - Third Reading and Adoption**

**Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted**

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1593 be read a third time.

**Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted**

That Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1593 be reconsidered and adopted.

[Bylaw-1593 Davies-Board-July 28, 2016](#)

- 12e) **Bylaw No. 1594 Amending Electoral Area 'B'/Lower Columbia-Old Glory Zoning Bylaw No. 1540
Third Reading and Adoption**

**Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted**

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1594 be read a third time.

**Recommendation: Stakeholder Vote (Electoral Area Directors)
Unweighted**

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1594 be reconsidered and adopted.

[Bylaw-1594 Davies-Board-July 28, 2016](#)

13. Late (Emergent) Items

- 13a) **Memorandum of Understanding - Regional Broadband Committee (renewal)**



A proposed Memorandum of Understanding for the Regional

Broadband Committee, an organization made up of Kootenay Local Governments, First Nations and the Columbia Basin Trust to promote and facilitate the development high speed broadband services is presented.

Recommendation: *Corporate Vote - Weighted*

That the Board authorize the RDKB signatories to sign and enter into the Memorandum of Understanding for the Regional Broadband Committee.

[CommitteeMOU2016](#)

[CBBCFedProgUpdateSummary](#)

13b) **Public Hearing Minutes - Bylaw No. 1596**



The minutes of the public hearing held regarding Bylaw No. 1596 and the proposed amendment to the Electoral Area 'C'/Christina Lake Official Community Plan are presented.

Recommendation: *Corporate Vote - Unweighted*

That the minutes of the public hearing held regarding Bylaw No. 1596 and the proposed amendment to the Electoral Area 'C'/Christina Lake Official Community Plan be received.

[Bylaw1596 Minutes TUP with attachments](#)

13c) **D. Dean - Bylaw 1596**



A staff report from Donna Dean, Manager of Planning and Development regarding the consideration of the public hearing minutes and Bylaw No. 1596 is presented.

Recommendation: *Stakeholder vote - Unweighted*

That Bylaw No. 1596 be read a third time and adopted and that a policy regarding temporary use permits be given careful consideration during the comprehensive review of the Official Community Plan to address the needs expressed at the public hearing.

[3 Staff Report - Bylaw 1596 BOARD-July 26-pdf](#)

13d) **Bylaw 1596 - Amends Electoral Area 'C'/Christina Lake Official Community Plan
Third Reading and Adoption**



Recommendation: *Stakeholder Vote - Unweighted*

(Electoral Areas Only)

That Bylaw No. 1596 be read a third time.

Stakeholder Vote - Unweighted(Electoral Areas Only)

That Bylaw No. 1596 be adopted.

Bylaw 1596 Temporary Use Permits-Board-July 28

13e) **J. Ginalias - Temporary Use Permit - Child Care Centre**



A staff report from Jeff Ginalias, Senior Planner regarding an application for a temporary use permit for a child care centre in Christina Lake is presented.

***Recommendation: Stakeholder Vote - Unweighted
(Electoral Areas only)***

That the application for a Temporary Use Permit submitted by Annie M. Rioux and Thomas M. Renold to operate a child care centre on the property located at 1680 Santa Rosa Road, legally described as Lot 8, DL, 498, SDYD, Plan KAP46442, be supported, and that a Temporary Use Permit to establish and operate a child care centre for 3 years be issued.

Staff Report - TUP Daycare BOARD-July 28-Pdf

14. Discussion Items Referred from Other RDKB Committees

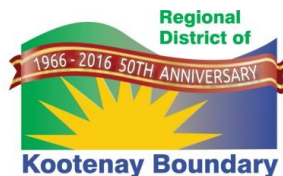
15. Discussion of Items for Future Meetings

16. Question Period for Public and Media

17. Closed (Incamera) Session

Closed session pursuant to Section 90 (1)(k)

18. Adjournment



**Regular Meeting of the Board of Directors
Thursday, June 23, 2016 – 6:00 pm
The Regional District of Kootenay Boundary Board Room, Trail, BC
Minutes**

Present: Director G. McGregor, Chair
Director M. Rotvold
Director L. Worley
Director A. Grieve
Director E. Smith
Director L. McLellan
Director V. Gee
Director M. Martin
Director T. Pahl
Alternate Director T. Webber
Alternate Director C. Cook

Staff present: M. Andison, General Manager of Operations/Deputy CAO
M. Forster, Executive Assistant/Recording Secretary
B. Burget, General Manager of Finance
D. Derby, Deputy Regional Fire Chief/Emergency Program Coordinator

Others present: Alternate Director B. Edwards
B. Simpson, ILMA - delegation
J. Dooley, ILMA - delegation
K. Kalesnikoff, ILMA - delegation
S. Weatherford, ATCO Wood Products - delegation
M. Semeniuk, ATCO Wood Products - delegation

Call to Order

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

Consideration of the Agenda (Additions/Deletions)

The agenda for the Regional District of Kootenay Boundary Board of Directors June 23, 2016 meeting was presented.

The Executive Assistant/Recording Secretary advised that Agenda Item 9d: City of Rossland Participation in Emergency Management Services will be moved for discussion after Delegations. New Business items 11j - Unbudgeted Expenditures Re: 911 and 11k - Addition of OCP Steering Committee Members were added to the agenda, and it was;

207-16 Moved: Director Grieve Seconded: Director Worley

That the agenda for the RDKB Board of Directors June 23, 2016 meeting be adopted as amended.

Carried

Minutes

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held May 26, 2016 were presented.

208-16 Moved: Director Rotvold Seconded: Director McLellan

Corporate Vote Unweighted

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held May 26, 2016 be adopted presented.

Carried

Delegation(s)**J. Dooley and B. Simpson****Interior Lumber Manufacturers' Association (ILMA)****Re: ILMA and Involvement in Communities**

Brian Simpson, together with members of Interior Lumber Manufacturers' Association (ILMA), provided the Board of Directors with a presentation on the Association. Highlights included local economy, historical and future context of the Association. ILMA represents 10 independent family owned forest companies based in the southern interior of BC. The delegation explained how changes to legislation may affect forestry operations by

decreasing allowable cuts meaning fewer logs for ILMA members producing high value mill products and industry in general. The delegation sought the support of the RDKB to:

- Encourage government to change the status quo and optimize or incent distribution of "Right Log to the Right Mill";
- Encourage government to place highest priority on increasing "High Value" product production provincially; and
- Support ILMA's social license to operate and maintain access to timber assuming high standard of environmental stewardship maintained.

209-16 Moved: Director Grieve Seconded: Director Smith

Where as: High Value Forest Product producers represent a critical component of the local economy in the Kootenay Boundary Regional District and associated Southern Interior Regions and who's future is seriously at risk because of unintended consequences associated with historical forest policy decisions combined with environmental outcomes resulting in dramatic reductions in provincial AAC from the Mountain Pine Beetle or other environmental constraints.

Be it resolved: that the Kootenay Boundary Regional District Board of Directors fully supports the request for the provincial government to take immediate action to encourage and incent the distribution of existing provincial timber supply to optimize the "Right Log To The Right Mill" ensuring maximum opportunity for economic growth and the creation of jobs. **FURTHER** that this resolution be taken to the 2016 UBCM for discussion.

Carried

Unfinished Business

RDKB Board of Directors Memorandum of Board Resolutions

The RDKB Board of Directors Memorandum of Board Resolutions ending May 31, 2016 was presented.

210-16 Moved: Director Rotvold Seconded: Director Grieve

Corporate Vote Unweighted

That the RDKB Board of Directors Memorandum of Board Resolutions ending May 31, 2016 be received.

Carried

Communications

There were no communications to discuss.

Communications (Information Only)

KBRHD Health Foundation-May 24/16

Re: Columbia Basin Trust Community Initiatives Funding

City of North Vancouver-June 2/16

Re: Cigarette Butt Deposit Return Program UBCM Resolution

Minister Mary Polak, Ministry of Environment-June 9/16

Re: Changes to Water Sustainability Act (WSA)

Director Gee raised concerns as to how the changes to the *Water Sustainability Act* will affect Boundary water purveyors and local ranchers.

211-16 Moved: Director Grieve Seconded: Director Pahl

Corporate Vote Unweighted

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

Carried

Reports

Boundary Animal Control-May 2016 Monthly Report

The monthly Boundary Animal Control Report for May 2016 was presented.

212-16 Moved: Director Worley Seconded: Director Gee

Corporate Vote Unweighted

That the monthly Boundary Animal Control Report for May 2016 be received.

Carried

Interim Schedule of Accounts May 2016**Director Pahl, Chair of Committee of the Whole (Finance)****Director Rotvold, Vice-Chair**

The Interim Schedule of Accounts ending May 31, 2016 was presented.

213-16 Moved: Director Pahl Seconded: Director Rotvold

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Interim Schedule of Accounts ending May 31, 2016 as follows:

Cheque Nos 54416-0030/0048	\$ 948,325.74
Payroll	<u>579,653.79</u>
TOTAL May Expenditures	\$1,527,979.53

Carried

RDKB Committee Minutes-May 2016

214-16 Moved: Director Pahl Seconded: Director Martin

Corporate Vote Unweighted

That the following May 2016 Committee minutes as adopted by the respective RDKB Committees at meetings held in June 2016 be received:

Boundary Economic Development Committee (May 3), Beaver Valley Regional Parks, Trails and Recreation Committee (May 10), East End Services Committee (May 10), Policy, Executive and Personnel Committee (May 11), Committee of the Whole (May 11), and Electoral Area Services Committee (May 12).

Carried

It was noted that the BEDC and Utilities Committee minutes that were included on the Board agenda were not the amended versions.

Adopted RDKB Recreation Commission Minutes-May 2016

215-16 Moved: Director Worley Seconded: Director Grieve

Corporate Vote Unweighted

That the minutes of the Electoral Area 'C'/Christina Lake Parks and Recreation Commission (May 11) and the Grand Forks and District Recreation Commission (May 12) as adopted by the respective Recreation Commissions at meetings held in June be received.

Carried

**Electoral Area 'C'/Christina Lake Trails, Parks and Recreation Commission
Recommendation to the RDKB Board of Directors**

A Staff Report from Tom Sprado, Manager of Recreation and Facilities (Grand Forks and District Recreation) regarding an update for the location of the Area C/Christina Lake Disc Golf Course was presented.

216-16 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the withdrawal of the pending License of Occupation application and instructs staff to proceed with submitting a new License of Occupation application along with a new management plan for the development of a Disc Golf Course on Crown Land that resides to the south of the UREP and immediately east of the Highway 3 (those portions of Lot A DLS 315/316 Plan 25167 – PID 005-591-155).

Carried

Draft RDKB Electoral Area Advisory Planning Commission Minutes-June 2016

217-16 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the following June 2016 Electoral Area Advisory Planning Commission draft minutes be received:

Electoral Area 'C'/Christina Lake (June 6) and Electoral Area 'E'/West Boundary (June 6).

Carried

Monthly RDKB Committee Recommendations to Board of Directors

The RDKB Committee recommendations as adopted by the RDKB Committees during June 2016 are presented for consideration.

East End Services Committee-June 14**Director Grieve, Chair and Director McLellan, Vice-Chair****218-16** Moved: Director Grieve Seconded: Director Pahl**Kootenay Boundary Regional Fire Rescue and City of Trail Partnership Agreement-Purchase and Maintenance of ATV****Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the All Terrain Vehicle (ATV) Partnership Agreement between the RDKB and the City of Trail for a five-year term commencing June 1, 2016 and expiring May 31, 2021 (with the option to renew the Agreement for an additional 5 years), for the purchase of an ATV for the City's purpose of moving patients across the new Pedestrian Pipe Bridge located in the City of Trail and access to Violin Lake and for the RDKB Kootenay Boundary Regional Fire Rescue's purpose to transport equipment and manpower to wildfires not accessible by road and to respond to medical emergencies and rescues where a conventional pickup truck may be unable to access the site. **FURTHER** that the RDKB's portion of the ATV purchase not exceed \$28,000. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the Agreement.

Carried

Utilities Committee-June 15**Director Cecchini, Chair and Director Worley, Vice-Chair****219-16** Moved: Director Worley Seconded: Alternate Director Webber**Beaver Valley Water Service and RDKB Water System Operating Agreement****Stakeholder Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Water System Operating Agreement between the (RDKB) Beaver Valley Water Service and the Village of Fruitvale to formalize the water service operations and maintenance as undertaken by the Village of Fruitvale for a term commencing January 1, 2016 and expiring December 31, 2020 and subject to Article 2.1 of the operating agreement. **FURTHER** that the RDKB will pay, in each month of the term, an amount equal to the amount requested by the Village in monthly financial statements subject to the RDKB's approved Annual Budget. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the Agreement.

Carried

Electoral Area Services Committee June 16
Director Worley, Chair and Director Gee, Vice-Chair

220-16 Moved: Director Worley Seconded: Director Grieve

Development Variance Permit-Tomlin Electoral Area 'B'/Lower Columbia-Old Glory

Stakeholder Vote (Electoral Area Directors) Unweighted

That the Development Variance Permit application submitted by Ryan and Leah Tomlin, to allow a height variance of 0.7m (from 4.5m to 5.2m) for a proposed accessory building on the property legally described as Lot B, DL 2404, Plan NEP19473, KD, in Genelle, in Electoral Area 'B'/ Lower Columbia-Old Glory, be approved.

Carried

221-16 Moved: Director Worley Seconded: Director Gee

Gas Tax Application-Rivervale Playground Shed

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax Agreement in the amount of \$9,000 for the construction of a storage shed at the Rivervale Park. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the Agreement.

Carried

Committee of the Whole (Protective Services)
Director Rotvold, Chair and Director Danchuk, Vice-Chair

City of Rossland Participation in Emergency Management Services

Director McLellan requested that the motion be amended to reflect that Rossland's service requisition be prorated to pay half of \$23,052. Discussion ensued. Concerns were raised about Rossland's long term commitment to participating with fire services. As part of Rossland's participation in Emergency Management Services, it was requested that D. Derby's report be considered by the City of Rossland and that Rossland participate in educational opportunities and GIS.

222-16 Moved: Director Worley Seconded: Alternate Director Webber

Stakeholder Vote Weighted

That the City of Rossland be advised that in order for the City to re-enter the RDKB Emergency Management Program they must pay the 2016 service requisition amount of \$23,052 during 2016. **FURTHER** that the City also pay the service its relative share of the \$209,402 (@9.02%) for capital investments that have been made since 2008 with the option of one-half of Rossland's share \$18,880 (\$9,440) being paid in 2016 and the second half being paid in 2017.

Carried

(Directors Grieve and Rotvold opposed)

Board Appointments Updates

Southern Interior Development Initiative Trust (S.I.D.I.T.) - Chair McGregor

There was no recent news to report.

Southern Interior Beetle Action Coalition (S.I.B.A.C.) - Chair McGregor

There was no recent news to report.

Okanagan Film Commission - Director Gee

Director Gee missed the last meeting due to COW.

Boundary Weed Stakeholders Committee - Director Gee

There was no recent news to report.

Columbia River Treaty Local Government Committee-Directors Worley and Danchuk

Director Worley advised that a teleconference has been scheduled for summer. Director Worley's CBRAC report included comments.

Columbia Basin Rural Advisory Committee-Director Worley

Same as the item above.

Kootenay Booth-Director Rotvold

Director Rotvold advised that there is a follow up call scheduled on June 29, 2016.

Rural Development Institute (R.D.I.)-Director Martin

There was no recent news to report.

Chair's Update - Chair McGregor

Chair McGregor advised that the Governance/Organizational Review is now underway.

New Business

C. Rimell-FrontCounter BC Referral-Licence of Occupation-Electoral Area 'B'- Lower Columbia/Old Glory

A Staff Report from Carly Rimell, Planner regarding an application to FrontCounter BC from Sacred Rides Mountain Bike Holidays Inc. for a Commercial Recreation Extensive Use License of Occupation for mountain bike purposes, on trails in Electoral Area 'B'/ Lower Columbia-Old Glory was presented.

223-16 Moved: Director Worley Seconded: Alternate Director Webber

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise FrontCounter BC that the application submitted by Sacred Rides Mountain Bike Holidays Inc., applying for a Commercial Recreation Extensive Use License of Occupation (10-30 year term) for mountain bike purposes, on trails on unsurveyed and surveyed Crown Land and private property in Electoral Area 'B'/ Lower Columbia-Old Glory, is supported.

Carried

C. Rimell-ATCO Forestry Referral-Electoral Area 'A'

A Staff Report from Carly Rimell, Planner regarding an invitation from ATCO Wood Products to comment on ATCO's proposal for 9 cut blocks in the 9 Mile and Kelly Creek areas, south east of Montrose, on Crown land within the RDKB Electoral Area 'A' was presented.

Concerns were raised about water quality protection in regards to domestic wells. Staff advised that public consultations are held and property owners would approach ATCO and the Ministry if any issues arose.

224-16 Moved: Director Grieve Seconded: Director Martin

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise ATCO Wood Products that the application for 9 proposed cut blocks for Development Areas O and P in the 9 Mile and Kelly Creek geographic area, south east of Montrose, on Crown land within the RDKB Electoral Area 'A', is supported.

Carried

C. Rimell-Timber Supply Review-Arrow Timber Supply Area-Electoral Areas 'A' and 'B'/Old Lower Columbia-Old Glory

A Staff Report from Carly Rimell, Planner regarding an invitation from the Forest Analysis and Inventory Branch of the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) to comment on the Timber Supply Review for the Arrow Timber Supply Area was presented.

"Licensees operating in Electoral Area 'B'/Lower Columbia-Old Glory" in the staff report recommendation was amended to read "licensees operating in all electoral areas of the RDKB". All Directors were in favour of the original staff recommendation as well as the amended version.

225-16 Moved: Director Worley Seconded: Director Grieve

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors requests that the required 100m buffer adjacent to the historic Dewdney Trail be delineated on Forest Development proposals prepared by licensees operating in all electoral areas in the RDKB.

Carried

C. Rimell-Agricultural Land Commission - Specified Non-Farm Use-Gravel Extraction-Electoral Area 'E'/West Boundary

A Staff Report from Carly Rimell, Planner regarding a Notice of Intent with regard to gravel extraction in the Agricultural Land Reserve (ALR) RDKB Electoral Area 'E'/West Boundary was presented.

This item was brought forward for informational purposes only.

226-16 Moved: Director Worley Seconded: Director Martin

Corporate Vote Unweighted

That the Notice of Intent for specified non-farm use with regard to gravel extraction in the Agricultural Land Reserve, submitted by James Smith of Kettle River Ranch Inc., for the property at 3000 Highway 3, legally described as Lot B, DL 376 502, Plan KAP90703, SDYD, be received.

Carried

M. Daines-Beaver Valley Regional Parks, Trails and Recreation Committee**Director Grieve, Chair and Director Danchuk, Vice-Chair**

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding a contribution agreement with the Columbia Basin Trust for upgrades at the Beaver Valley Skateboard Park in Montrose was presented.

227-16 Moved: Alternate Director Cook Seconded: Alternate Director Webber

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Contribution Agreement between the Regional District of Kootenay Boundary and the Columbia Basin Trust (CBT) for a CBT grant in the amount of \$150,000 commencing April 28, 2016 and expiring upon the CBT's receipt and approval of the Final Report for the renovation of the Beaver Valley Regional Skateboard Park Facility located in Montrose, BC.

FURTHER that the Board authorizes the RDKB signatories to sign and enter into the Agreement.

Carried

M. Daines-Service Contract and Design-Build Price Contract-Beaver Valley Skateboard Park

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding a proposed contract with New Line Skateparks Inc. for consultation, design and upgrade construction of the Beaver Valley Skateboard Park in Montrose was presented.

228-16 Moved: Alternate Director Cook Seconded: Alternate Director Webber

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Service Contract Agreement and the associated Design-Build Stipulated Price Contract (Canadian Construction Documents Committee) with New Line Skateparks Inc. in the amount of \$300,000 for the consultation, design, community engagement, installation and capital construction activities for the Beaver Valley Regional Skateboard Park located in Montrose, BC for a term commencing May 31, 2016 and ending on or before September 30, 2016 with possible extensions based on the terms and conditions as outlined in Schedule A of the Agreement. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the Agreement.

Carried

B. Burget-MFA Equipment Financing

A staff report from Beth Burget, General Manager of Finance, requesting that the Board approve equipment financing with the Municipal Finance Authority (MFA) to finance vehicle for Service 650 Rivervale Water Supply Utility was presented.

229-16 Moved: Director Pahl Seconded: Director Worley

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approve application be made to the Municipal Finance Authority for short term financing pursuant to Section 403 of the *Local Government Act* for a service vehicle for Service 650 Rivervale Water Supply Utility in the amount of \$35,881.79.

Carried

G. Denkovski-2015 Climate Action Revenue Incentive Program

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2015 Climate Action Revenue Incentive Program (CARIP) Report and associated contribution to the Climate Action Reserve Fund was presented.

230-16 Moved: Director Rotvold Seconded: Director Worley

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors direct Staff to allocate \$34,350 to the RDKB Climate Action Reserve Fund to offset the RDKB's measurable corporate greenhouse gas emissions reported to the Province of BC for the 2015 fiscal year.

Carried

Grant in Aid to June 17, 2016

231-16 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Director) Weighted

That the following Grants in Aid be approved:

1. Kootenay Columbia Learning Centre Student Scholarship-Electoral Area 'B'/Lower Columbia-Old Glory-\$750
2. Trail & District Daycare Society (Sunshine Children's Centre)-Electoral Area 'B'/Lower Columbia-Old Glory-\$1,500
3. Christina Lake Recreation Commission-Electoral Area 'C'/Christina Lake-\$1,000

4. Boundary Community Food Bank Society-Electoral Area 'D'/Rural Grand Forks-\$900
5. Walker Development Centre Scholarship-Electoral Area 'D'/Rural Grand Forks-\$150
6. Granby Wilderness Society-Electoral Area 'D'/Rural Grand Forks-\$2,000
7. Boundary Community Food Bank Society-Electoral Area 'E'/West Boundary-\$450
8. Big White Community Development Association-Electoral Area 'E'/West Boundary-\$3,000
9. Kettle River Lions Club-Electoral Area 'E'/West Boundary-\$110
10. King of Kings Church-Electoral Area 'E'/West Boundary-\$110

FURTHER that the Grant in Aid for the Granby Wilderness Society for \$2,000 will only be issued upon confirmation of the Granby Wilderness Society securing their other funding.

Carried

Dan Derby - Unbudgeted Expenditures - 911

Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator, provided the Board of Directors with a verbal report regarding unbudgeted expenditures for 911. The Directors were informed about the issues around the 911 recorder where the device is no longer technically supported and does not synchronize with the RDKB telephone system. The purchase of a new recorder was planned to be budgeted for in 2017, however it has become necessary to expedite the purchase. The cost has been estimated to be \$30,000 - \$70,000 and there are reserves that could fully fund the purchase. Staff was seeking the Board's support for the purchase of a 911 recorder.

232-16 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors fully supports the purchase of a 911 recorder.

Carried

Director V. Gee - Addition of OCP Steering Committee Member

Director Gee sought the Board of Directors' approval for the addition of Liz White as an OCP Steering Committee member to replace Dean Corbett.

233-16 Moved: Director Gee Seconded: Director Grieve

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the addition of Liz White as an OCP Steering Committee member.

Carried

Bylaws**First Reading and Set up Public Hearing****RDKB Bylaw No. 1555-Electoral Area 'D'/Rural Grand Forks Revised Official Community Plan**

234-16 Moved: Director Worley Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Electoral Area 'D'/Rural Grand Forks revised Official Community Plan Bylaw No. 1555 be read a first time.

Carried

235-16 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Staff be instructed to set up a Public Hearing for Regional District of Kootenay Boundary Electoral Area 'D'/Rural Grand Forks revised Official Community Plan Bylaw No. 1555 with Director Russell attending and Directors McGregor and Gee as alternates.

Carried

First and Second Readings and Set up Public Hearing**RDKB No. 1596 Amending Area 'C'/Christina Lake Official Community Plan**

236-16 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Electoral Area 'C'/Christina Lake Official Community Plan Amendment Bylaw No. 1596 be read a first and second time.

Carried

237-16 Moved: Director Worley Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Unweighted

That Staff be instructed to set up a Public Hearing for Regional District of Kootenay Boundary Electoral Area 'C'/Christina Lake Official Community Plan Amendment Bylaw No. 1596 with Director McGregor attending and Directors Russell and Gee as alternates.

Carried

Adoption

Bylaw No. 1600-Amending Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299

238-16 Moved: Director Gee Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) and Fringe Area (City of Grand Forks) Unweighted

That Regional District of Kootenay Boundary Electoral Area 'D'/Rural Grand Forks Zoning Amendment Bylaw No. 1600, 2016 be reconsidered and adopted.

Carried

Late (Emergent) Items

Director M. Martin - Relocation of SPCA

Director Martin expressed concerns over the fact that the SPCA, to be relocated to Castlegar, will not include veterinary services. The Board was informed that this may have been a lost opportunity to become more engaged in the relocation and services of the new SPCA in Castlegar. Staff has asked the SPCA for a status update but have not discussed where the RDKB could become more engaged. There was general consensus that this information may be worthwhile to provide to Board and staff.

UBCM Meetings

Interior Lumber Manufacturers' Association (ILMA) – “Right Log to the Right Mill”

There was general consensus to take the issues raised by ILMA during the delegation presentation as well as the RDKB's support to the September 2016 UBCM and meet with Ministry officials.

239-16 Moved: Director Grieve Seconded: Director Worley

That the Regional District of Kootenay Boundary approves the Board Chair to take the issues raised by the Interior Lumber Manufacturers' Association to the September 2016 UBCM for discussion with Ministry officials.

Carried

Discussion Items Referred from Other RDKB Committees

Discussion Item- Re: Location of August Board Meeting

In addition to holding monthly meetings in the Trail and Grand Forks offices, the RDKB Board of Directors also meets in 2 alternate locations; one alternate East End location in August and one alternate West End location in October or November.

This year, the Board met in the alternate West End location early. The Board meeting was held in Westbridge on May 26th (rather than in October or November). Therefore, the Board needs to decide in which alternate community the August Board meeting will be held.

Holding a RDKB Board meeting in a second alternate location is not mandatory. Should the Board not choose an alternate location at this time, the August Board meeting will be held in Trail.

There was general consensus to hold a future Board meeting at the Columbia Gardens Winery.

240-16 Moved: Director Gee Seconded: Director Worley

Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves holding a future Board meeting at the Columbia Gardens Winery.

Carried

Discussion of Items for Future Meetings

Discussion of items for future meetings was not required.

Question Period for Public and Media

A question period for public and media was not required.

RDKB Board Quarterly Discussion

Discussion on the Board's Progress

Every three months, the RDKB Board of Directors reviews its progress as an overall local government Board and discusses opportunities for change and or improvement where necessary.

Director Grieve commented that the new Board meeting schedules are working well.

Closed (Incamera) Session

Closed Meeting- *Community Charter Section 90 (1)*

241-16 Moved: Alternate Director Webber Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors convene to a closed meeting pursuant to Section 90 (1)(k) of the *Community Charter* at 7:37 pm.

Carried

Reconvene to Regular Board Meeting

242-16 Moved: Alternate Director Cook Seconded: Alternate Director Webber

That the Regional District of Kootenay Boundary reconvene to the regular meeting at 7:39 pm.

Carried

Adjournment

The Board meeting was adjourned at 7:45 pm.

Board Delegation/Presentation Policy
Delegation Request Form

Committee/Board Delegation Request Form

Name of person or organization wishing to appear:	Carol Suhan, Fortis BC		
	Patricia Dehnel, Community Energy Association		
Subject of delegation:	Introduction of Fortis BC community energy conservation programs Support for SCEEP implementation		
Purpose of delegation (please check where appropriate):	Information Only	yes	
	Requesting a letter of support		
	Request for funding		
	Other (please provide details): FortisBC energy efficiency programs for residents and businesses		
	Description of programs to support energy conservation		
	Support community events and education programs		
update of SCEEP, EV strategy, Community Energy Management			
Contact Person (if different from above):	Patricia Dehnel		
Telephone:	250-505-3246	Email:	pdehnel@communityenergy.bc.ca
Meeting Date Requested:	July 13 - COW if available or July 28		
Technical Requirements: Will you be using a powerpoint presentation?	YES	If yes, you are required to submit the presentation before the meeting as well as bringing it on a memory stick.	
The Regional District utilizes Microsoft Office products. The Regional District is not responsible for software incompatibility. If your presentation does not work on our equipment, you will not be able to use an electronic presentation.			
For more information please contact: Manager of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148 Toll Free: 1-800-355-7352 Fax: 250-368-3990 Email: tlenardon@rdkb.com			

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 Board & Committee Delegation Request
 (Excerpt from Board Presentation Policy)
 Page 1 of 2

Board Delegation/Presentation Policy
Delegation Request Form

To facilitate effective delegations:

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

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

Patricia Dehnel, CEA

Name of Delegate/Representative of Group

June 10, 2016

Date

Patricia Dehnel

Signature

For Office Use Only

Referred to
Chair:

June 10/16

Date

Approved

Declined

If declined provide explanation:

Date of delegation (if applicable):

July 28/16

Applicant informed of decision:

Theresa L. Gordon

Signature

June 10/16

Date

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Board & Committee Delegation Request
(Excerpt from Board Presentation Policy)
Page 2 of 2

Board Delegation/Presentation Policy



Board/Committee Delegation Request Form

Name of person or organization wishing to appear:	Thompson Okanagan Tourism Association		
Subject of delegation:	Presentation of the Rail Trails Tourism Strategy Document		
Purpose of delegation (please check where appropriate):	Information Only	<input type="checkbox"/>	
	Requesting a letter of support	<input checked="" type="checkbox"/>	
	Request for funding	<input type="checkbox"/>	
	Other (please provide details):		
Contact Person (if different from above):	Glenn Mandziuk and Ellen Walker-Matthews		
Telephone:	250-809-9290	Email:	Experiences@totabc.com
Meeting Date Requested:	July 28th, 2016		
Technical Requirements: Will you be using a powerpoint presentation?	<input checked="" type="checkbox"/>	If yes, you are required to submit the presentation before the meeting as well as bringing it on a memory stick.	
The Regional District utilizes Microsoft Office products. The Regional District is not responsible for software incompatibility. If your presentation does not work on our equipment, you will not be able to use an electronic presentation.			
For more information please contact: Director of Corporate Administration 202-843 Rossland Avenue Trail, BC V1R 4S8 Phone: 250-368-9148 Toll Free: 1-800-355-7352 Fax: 250-368-3990 Email: tlenardon@rdkb.com			
Page 1 of 2			

 Board Delegation/Presentation Policy
 Page 1 of 2

Board Delegation/Presentation Policy

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3. If you have not provided your information prior to the meeting, bring sufficient copies to the meeting. Sixteen (16) copies are required.
4. Direct all comments to the Chair.
5. Do not expect an immediate answer. The Board may wish to have further investigation or time to consider the matter.
6. You may not be able to appear before the Board on the day requested. You are not confirmed to appear before the Board until you receive confirmation from staff.
7. **At no time will a delegation be allowed regarding a bylaw which a Public Hearing has been held, or where a Public Hearing is required under an enactment as a prerequisite to the adoption of the bylaw.**
8. **At no time will a delegation be allowed for the purpose of discussing a matter to be dealt with as a grievance under a collective agreement.**

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

Ellen Walker -Matthews

Name of Delegate/Representative of Group

July 6th, 2016

Date

Signature

For Office Use Only

Referred to
Chair:

Date

Approved

Declined

If declined provide explanation:

Date of delegation (if applicable):

Applicant informed of decision:

Signature

Date

Page 2 of 2

SUBMIT

RDKB Board of Directors
Memorandum of Action Items
Pending Tasks

Tasks from May 26/2010 and March 20/2014 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
231-10	Sidley Mtn. Fire Protection	Staff met with Okanagan Similkameen Regional District in June re. Satellite Service in Area 'E' (Sidley Mountain/Anarchist). <i>Staff met with RDOS in June to discuss Sidley Mtn. Fire Protection. Information has been provided to RDOS. Waiting for a response.</i>	Ongoing
232-10 102-14	Christian Valley Mosquito Control Service	1. Staff working with proponents. 2. Staff will research use of bat houses in proposed Feasibility Study. <i>There has been some minor public consultation. Work continues. Meeting upcoming in August.</i>	Ongoing

Tasks from Jan 30/2014 and March 31/2015 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
5-14 145-15	Carbon Emissions Reduction 2014 CARIP Report & Contribution to Climate Action Reserve Fund	1. Continue current partnership agreement subject to approved partnership funding contributions. 2. Staff will provide a report identifying opportunities for further carbon reductions taking into consideration planned retrofits, renewals and staff resources. <i>Projects will be proposed in 2016 budgets.</i>	Ongoing C

Tasks from Sept 29/2015 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	BCSPCA	Staff will follow up on the matter of the City of Castlegar approaching the BCSPCA expressing interest in a proposed new SPCA facility to be built in the West Kootenays.	C
378-15	Taxation Exemption Policy	1. The matter of the RDKB Taxation Exemption Bylaw be referred to the PEP Committee for the development of a policy for the granting of permissive tax exemptions. 2. This draft policy was discussed by PEP Committee on June 15/16. <i>The PEP Committee referred it back to staff for more research in the approach by municipalities and will be presented back to PEP Committee Sept/Oct 2016.</i>	C IP

Tasks from Oct 29/2015 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	CRTLGC and CBRAC	Staff will post information gathered on BC Hydro's flood control measures for the Directors.	IP

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RDKB Board of Directors
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Tasks from Nov 26/2015, March 24, 2016 and May 26, 2016 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	After Action Report on 2015 Wildfires	Staff will investigate the possibility and cost of using satellite phones and FM radios as a means of communication.	IP
437-15	McKelvey Creek and Grand Forks Landfills-Reuse Centres	Staff will prepare an information package describing options for divestment of usable items. <i>Information package available at SW facilities and RDKB web site</i>	C
438-15	Organics Collection	1. Staff will gather waste collection service information from municipalities and improvement districts in Greater Trail Wasteshed for the purposes of planning an efficient organics collection and processing service. <i>Discussions underway with member municipalities.</i> 2. Staff will gather waste collection service information from municipalities and contractors in the West Boundary for the purpose of planning an efficient organics collection and processing service. <i>Discussions underway with member municipalities.</i>	IP IP
447-15 448-15 449-15	Application for Municipal Regional District Tax	1. RDKB will request that the Province levy a 2% Municipal Regional District Tax on its behalf effective April 1, 2016 or as soon as possible after that date. 2. Staff will coordinate the submission of the application with the Boundary Accommodators Steering Committee recognizing that the majority of the time and work will be performed by that group and that RDKB staff will be limited to reviewing the quality of the application, its alignment with RDKB policies and other activities as required to correspond and submit the application to the Province. 3. Staff will prepare a cost estimate of the RDKB costs that will be incurred in the administration of the MRDT program. <i>Still in progress, waiting for results from Municipal consultation.</i>	C C
193-16		4. Directors approved the submission of an application to the Province for a 2% Room Tax in Electoral Areas C and D and the City of Grand Forks area to fund tourism promotion activities. 5. Board approved the proposed Partnership Agreement between the RDKB and the Boundary Museum Society subject to the Boundary Museum Society agreeing to the proposed agreement. 6. Board authorized the RDKB signatories to enter and sign the Partnership Agreement subject to the Boundary Museum Society's approval.	C C C

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Tasks from January 28, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	Board Development Session	1. Staff will circulate credentials and information on Jerry Berry, Jerry Berry Consultants Inc. as a possible facilitator for the presentation on local government and business boards. <i>Contact has been made with Mr. Berry.</i> 2. Staff will provide the Board Directors with options for when the Board Development session can be arranged. <i>Will be considered after Gov/Org review is complete.</i>	IP

Tasks from March 24, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
106-16	CBT Appointment Term	The CBT Appointment Policy will be referred back to the PEP Committee for review of, and possible revisions to the appointment term by removing limitations to make it more flexible and in line with Provincial and other local governments' appointment terms. <i>PEP still reviewing.</i>	IP
107-16	Solid Waste Facilities Hours of Operations	1. Staff will draft a report regarding landfill activity at the McKelvey Creek Landfill during 7:00 am and 9:00 am. <i>Data reports to be analyzed. Currently collecting detailed data through the construction season to determine commercial use of facility in early hours.</i> 2. The report will be presented to the COW (Environmental Services) at a future meeting.	IP
124-16	ATV Purchase	The joint purchase of an ATV for emergency transport purposes by the KBRFR and the City of Trail. <i>Was approved by EES Comm June 15/16 and approved by BOD on June 23/16. Sent to City of Trail for signing.</i>	C

Tasks from April 21, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
142-16	Permanent Mussel Inspection Station	1. Staff will forward a letter to the Ministry of Environment inquiring why a permanent mussel inspection station was not installed in the Boundary. 2. The letter will also request the Ministry to install an inspection station in Christina Lake.	C C
n/a	ALC Presentations	1. The same presentation that was made by the ALC at the CEO/CAO Conference in Victoria will be made to the RDKB Board and staff will make the necessary arrangements. 2. There will be further discussion regarding an Integrity Commissionaire for BC local governments and the possibility of developing an RDKB Code of Conduct as a precursor to an Integrity Commissionaire at a future PEP meeting.	IP

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n/a	Noxious Weed Control Services	Staff will review the noxious weed control services contract to ensure that Electoral Area 'D/Rural Grand Forks is specifically mentioned in the Scope of Work in terms of minimum hours required. <i>Area D/Rural Grand Forks serviced by two contracts with new 2016 contract primarily focused on Area E with some work in Area D to supplement other contract.</i>	C
151-16	Bylaw Enforcement Notice and Dispute Adjudication	1. Staff will apply to the Lieutenant Governor in Council to enact a regulation to include the RDKB in Schedule 1 of the Bylaw Notice Enforcement Regulation. <i>Ministry has advised request for OIC. Will go before cabinet mid-Sept.</i> 2. Upon inclusion in the Regulation, staff will draft a Bylaw Notice Enforcement Bylaw for the Board's consideration at a future meeting. <i>October – November 2016</i>	C IP
n/a 159-16	Regulating Fees for Solid Waste Management Facilities	1. This matter will be discussed further at a future COW (Environmental Services) meeting where staff will provide additional information and the Waive Tipping Fee Policy will be reviewed for possible amendments that would include waiving of tipping fees for scale weight for residential users. 2. The extension to the tipping fee waiver to May 31, 2016 is approved for only those individuals specifically identified by Director Gee as individuals who were impacted by the 2015 Interface Wildfires in the Rock Creek Westbridge areas. 3. The waiver will apply only to refuse materials that were created from the fires and which have been inspected, screened and documented by RDKB staff who will verify that the material is fire-related rubble authorized to be deposited into the landfill without tipping fees and only subject to landfill attendants having been presented with the proper paperwork and metal will not be accepted in this waiver.	C
n/a	Electronic Meetings	1. A long-range plan and firm details regarding videoconferencing meetings will be developed. <i>Only complete once EAS Committee pilot project has been discussed in more detail – matter briefly discussed by Board on April 21/16.</i> 2. The matter of electronic meetings will continue to be discussed by the EAS Committee.	IP Ongoing
160-16	Integrity Commissioner for Local Govt.	RDKB will support SILGA's resolution regarding the Integrity Commissioner for Local Government. <i>Letter sent.</i>	C

**RDKB Board of Directors
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Tasks from May 26, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	Local Govt Conflict of Interest Exceptions Regulations	The matter of local government conflict of interest exceptions regulations will be referred to PEP for suggestions as to how the Board of Directors will manage appointments to society and corporate boards without the risk of disqualification based on financial conflict of interest.	IP
173-16	Christina Lake Parks and Recreation Commission	Staff will amend the 2016 Financial Plan for a grant in the amount of \$20,000 from Service 027 for the purchase of capital equipment. <i>Will be considered with other amendments.</i>	IP
178-16	Beaverdell BC Used Oil Management Association (BCUOMA)	1. Staff will correspond with BCUOMA expressing the Board's concerns with the poor level of service that is being provided by the Stewardship Program. 2. The assertive letter will be drafted after the May 26, 2016 Board meeting and will be copied to the relevant Provincial Ministries. 3. The BCUOMA will be requested to provide a response that will include information as to how it plans to accomplish the RDKB's request.	IP
179-16	Delivery of Used Oil Recovery by BCUOMA	The following resolution will be taken to the UBCM: Whereas the BCUOMA is required, under the provisions of the BC Recycling Regulation to provide programs to collect used motor oil, used oil filters and used oil bottles from the citizens of BC, be it resolved: That the Province of BC take steps to compel the BCUOMA to provide access to used motor oil, used oil filters and used oil bottles collection services in all communities wherever new oil is sold.	C

Tasks from June 23, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
209-16	Interior Lumber Manufacturers Assoc.	1. The Board supports the request for the provincial government to take immediate action to encourage and incent the distribution of existing provincial timber supply to optimize the "Right Log to the Right Mill" ensuring maximum opportunity for economic growth and the creation of jobs. 2. This resolution will be taken to the 2016 UBCM for discussion.	C C
216-16	Location of Area 'C'/Christina Lake Disc Golf Course	The Board approves the withdrawal of the pending License of Occupation application and instructs staff to proceed with submitting a new License of Occupation along with a new management plan for the development of a Disc Golf Course on Crown Land that resides to the south of the UREP and immediately east of the Highway 3.	IP
219-16	BV Water Service and RDKB Water System Operating Agreement	1. The Board approves the Water System Operating Agreement between the RDKB BV Water Service and the Village of Fruitvale to formalize the water service operations and maintenance as undertaken by the Village of Fruitvale.	C

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		2. The RDKB will pay, in each month of the term, an amount equal to the amount requested by the Village in monthly financial statements subject to the RDKB's approved Annual Budget.	C
225-16	Arrow Timber Supply	The Board requests that the required 100m buffer adjacent to the historic Dewdney Trail be delineated on Forest Development proposals prepared by licensees operating in all electoral areas in the RDKB.	C
229-16	MFA Equipment Financing	The Board approves application to be made to MFA for short term financing pursuant to Section 403 of the <i>Local Government Act</i> for a service vehicle for Service 650 Rivervale Water Supply Utility in the amount of \$33,881.79.	IP
230-16	2015 Climate Action Revenue Incentive Program	The Board directs staff to allocate \$34,350 to the RDKB Climate Action Reserve Fund to offset the RDKB's measurable corporate greenhouse gas emissions reported to the Province for the 2015 fiscal year.	C
231-16	Grants in Aid	The GIA for the Granby Wilderness Society for \$2,000 will only be issued upon confirmation of the Granby Wilderness Society securing their other funding.	IP
240-16	Future RDKB Meetings	The Board will hold a future Board meeting at the Columbia Gardens Winery.	IP

**RDKB Board of Directors
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Staff & Board Follow-Up – In Addition to Board Resolutions

Date/Item/Issue for future meetings

Feb 26/15 – Board will discuss increasing the amount of sponsorship given to communities that host AKBLG conventions when AKBLG is held in RDKB jurisdiction.

Mar 31/15 – Strategic priority-funding of gas tax and the January 2016 intake of proposals regarding a Boundary-scale Trails development for 2016.

Apr 30/15 – Rural Dividends – Rural Advisory Council

May 28/15 – Staff investigate bio-waste solids on ALR lands and prepare report for future consideration.

May 28/15 – Staff explore possible changes to Improvement District legislation.

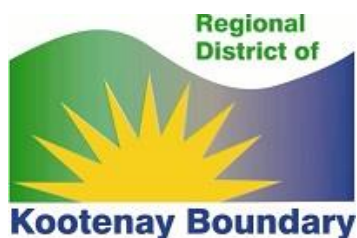
July 30/15 – Discussion regarding historical sites.

Jan 28/16 – The creation of a partnership between Electoral Areas B and C and the KCTS to help maintain the Bonanza Recreation Area.

Feb 25/16 – Information from the RDKB Building Department and the Municipal Insurance Association regarding the impacts of the new Building Code.

Feb 25/16 – Review use of RDKB computers by elected officials and staff.

Apr 21/16 – ALC application turnaround time – Invite representatives from the ALC to attend a Board Meeting.

**STAFF REPORT**

Date: 28 Jul 2016 **File** ES - Admin
To: **Chair McGregor and Members of the RDKB Board of Directors**
From: Goran Denkovski, Manager of Infrastructure and Sustainability
Re: Gas Tax Agreement Amendment to May 26, 2016 Resolution 181-16

Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the amendment of resolution 181-6 May 26 2016 for the Gas Tax Agreement for the RDKB Kettle River Heritage Trail (Grand Forks to Christina Lake Trans Canada Trail).

History/Background Factors

Since 2011 the Grand Forks Community Trails Society has been advocating the paving of the 17 km of the Columbia and Western Trail between Grand Forks and Christina Lake. As this project is very expensive for a small region it has been broken down into phases. This grant application is to pave 1.8 km and will build on the first 1.7 km phase paved in 2013. The gas tax funding will supplement the application for the BC Rural Dividend Fund.

The Province of BC has committed \$100,000.00 in capital funding to this project that must be allocated before the end of our fiscal year on March 31, 2017. The Province will continue to plan for a capital upgrade of the rail trail between Cascade trestle and Nursery trestle for this coming September. The BC Rural Dividend Fund will not be announcing funding until the September 2016.

Below is the Regular Board Meeting Resolution from May 26, 2016

Gas Tax Agreement RDKB Kettle River Heritage Trail
181-16

Moved: Director Gee Seconded: Director Russell
Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB Kettle River Heritage Trail in the amount of \$100,000.00 for Trans Canada Trail Upgrades between Christina Lake and Grand Forks. FURTHER that the Board authorizes the RDKB signatories to sign and enter into the agreement.

Implications

The Rural Dividend Fund Program Guide states that costs incurred before an application is approved are ineligible for funding. The application process is a competitive one, and applicants making commitments on the assumption of being successful are seen as taking that risk on by themselves.

Advancement of Strategic Planning Goals

N/A

Background Information Provided

N/A

Alternatives

1. Receive the Staff Report
2. That the RDKB Board of Directors amend resolution 181-16 from the May 26 2016 meeting.
3. Not Receive the Staff Report

Recommendation(s)

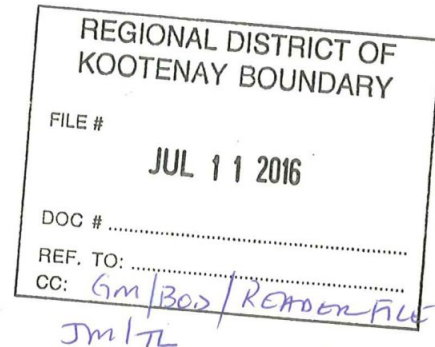
That the Regional District of Kootenay Boundary Board of Directors amend the May 26, 2016 resolution 181-16 to That the Regional District of Kootenay Boundary Board of Directors approves the application for a Gas Tax Agreement by the RDKB Grand Forks to Christina Lake Rails Trail in the amount of \$100,000.00 for Trans Canada Trail. **FURTHER**, that the Regional District of Kootenay Boundary Board of Directors authorizes Staff to use the funds in partnership with the Province of BC prior to learning the outcome of the BC Rural Dividend Fund application. **AND FURTHER**, that the Regional District of Kootenay Boundary Board of Directors sign into a memorandum of understanding between the RDKB and the Province of BC Trails Branch.



JUL 07 2016

Ref: 95038

Ms. Grace McGregor
 Chair
 Board of Directors
 Regional District of Kootenay Boundary
 202 – 843 Rossland Avenue
 Trail, BC V1R 4S8



Dear Ms. McGregor:

Thank you for your May 5, 2016 letter regarding "Fueling Change in the Kootenays."

The Clean Energy Vehicle (CEV) Program was designed to reduce barriers to the adoption of CEVs, including the cost and availability of new vehicles and the availability of charging infrastructure. The CEV Program has been highly successful in starting the transition to a transportation system that is powered by clean energy. Funding for the CEV Program comes from the Innovative Clean Energy Fund, which is funded through a levy on fossil-fuel energy sales.

To make CEVs more affordable and reduce greenhouse gas emissions (GHG), the Province is offering incentives of up to \$5,000 for the purchase or lease of a new battery electric or plug-in hybrid electric vehicle, and up to \$6,000 for a hydrogen fuel cell vehicle. The electric vehicle incentive of \$5,000 can also be combined with the SCRAP-IT program incentives, resulting in a total potential incentive of up to \$8,250 for an electric vehicle. In addition, CEVs displaying an official decal are now allowed in high occupancy vehicle (HOV) lanes in British Columbia regardless of the number of passengers in the car.

To date, the CEV Program has helped support the purchase of over 2,400 electric vehicles and the development of over 1,000 charging stations, and has resulted in 144,000 tonnes of direct GHG emissions reductions. We are currently reviewing options for CEV incentives under the Climate Leadership Plan process.

However, in response to strong demand, the Province is injecting an additional \$6.89 million into the CEV Program to ensure purchase incentives continue to be

.. /2

Ministry of
 Energy and Mines and
 Minister Responsible
 for Core Review

Office of the Minister

Mailing Address:
 PO Box 9060, Stn Prov Govt
 Victoria, BC V8W 9E2

Telephone: 250 387-5896
 Facsimile: 250 356-2965

available for British Columbians who choose a qualifying electric or hydrogen fuel cell vehicle, and to make further investments in charging infrastructure. Six million dollars is being provided for purchase incentives, while \$890,000 will be invested in programs under development to expand public and residential charging infrastructure and encourage fleet purchases of CEVs.

To ensure the funds available for incentives go further and are available for more British Columbians purchasing lower-cost CEVs, the Province has established a vehicle price cap, effective as of March 2, 2016, where any CEV with a manufacturer suggested retail price (MSRP) above \$77,000 will not be eligible for a purchase incentive from the CEV Program.

In December 2015 in Paris, British Columbia became the fourteenth member of the Zero Emission Vehicle Alliance, joining leading jurisdictions such as Germany, the United Kingdom, and west coast partners California and Oregon. Further transportation-related initiatives are under consideration as part of the Province's Climate Leadership Plan process.

In the upcoming weeks, the Government's new Climate Leadership Plan will be released, laying out a path for British Columbia to achieve targets for GHG reductions while growing a strong economy. For further information please visit the link at <https://engage.gov.bc.ca/climateleadership/>.

On June 10, 2016, the Province launched a Call for DC fast charging station hosts, and I understand that the Community Energy Association will be submitting an application to this Call to support the fast charging station plan proposed in "Fueling Change in the Kootenays." I would be pleased to provide a letter of support for the Community Energy Association's application for funding to the Federation of Canadian Municipalities. Ministry of Energy and Mines staff are working with the Community Energy Association on the plan and a supporting letter.

Further information on the CEV Program can be found at www.gov.bc.ca/cleanenergy/vehicleprogram.

I would like to congratulate you for taking actions to encourage the use of electric vehicles and thank you, again, for writing.

Sincerely,



Bill Bennett
Minister



Honourable Bill Bennett
Minister of Energy & Mines
East Kootenay MLA
Kootenay East Constituency Office
Cranbrook BC V1C 3P9

May 5, 2016

Dear Minister:

Re: Fueling Change in the Kootenays

Please be advised that the Regional District of Kootenay Boundary (RDKB) Board of Directors adopted the following resolution at a meeting held on April 21, 2016:

That the Regional District of Kootenay Boundary Board of Directors approves participating in the comprehensive Regional Electric Vehicle Charging Infrastructure Strategy "Fueling Change in the Kootenays" and providing letters of support to the Minister of Energy and Mines and to the Columbia Basin Trust to further identify partnership opportunities in the implementation of the strategy. **FURTHER** that the RDKB Board of Directors also commit, in principle, to funding support of \$15,000 per year for each 2016 and 2017 towards the implementation of the comprehensive strategy.

The RDKB is pleased to express its unanimous support for the Community Energy Association's application to the Federation of Canadian Municipalities (FCM) Green Municipal Fund for the Electric Vehicle Charging Station Network project – "Fueling Change in the Kootenays." As noted above, the RDKB has resolved to commit a total of \$30,000 in funds towards this 2-year project, to further support the FCM funding application.

Transportation is responsible for approximately 63% of greenhouse gas emissions in the Kootenays; expenditure on energy in the RDKB \$131 million per year. If the Fueling Change proposal is implemented, this reliable and comprehensive electric vehicle charging station network will help reduce greenhouse gas emissions in our region, boost electric vehicle tourism, create job opportunities and encourage electric vehicle ownership.

The adoption of "Fueling Change" sets the stage to collaboratively build a comprehensive and well planned network that will maximize benefits for the entire Kootenay region. The network will meet the short term goal of increasing tourism and economic development by filling a gap in the current network to move electric vehicle traffic between the Okanagan and Alberta. It further supports in the long term, transition to low emission vehicles and a robust network for Kootenay residents.

The Regional District of Kootenay Boundary is delighted to support this initiative and believes that the area will reap numerous environmental, social and economic benefits from the transition to a cleaner transportation network. This endeavor would be comprised of multiple partners from the private and public sector, making it a truly collaborative and regional project.

In conjunction with other community partners including our neighbouring Kootenay Regional Districts, Columbia Basin Trust, BC Hydro, and FortisBC, we ask that the Ministry of Energy and Mines also commit to support this sustainable transportation and truly regional initiative.

Thank you for your consideration.

COPY

Grace McGregor, Chair, RDKB Board of Directors





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

May 30, 2016

ALC File: 54384

Todd Dynneson
P.O. Box 57
Bridesville, BC
V0H 1B0

Dear Mr. Dynneson:

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

Please find attached the Reasons for Decision of the Agricultural Land Commission (Resolution #165/2016) as it relates to the above noted application. A sketch plan depicting the decision has been attached.

Your attention is drawn to s. 33(1) of the *Agricultural Land Commission Act* which provides a person affected the opportunity to submit a request for reconsideration.

- 33(1) On the written request of a person affected or on the commission's own initiative, the commission may reconsider a decision of the commission under this Act and may confirm, reverse or vary it if the commission determines that:
- (a) evidence not available at the time of the original decision has become available,
 - (b) all or part of the original decision was based on evidence that was in error or was false.


Please note that pursuant to s. 33.1 of the *Agricultural Land Commission Act*, the Chair may direct the executive committee to reconsider this panel decision if, within 60 days from the date of this decision, he considers that the decision "may not fulfill the purposes of the commission as set out in section 6 or does not adequately take into account the considerations set out in section 4.3". I can advise you that in this case, the Chair has already reviewed the decision and has instructed me to communicate to you that he does not intend to exercise that authority in this case.

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

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Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per: 

Colin J. Fry, Chief Tribunal Officer

Enclosures: Reasons for Decision (Resolution #165/2016)
Sketch plan

cc: Regional District of Kootenay Boundary (File: E-TWP66-07983.000)
BC Assessment – Suite 200, 117 Cranbrook Street North, Cranbrook, BC V1C 3P8

54384d1



AGRICULTURAL LAND COMMISSION FILE 54384

REASONS FOR DECISION OF THE KOOTENAY PANEL

Application submitted pursuant to s. 20(3) of the *Agricultural Land Commission Act*

Applicant:

**Todd Dynneson
(the "Applicant")**

Application before the Kootenay Regional Panel:

**Sharon Mielnichuk, Panel Chair
Ian Knudsen**



THE APPLICATION

- [1] The legal description of the property involved in the application is:
 Parcel Identifier: 015-228-983
 That Part South East ¼ Section 10 shown on Plan B1396, Township 66,
 Similkameen Division, Yale District
 (the "Property")

- [2] The Property is 7.4 ha in area.

- [3] The Property has the civic address 5985 Highway 3, Bridesville.

- [4] The Property is located within a designated agricultural land reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "ALCA").

- [5] The Property is located within Zone 2 as defined in s. 4.2 of the *ALCA*.

- [6] Pursuant to s. 20(3) of the *ALCA*, the Applicant is applying to operate an auto-body repair shop within an existing 1800 square foot shop and parking space in front of the shop on the 7.4 ha property (the "Application").

- [7] On December 1, 2015, the Chair of the Agricultural Land Commission (the "Commission") referred the Application to the Kootenay Regional Panel (the "Panel").

RELEVANT STATUTORY PROVISIONS

- [8] The Application was made pursuant to s. 20(3) of the *ALCA*:
 20(3) An owner of agricultural land or a person with a right of entry to agricultural land granted by any of the following may apply to the commission for permission for a non-farm use of agricultural land.



[9] The Panel considered the Application pursuant to its mandate in s. 4.3 of the ALCA:

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.

[10] The purposes of the Commission set out in s. 6 are as follows:

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; and
- (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.

EVIDENTIARY RECORD BEFORE THE PANEL

[11] The Panel considered the following evidence:

- 1. The Application
- 2. Local government documents
- 3. Previous application history
- 4. Agricultural capability map, ALR context map, and satellite imagery

All documentation noted above was disclosed to the Applicant in advance of this decision.

[12] The Panel reviewed a previous application involving the Property:

Application ID: 11875
Legacy File: 15524
(Swetlishoff, 1982)

This application proposed to remove 1,000 m³ of soil from portions of the subject property and was approved with conditions by Resolution #2675/1982.



SITE VISIT

- [13] The Panel did not consider it necessary to conduct a site visit to the Property based on the evidentiary record associated with the Application.

FINDINGS

Section 4.3(a) and Section 6 of the ALCA: First priority to agriculture

- [14] In assessing agricultural capability, the Panel referred in part to agricultural capability mapping and ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The improved agricultural capability ratings identified on CLI map sheet 82E/3 for the mapping units encompassing the Property are Class 4, Class 5, Class 6 and Class 7; more specifically the majority of the Property is classified as unimprovable from 6:4T-4:5TM while the northwestern portion of the Property is unimprovable from 8:6TR-2:7RT and a small portion of the eastern part of the property is unimprovable from 6TM.

Class 4 - land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

Class 5 - land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability.

Class 6 - land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

Class 7 - land has no capability for soil bound agriculture.

The limiting subclasses associated with this parcel of land are M (moisture deficiency), P (stoniness), R (shallow bedrock) and T (topographic limitations).

- [15] The Panel reviewed the CLI ratings and found that they are consistent with directly adjacent properties.



[16] The Panel noted that no further buildings are being proposed on the property, and that the proposed use will take place in an existing facility and small parking area.

[17] The Electoral Area 'E'/West Boundary Advisory Planning Commission (APC) recommendation supported the proposed non-farm use, not including any salvage work.

Section 4.3(b) of the ALCA: Second priority to economic, cultural and social values

[18] In a letter submitted with the application, the Applicant stated the following: "This business would be a huge asset to the community with the possibility of employment, skills training, and sponsorship of local sports teams and youth organizations. I have been in discussions with the principal of the local high school developing a work experience programme for students interested in trades."

Section 4.3(c) of the ALCA: third priority to regional and community planning objectives

[19] There is not an existing Official Community Plan or a Zoning Bylaw in this area of Electoral Area 'E'/West Boundary of the Regional District of Kootenay Boundary.

Weighing the factors in priority

[20] Primarily due to the agricultural capability of the subject property and the proposed use within an existing shop area, the Panel believes that the Application will not have an adverse impact on agriculture, both on the Property itself and the surrounding area.

[21] The Panel gave consideration to economic, social and cultural values and regional and community planning objectives planning as required by s. 4.3 of the ALCA. In this case, the Panel finds that these considerations are not contributory to the decision following the Panel's review of the agricultural considerations.



Agricultural Land Commission Decision, ALC File 54384

DECISION

[22] For the reasons given above, the Panel approves the Application to operate an auto-body repair shop within the existing 1800 square foot shop and parking space in front of the shop on the 7.4 ha property.

[23] The approved Application is subject to the following conditions:

- a. the non-farm use being in substantial compliance with the plan submitted with the Application;
- b. the approval does not include the storage of unregistered vehicles
- c. the approval does not include salvage operation work

[24] 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.

[25] Panel Chair **Sharon Mielnichuk**, concurs with the decision.
Commissioner **Ian Knudsen**, concurs with the decision.

[26] Decision recorded as Resolution #165/2016.

A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the *Agricultural Land Commission Act*.

Upon instruction of the Panel, I have been authorized to release the Reasons for Decision by Resolution #165/2016. The decision is effective upon release.




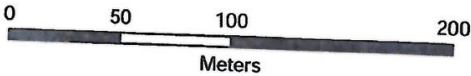
Colin J. Fry, Chief Tribunal Officer

May 30, 2016

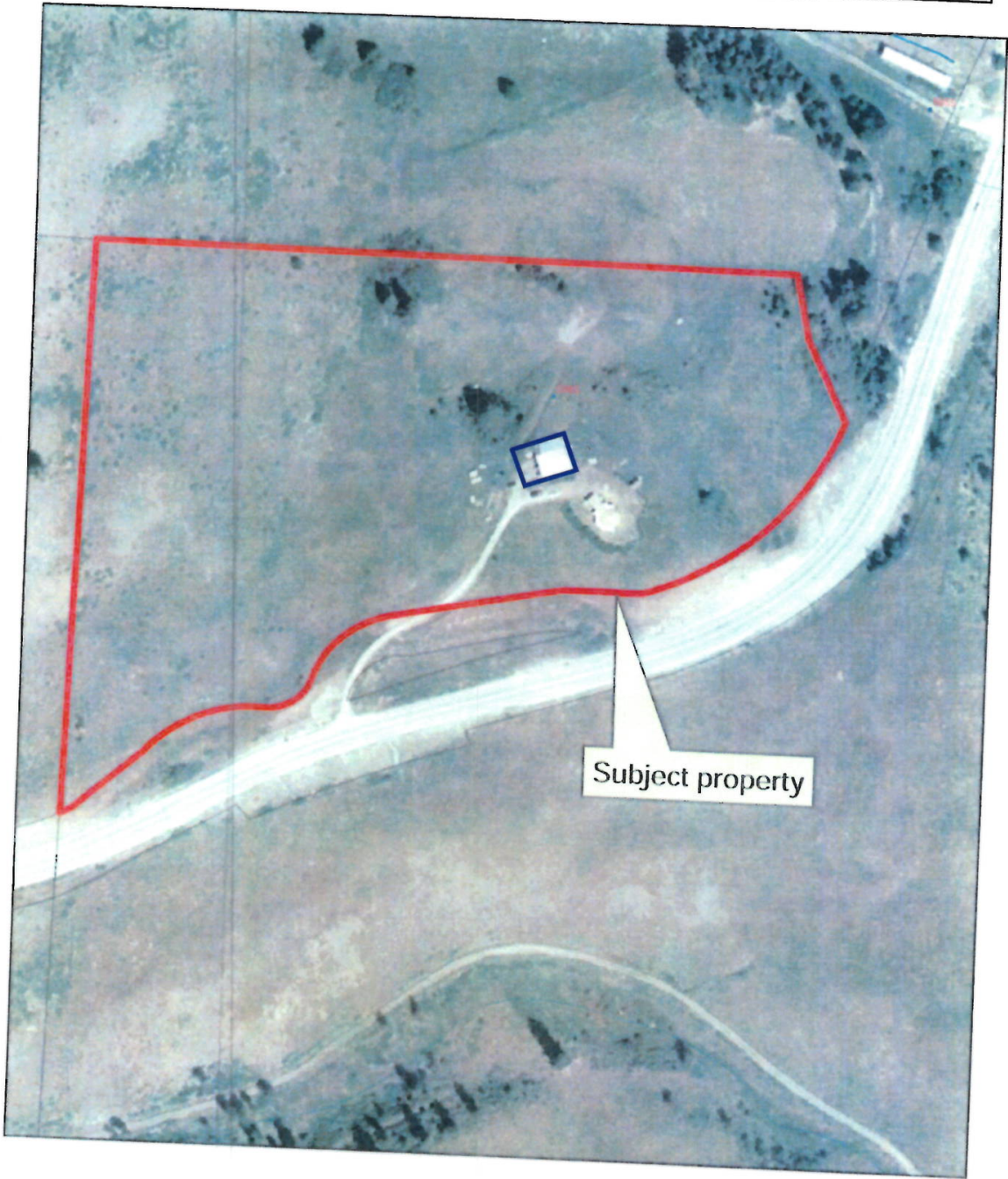
Date Released

ALC Application ID 54384
Resolution #165/2016

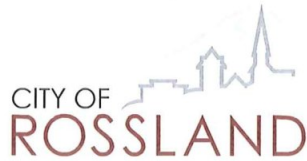
 - Approximate area of approved non-farm use.



Ortho Photo



Projected Coordinate System:
NAD 83 UTM Zone 11N



File No: 0110.05

OFFICE OF THE MAYOR

June 28, 2016

Ms Grace MacGregor, Chair
 RDKB
 202 - 843 Rossland Ave.
 Trail, BC V1R 4S8

RE: Emergency Management Program

Dear Grace,

It was disappointing to learn that the RDKB Board was not permitted to consider an amendment to the motion to allow the City of Rossland to rejoin the Regional Emergency Management Program on a prorated basis. Rossland felt that by waiving consideration of the depreciation of the capital assets that had been acquired since Rossland left the service in 2008, we were demonstrating our commitment to the service and our willingness to work together. While we understand that these adjustments would have been fairly modest, it is the principle and the precedent at stake that is most troubling.

Fundamental principles of good governance would suggest contributions to each service be examined in a fair and unbiased manner. Decisions and actions are used to set precedents. Is it now fair to assume that henceforth the RDKB board will charge a full year's contribution for any service that any potential partner wants to join, regardless of the actual number of months of participation in the first year? The same question could be asked about depreciation: Is it fair to assume that no depreciation of capital assets will be considered if a potential partner wants to join a service? This flies in the face of common sense as well as good financial practice and responsible governance. If there is a policy to this effect please forward it to my attention.

Additionally, our representative to the RDKB board had requested that the Board consider its willingness to accept Rossland back into the service at the **February 10, 2016** RDKB COW Meeting. The following motion was made:

Moved: Director McGregor. Seconded: Director Worley:

That for a future meeting, that Staff be instructed to prepare a report with regards to the inclusion of the City of Rossland back into the Emergency Preparedness Service Plan. FURTHER that the report include background information regarding the City withdrawing from the Service as well as information regarding the financial implications and obligations for the City should it be accepted back into the Service and what the overall implications for the Service participants would be in the future.

Phone 250 362 7396 Fax 250 362 5451
 Email cityhall@rossland.ca Web rossland.ca

1899 Columbia Avenue, PO Box 1179, Rossland, BC V0G 1Y0, Canada

The City of Rossland is certainly willing to pay our fair share but we resist being asked arbitrarily to pay more especially in light of the fact that the RDKB delayed for four months getting back to us.

It is also important to note that we bring a number of trained and experienced staff members to the Emergency Management Program team. Welcoming Rossland back to the service will be a net positive for the RDKB both by incrementally reducing the contribution of all partners and by increasing the capacity of the service. We believe the Board missed an opportunity to increase regional collaboration by fairly and enthusiastically welcoming a returning partner.

The current Rossland council sees the benefits in returning the service. We look forward to working together with our neighbours to tackle any emergencies that arise to threaten any of our partners but we want to return under a fair agreement. We respectfully request that the Board reconsider its recent motion requiring us to pay the full annual requisition for the service in 2016.

With that intent, Rossland council passed the following motion at our meeting last night:

Resolved that Council notifies the Regional District of Kootenay Boundary that the City is interested in re-entering into the Regional Emergency Preparedness service, only if the City is required to pay a pro-rated amount of the total 2016 service requisition amount plus the City's portion of capital investments made in that service since 2008.

I look forward to your favourable response to our request.

Sincerely,

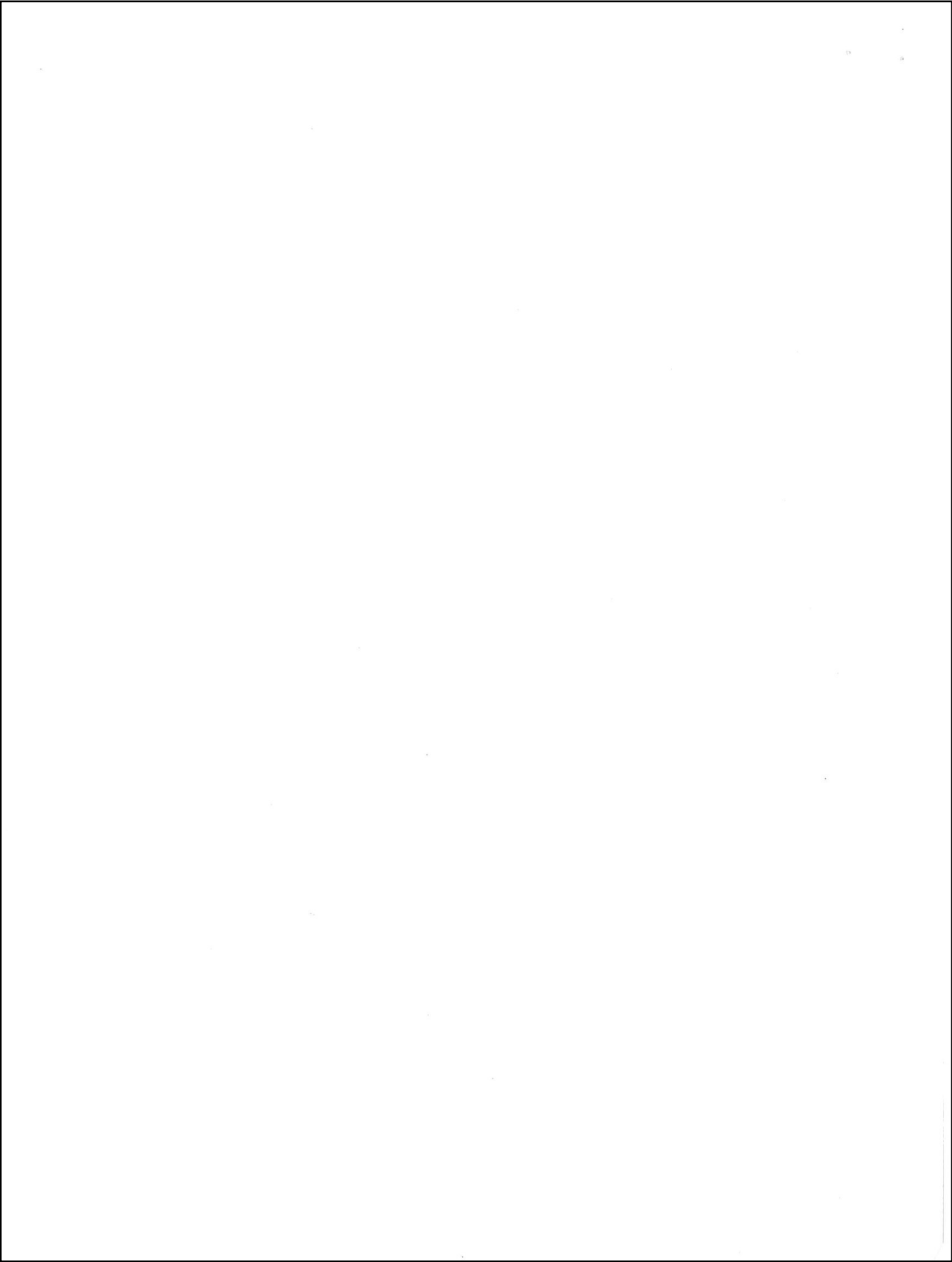


Mayor Kathy Moore

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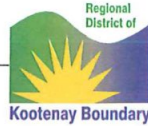
1899 Columbia Avenue, PO Box 1179, Rossland, BC V0G 1Y0, Canada

REGIONAL DISTRICT OF KOOTENAY BOUNDARY INTERIM SCHEDULE SUMMARY:	Jun-16
ACCOUNTS PAYABLE FOR JUNE 2016	\$1,379,745.73
PAYROLL EXPENDITURES (PP# 11,12,13)	\$933,054.84
TOTAL EXENDITURES FOR JUNE 2016	<u>\$2,312,800.57</u>



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank



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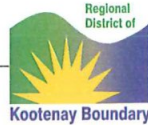
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Time : 3:46 pm

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 Cheque Dt. : 01-Jun-2016 To 30-Jun-2016
 Bank : 1 - CIBC Bank - General

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

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54686	03-Jun-2016	BIG055	BIG WHITE MOUNTAIN COMMUNITY DEVELO	Issued	216	C	5,200.00
54687	03-Jun-2016	BLA060	BLAIR SPORTS WEAR	Issued	216	C	811.10
54688	03-Jun-2016	BOU030	BOUNDARY MUSEUM SOCIETY	Issued	216	C	500.00
54689	03-Jun-2016	BOU036	BOUNDARY COUNTRY REGIONAL CHAMBER	Issued	216	C	7,500.00
54690	03-Jun-2016	BRI001	BRINK'S CANADA LIMITED	Issued	216	C	339.48
54691	03-Jun-2016	BVT010	BV TOOL RENTALS (2011) LTD.	Issued	216	C	299.74
54692	03-Jun-2016	CEN030	CENTRAL KOOTENAY INVASIVE SPECIES SO	Issued	216	C	18,492.60
54693	03-Jun-2016	CHR016	CHRISTINA LAKE LADIES GOLF CLUB	Issued	216	C	300.00
54694	03-Jun-2016	CHR018	CHRISTINA LAKE ARTS AND ARTISAN SOCIE	Issued	216	C	3,500.00
54695	03-Jun-2016	CHR440	CHRISTINA GATEWAY DEVELOPMENT ASSO	Issued	216	C	14,344.37
54696	03-Jun-2016	CIB010	CIBC VISA	Issued	216	C	20,732.04
54697	03-Jun-2016	CON150	CONNECT HEARING	Issued	216	C	800.00
54698	03-Jun-2016	DEA015	DEANE, SUSAN	Issued	216	C	48.99
54699	03-Jun-2016	DEL100	DELTA T CONSULTANTS	Issued	216	C	5,922.32
54700	03-Jun-2016	DER030	DERBY, DANIEL, J.	Issued	216	C	405.00
54701	03-Jun-2016	DOE020	DOELL PHOTO	Issued	216	C	336.00
54702	03-Jun-2016	EDW030	EDWARDS, WILLIAM	Issued	216	C	228.47
54703	03-Jun-2016	FLE015	FLEETCOR CANADA MASTERCARD	Issued	216	C	2,824.39
54704	03-Jun-2016	FLE015	FLEETCOR CANADA MASTERCARD	Issued	216	C	645.82
54705	03-Jun-2016	FOR010	FORTISBC - ELECTRICITY	Issued	216	C	3,530.86
54706	03-Jun-2016	GRA055	GRAND FORKS RENOVATION CENTRE	Issued	216	C	153.70
54707	03-Jun-2016	GRA170	GRAND FORKS & DISTRICT PUBLIC LIBRARY	Issued	216	C	1,560.00
54708	03-Jun-2016	GRA180	GRAND FORKS INTERNATIONAL BASEBALL T	Issued	216	C	3,750.00
54709	03-Jun-2016	GRA240	GRAND FORKS & DISTRICT FALL FAIR	Issued	216	C	3,500.00
54710	03-Jun-2016	KET006	KETTLE VALLEY GOLF CLUB	Issued	216	C	1,400.00
54711	03-Jun-2016	KET110	KETTLE RIVER STOCKMEN'S ASSOCIATION	Issued	216	C	250.00
54712	03-Jun-2016	KON070	KONRAD, FRANK	Issued	216	C	267.36
54713	03-Jun-2016	LAC030	LACEY, ADAM D	Issued	216	C	268.57
54714	03-Jun-2016	LIT015	LITTLE LAKERS LEARNING CENTRE SOCIET	Issued	216	C	1,000.00
54715	03-Jun-2016	MAR020	MARTIN, TERRY K.	Issued	216	C	330.00
54716	03-Jun-2016	MIN040	MINISTER OF FINANCE	Issued	216	C	888.23
54717	03-Jun-2016	MIN160	MINISTER OF FINANCE	Issued	216	C	100.64
54718	03-Jun-2016	PEN030	PENNER, BRUCE	Issued	216	C	683.60
54719	03-Jun-2016	RBM010	R B MECHANICAL	Issued	216	C	71.24
54720	03-Jun-2016	REP020	REPIN, MICKEY	Issued	216	C	894.40
54721	03-Jun-2016	ROS009	ROSSLAND GOLDEN CITY DAYS	Issued	216	C	1,000.00
54722	03-Jun-2016	ROT030	ROTVOLD, MARGUERITE	Issued	216	C	907.40
54723	03-Jun-2016	SET010	SETON	Issued	216	C	54.98
54724	03-Jun-2016	SEV020	SEVEN SUMMITS COFFEE COMPANY	Issued	216	C	120.00
54725	03-Jun-2016	SHA030	SHAW CABLE	Issued	216	C	491.20
54726	03-Jun-2016	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	216	C	14,230.91
54727	03-Jun-2016	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Issued	216	C	139.53
54728	03-Jun-2016	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	216	C	109.00
54729	03-Jun-2016	VAL130	VALLEN	Issued	216	C	451.23
54730	03-Jun-2016	VOY030	VOYKIN, WALTER	Issued	216	C	900.00
54731	03-Jun-2016	WEB050	WEBSTER SCHOOL PARENT ADVISORY COU	Issued	216	C	4,253.73
54732	03-Jun-2016	WES016	WESTBRIDGE RECREATION SOCIETY	Issued	216	C	100.00
54733	03-Jun-2016	WES039	WESTERN COMMUNITIES FOUNDATION	Issued	216	C	300.00
54734	03-Jun-2016	WES065	WEST BOUNDARY SUSTAINABLE FOODS ANI	Issued	216	C	100.00
54735	03-Jun-2016	WHI030	WHISPERS OF HOPE BENEVOLENCE ASSOC	Issued	216	C	800.00
54736	03-Jun-2016	WIL035	WILLIAMS, KEITH	Issued	216	C	70.00
54737	03-Jun-2016	WYL015	WYLLIE, ROMAN	Issued	216	C	660.72

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary-Bank


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Date : Jul 06, 2016

Time : 3:46 pm

Supplier : 084010 To ZUC010
 Cheque Dt. : 01-Jun-2016 To 30-Jun-2016
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Seq : Cheque No. Status : All
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54740	08-Jun-2016	BAR090	BARRETT MOTORSPORTS & EQUIPMENT	Issued	223	C	49.25
54741	08-Jun-2016	CAN170	CANADA POST CORP	Issued	223	C	614.46
54742	08-Jun-2016	CAS001	CASCADIA SPORT SYSTEMS INC.	Issued	223	C	2,576.00
54743	08-Jun-2016	CEC010	CECCHINI, PATRICIA	Issued	223	C	66.64
54744	08-Jun-2016	CHI070	CHINOOK SCAFFOLD SYSTEMS LTD.	Issued	223	C	76.33
54745	08-Jun-2016	COL390	COLUMBIA BASIN BROADBAND CORPORATIO	Issued	223	C	3,651.20
54746	08-Jun-2016	DEA015	DEANE, SUSAN	Issued	223	C	28.00
54747	08-Jun-2016	DEL010	DELISLE, GEORGE	Issued	223	C	192.85
54748	08-Jun-2016	DIX030	DIXON, SHERRY	Issued	223	C	199.50
54749	08-Jun-2016	FER001	FERRARO FOODS	Issued	223	C	9.98
54750	08-Jun-2016	FOR010	FORTISBC - ELECTRICITY	Issued	223	C	25,585.74
54751	08-Jun-2016	FOR040	FORTIS BC - NATURAL GAS	Issued	223	C	3,144.35
54752	08-Jun-2016	FRO040	FRONTLINE FIRE DEPT. TRAINING INC.	Issued	223	C	624.75
54753	08-Jun-2016	FRU020	FRUITVALE CO-OP	Issued	223	C	706.82
54754	08-Jun-2016	GAI010	GAIA PRINCIPLES IPM SERVICES	Issued	223	C	52.50
54755	08-Jun-2016	GEN002	GENERATION TO GENERATION SOCIETY	Issued	223	C	2,000.00
54756	08-Jun-2016	GRA400	GRAND FORKS FLOORING	Issued	223	C	8.96
54757	08-Jun-2016	GRA540	GRAHAM MARINE CONSTRUCTION	Issued	223	C	145.95
54758	08-Jun-2016	GRE030	GREYHOUND COURIER EXPRESS	Issued	223	C	139.36
54759	08-Jun-2016	GUA010	GUARANTEED AUTOMOTIVE	Issued	223	C	3,035.94
54760	08-Jun-2016	HAC020	HACH SALES AND SERVICE CANADA LTD.	Issued	223	C	316.96
54761	08-Jun-2016	HAL060	HALL'S BASICS & GIFTS LTD	Issued	223	C	64.79
54762	08-Jun-2016	HOO060	HOOPER, HOLLY	Issued	223	C	250.00
54763	08-Jun-2016	KOO015	KOOTENAY COLUMBIA TRAILS SOCIETY	Issued	223	C	5,000.00
54764	08-Jun-2016	KOR040	KORPACK CEMENT PRODUCTS	Issued	223	C	202.65
54765	08-Jun-2016	MAC090	MACASSO, MARIA	Issued	223	C	50.00
54766	08-Jun-2016	MAR010	MARWEST INDUSTRIES LTD.	Issued	223	C	3,390.70
54767	08-Jun-2016	MIN030	MINISTER OF FINANCE	Issued	223	C	11,102.00
54768	08-Jun-2016	MIX020	MIX, DAVID	Issued	223	C	183.74
54769	08-Jun-2016	OVE010	OVERWATEA FOODS	Issued	223	C	13.44
54770	08-Jun-2016	PES010	PESUT, BRYON	Issued	223	C	3,769.50
54771	08-Jun-2016	PET010	PETRO CANADA	Issued	223	C	5,829.39
54772	08-Jun-2016	POL010	POLS, KENDALL	Issued	223	C	111.11
54773	08-Jun-2016	PRA040	PRAXAIR DISTRIBUTION	Issued	223	C	69.26
54774	08-Jun-2016	PUR020	PUROLATOR INC.	Issued	223	C	67.58
54775	08-Jun-2016	RAC010	RACE TRAC FUELS	Issued	223	C	936.69
54776	08-Jun-2016	REC010	RECEIVER GENERAL FOR CANADA	Issued	223	C	91,603.09
54777	08-Jun-2016	ROS010	THE CITY OF ROSSLAND	Issued	223	C	139.62
54778	08-Jun-2016	ROS015	ROSSLAND HEALTH CARE AUXILIARY SOCIE	Issued	223	C	1,937.00
54779	08-Jun-2016	RUT040	RUTHERFORD, IAN P.	Issued	223	C	167.99
54780	08-Jun-2016	SAV010	SAVAGE PLUMBING & HEATING	Issued	223	C	352.17
54781	08-Jun-2016	SEC030	SECURE BY DESIGN	Issued	223	C	44.80
54782	08-Jun-2016	SHA030	SHAW CABLE	Issued	223	C	77.23
54783	08-Jun-2016	SIL003	SILVA, ROBERT	Issued	223	C	157.49
54784	08-Jun-2016	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	223	C	269.86
54785	08-Jun-2016	TEL050	TELUS SERVICES INC.	Issued	223	C	303.66
54786	08-Jun-2016	THE190	THE ICE GUY	Issued	223	C	69.30
54787	08-Jun-2016	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	223	C	185.40
54788	08-Jun-2016	TRU040	TRUE CONSULTING GROUP	Issued	223	C	512.40
54789	08-Jun-2016	VAL130	VALLLEN	Issued	223	C	348.55
54790	08-Jun-2016	VER080	VERSA-TASK SERVICES	Issued	223	C	480.00

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Cheque Register-Summary-Bank



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Seq : Cheque No. Status : All
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54793	08-Jun-2016	WES035	WESTERN FINANCIAL GROUP FRUITVALE	Issued	223	C	740.00
54794	08-Jun-2016	WHC001	WH CONTRACTING	Issued	223	C	720.00
54799	16-Jun-2016	ALL140	ALLAN, JONATHAN	Issued	235	C	540.00
54800	16-Jun-2016	ARN050	ARNELL, HANNAH	Issued	235	C	601.37
54801	16-Jun-2016	BEA140	BEAVERDELL RECREATION COMMISSION	Issued	235	C	800.00
54802	16-Jun-2016	BLA090	BLACKWELL, CAMERON	Issued	235	C	305.98
54803	16-Jun-2016	BRI040	BRIDESVILLE RECREATION COMMISSION	Issued	235	C	500.00
54804	16-Jun-2016	BVT010	BV TOOL RENTALS (2011) LTD.	Issued	235	C	829.87
54805	16-Jun-2016	CAR015	CARVELLO LAW CORPORATION	Issued	235	C	3,030.13
54806	16-Jun-2016	CAS016	CASCADES RECOVERY INC.	Issued	235	C	1,656.16
54807	16-Jun-2016	CHO010	CHOUKALOS, DEREK	Issued	235	C	74.85
54808	16-Jun-2016	CHR450	CHRISTINA LAKE ELEMENTARY PARENT ADV	Issued	235	C	9,220.00
54809	16-Jun-2016	COL240	COLUMBIA FILTER LTD.	Issued	235	C	183.69
54810	16-Jun-2016	COM070	COMMUNITY FUTURES DEVELOPMENT CORP	Issued	235	C	1,443.75
54811	16-Jun-2016	DEP020	DEPELLEGRIN, LEE	Issued	235	C	203.27
54812	16-Jun-2016	DON060	DONEGAN, CAMERON	Issued	235	C	293.91
54813	16-Jun-2016	DUE020	DUECK, TIM	Issued	235	C	45.00
54814	16-Jun-2016	EDW030	EDWARDS, WILLIAM	Issued	235	C	239.76
54815	16-Jun-2016	EMC070	EMCON SERVICES INC.	Issued	235	C	151.37
54816	16-Jun-2016	FAI030	FAIRBANK ARCHITECTS LTD	Issued	235	C	1,319.73
54817	16-Jun-2016	FOR010	FORTISBC - ELECTRICITY	Issued	235	C	387.28
54818	16-Jun-2016	FOR040	FORTIS BC - NATURAL GAS	Issued	235	C	845.35
54819	16-Jun-2016	GES010	SONEPAR CANADA INC - GESCAN WEST	Issued	235	C	156.13
54820	16-Jun-2016	GRA590	GRAVES, TAD	Issued	235	C	23.17
54821	16-Jun-2016	HAL060	HALL'S BASICS & GIFTS LTD	Issued	235	C	26.34
54822	16-Jun-2016	HIC001	HICKSON, DONALD, R.	Issued	235	C	195.00
54823	16-Jun-2016	HIR010	HIRAM, JANICE	Issued	235	C	217.00
54824	16-Jun-2016	IMP020	IMPERIAL OIL LIMITED	Issued	235	C	1,170.19
54825	16-Jun-2016	KET002	KETTLE RIVER MUSEUM SOCIETY	Issued	235	C	400.00
54826	16-Jun-2016	KET030	KETTLE RIVER RECREATION ASSOCIATION	Issued	235	C	500.00
54827	16-Jun-2016	KUT015	KUTZNER, CONNIE	Issued	235	C	74.85
54828	16-Jun-2016	MAK010	MAKI, PHILLIP	Issued	235	C	427.41
54829	16-Jun-2016	MAR006	MARINO WHOLESALE LTD.	Issued	235	C	110.26
54830	16-Jun-2016	MCR002	MCRITCHIE, TERRI	Issued	235	C	401.99
54831	16-Jun-2016	MID025	MIDWAY COMMUNITY ASSOCIATION	Issued	235	C	700.00
54832	16-Jun-2016	MID070	MIDWAY PUBLIC LIBRARY	Issued	235	C	300.00
54833	16-Jun-2016	MIN020	MINISTER OF FINANCE	Issued	235	C	207.18
54834	16-Jun-2016	MIN160	MINISTER OF FINANCE	Issued	235	C	106.10
54835	16-Jun-2016	MOR010	MORRISSEY CREEK BUILDING SUPPLIES (19	Issued	235	C	459.51
54836	16-Jun-2016	MOR025	MORASSUT, ANGELA ALICE	Issued	235	C	170.24
54837	16-Jun-2016	NOF010	NO FRILLS	Issued	235	C	275.40
54838	16-Jun-2016	OKA160	OKANAGAN FILM COMMISSION	Issued	235	C	5,000.00
54839	16-Jun-2016	PAR055	PARSONS, W. MICHAEL	Issued	235	C	67.18
54840	16-Jun-2016	PHO002	PHOENIX MOUNTAIN ALPINE SKI SOCIETY	Issued	235	C	2,000.00
54841	16-Jun-2016	PIN015	PIN, JULIE	Issued	235	C	137.50
54842	16-Jun-2016	PUR020	PUROLATOR INC.	Issued	235	C	33.25
54843	16-Jun-2016	REC010	RECEIVER GENERAL FOR CANADA	Issued	235	C	86,509.52
54844	16-Jun-2016	ROL010	ROLLINS MACHINERY LIMITED	Issued	235	C	1,392.79
54845	16-Jun-2016	RUS020	RUSSELL, B. LUKE	Issued	235	C	21.47
54846	16-Jun-2016	SEL010	SELECT OFFICE PRODUCTS	Issued	235	C	785.64
54847	16-Jun-2016	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Issued	235	C	7,437.00

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary-Bank


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Page : 4

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54849	16-Jun-2016	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	235	C	2,013.65
54850	16-Jun-2016	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	235	C	127.00
54851	16-Jun-2016	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	235	C	538.90
54852	16-Jun-2016	VAL130	VALLÉN	Issued	235	C	665.24
54853	16-Jun-2016	VIS015	VISIONS FOR SMALL SCHOOLS SOCIETY	Issued	235	C	1,092.00
54854	16-Jun-2016	WAL080	WAL MART CANADA CORP	Issued	235	C	638.02
54855	16-Jun-2016	WAS010	WASTE MANAGEMENT	Issued	235	C	633.80
54856	16-Jun-2016	WEB060	WEBBER, TABATHA	Issued	235	C	31.20
54857	16-Jun-2016	WEB070	WEBB, STANLEY	Issued	235	C	160.00
54858	16-Jun-2016	WES006	WEST BOUNDARY SENIOR'S HOUSING SOCI	Issued	235	C	100.00
54859	16-Jun-2016	WES170	WESTBRIDGE RECREATION COMMISSION	Issued	235	C	500.00
54860	16-Jun-2016	ZAN020	ZANUSSI, BRIAN	Issued	235	C	25.00
54861	16-Jun-2016	ZON020	ZONE WEST ENTERPRISES LTD.	Issued	235	C	328.80
54862	24-Jun-2016	ACM030	ACME VISIBLE FILING SYSTEMS LTD.	Issued	243	C	94.83
54863	24-Jun-2016	ALP003	ALPINE CONTRACTING	Issued	243	C	4,840.50
54864	24-Jun-2016	ARC040	ARCTEC ALLOYS LIMITED	Issued	243	C	698.89
54865	24-Jun-2016	BAT030	BATTRICK & SONS LOCKSMITHING	Issued	243	C	50.40
54866	24-Jun-2016	BEA042	BEATTIE, PAUL	Issued	243	C	50.38
54867	24-Jun-2016	BIP010	BI PURE WATER	Issued	243	C	54.03
54868	24-Jun-2016	BLA020	BLACK TOP LINE PAINTING SERVICES	Issued	243	C	1,674.00
54869	24-Jun-2016	BOU010	BOUNDARY ELECTRIC(1985) LTD.	Issued	243	C	705.05
54870	24-Jun-2016	BOU070	BOUNDARY HOME BUILDING CENTRE	Issued	243	C	35.39
54871	24-Jun-2016	BOU171	BOUNDARY CREEK TIMES	Issued	243	C	52.50
54872	24-Jun-2016	CHE035	CHECK EQUIPMENT	Issued	243	C	794.78
54873	24-Jun-2016	COM003	COMMERCIAL AQUATIC SUPPLIES	Issued	243	C	220.52
54874	24-Jun-2016	CRE030	CREATIVE CUSTOM EMBROIDERY	Issued	243	C	819.93
54875	24-Jun-2016	DEA015	DEANE, SUSAN	Issued	243	C	34.41
54876	24-Jun-2016	DEL100	DELTA T CONSULTANTS	Issued	243	C	630.00
54877	24-Jun-2016	DOM015	DOMINION PRECAST LTD.	Issued	243	C	5,273.03
54878	24-Jun-2016	EAG020	EAGLE INDUSTRIES	Issued	243	C	2,912.00
54879	24-Jun-2016	ENV010	ENVIRONMENTAL OPERATORS CERTIFICATI	Issued	243	C	420.00
54880	24-Jun-2016	FOR010	FORTISBC - ELECTRICITY	Issued	243	C	330.34
54881	24-Jun-2016	FOR040	FORTIS BC - NATURAL GAS	Issued	243	C	148.55
54882	24-Jun-2016	GIL030	GILLMOR, NANCY	Issued	243	C	42.24
54883	24-Jun-2016	GLA040	GLACIER VALLEY TREE CARE LTD.	Issued	243	C	1,181.25
54884	24-Jun-2016	GRA049	GRANBY ECOLOGICAL	Issued	243	C	2,000.00
54885	24-Jun-2016	GRE030	GREYHOUND COURIER EXPRESS	Issued	243	C	146.63
54886	24-Jun-2016	GUE020	GUERTIN, SHELDON	Issued	243	C	4,250.00
54887	24-Jun-2016	HAL060	HALL'S BASICS & GIFTS LTD	Issued	243	C	15.10
54888	24-Jun-2016	HER035	HERR MACHINE	Issued	243	C	206.15
54889	24-Jun-2016	HOM010	HOME DEPOT CREDIT SERVICES	Issued	243	C	84.64
54890	24-Jun-2016	IMP120	4IMPRINT	Issued	243	C	2,526.57
54891	24-Jun-2016	INT008	INTER-MTN. TESTING LTD.	Issued	243	C	2,415.00
54892	24-Jun-2016	INT017	INTERSTATE BATTERIES	Issued	243	C	45.36
54893	24-Jun-2016	INT040	INTEGRA TIRE AUTO CENTRE	Issued	243	C	78.29
54894	24-Jun-2016	LIL020	LIL T'S CAFE	Issued	243	C	310.70
54895	24-Jun-2016	LIN060	LINDAL, DAVID	Issued	243	C	51.48
54896	24-Jun-2016	LIS010	LISTOWEL TROPHIES AND ENGRAVING	Issued	243	C	415.69
54897	24-Jun-2016	LIS020	LISA'S LAKESIDE BISTRO	Issued	243	C	36.75
54898	24-Jun-2016	MED100	MEDAL MOUNTING CANADA	Issued	243	C	54.61
54899	24-Jun-2016	MID010	VILLAGE OF MIDWAY	Issued	243	C	1,693.09
54900	24-Jun-2016	MIN010	MINISTER OF FINANCE	Issued	243	C	1,370.56

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
54901	24-Jun-2016	MIN040	MINISTER OF FINANCE	Issued	243	C	2,793.77
54902	24-Jun-2016	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Issued	243	C	235.55
54903	24-Jun-2016	MKL001	M K LAWN CARE	Issued	243	C	899.85
54904	24-Jun-2016	OAS010	OASIS RECREATION SOCIETY	Issued	243	C	2,000.00
54905	24-Jun-2016	OKA120	OKANAGAN AUDIO LAB LTD.	Issued	243	C	577.50
54906	24-Jun-2016	OVE010	OVERWAITEA FOODS	Issued	243	C	35.75
54907	24-Jun-2016	PAS060	THE PASTRY SHOP	Issued	243	C	28.05
54908	24-Jun-2016	PET015	PETERS, TRAVIS PATRICK	Issued	243	C	78.62
54909	24-Jun-2016	PHO002	PHOENIX MOUNTAIN ALPINE SKI SOCIETY	Issued	243	C	20,000.00
54910	24-Jun-2016	PHO030	PHOENIX BENEFITS SOLUTIONS	Issued	243	C	26,197.14
54911	24-Jun-2016	PRA040	PRAXAIR DISTRIBUTION	Issued	243	C	55.41
54912	24-Jun-2016	PUR020	PUROLATOR INC.	Issued	243	C	67.95
54913	24-Jun-2016	RBM010	R B MECHANICAL	Issued	243	C	684.25
54914	24-Jun-2016	RUS010	RUSSELL, ROLY	Issued	243	C	267.24
54915	24-Jun-2016	RUS025	RUSTIC CRUST	Issued	243	C	199.50
54916	24-Jun-2016	SCH030	SCHOOL DISTRICT NO. 51 (BOUNDARY)	Issued	243	C	102.33
54917	24-Jun-2016	SEL010	SELECT OFFICE PRODUCTS	Issued	243	C	152.62
54918	24-Jun-2016	SEV020	SEVEN SUMMITS COFFEE COMPANY	Issued	243	C	120.00
54919	24-Jun-2016	SHA030	SHAW CABLE	Issued	243	C	390.04
54920	24-Jun-2016	SOU001	SOUND SOLUTIONS	Issued	243	C	112.00
54921	24-Jun-2016	STE130	STERICYCLE COMMUNICATION SOLUTIONS	Issued	243	C	768.24
54922	24-Jun-2016	SVE010	SVENDSEN, JAMES	Issued	243	C	75.00
54923	24-Jun-2016	TDC020	TD CANADA TRUST	Issued	243	C	2,511.74
54924	24-Jun-2016	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	243	C	173.56
54925	24-Jun-2016	TEL002	TELUS MOBILITY	Issued	243	C	4,128.25
54926	24-Jun-2016	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	243	C	149.70
54927	24-Jun-2016	TRA055	TRAIL ALLIANCE CHURCH	Issued	243	C	14,696.00
54928	24-Jun-2016	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	243	C	269.84
54929	24-Jun-2016	TRI040	TRI-WEST FENCE AND GATE	Issued	243	C	906.75
54930	24-Jun-2016	VAL130	VALLEN	Issued	243	C	88.72
54931	24-Jun-2016	VES001	VESTA DYNAMICS INC.	Issued	243	C	105.00
54932	24-Jun-2016	VIS050	VISTA RADIO LTD.	Issued	243	C	1,138.37
54933	24-Jun-2016	XPC010	XP CONTRACTING	Issued	243	C	12,349.45
54943	30-Jun-2016	BCT030	BC TRANSIT	Issued	249	C	133,033.00
54944	30-Jun-2016	BIG055	BIG WHITE MOUNTAIN COMMUNITY DEVELO	Issued	249	C	3,000.00
54945	30-Jun-2016	BOU470	BOUNDARY COMMUNITY FOOD BANK SOCIE	Issued	249	C	1,350.00
54946	30-Jun-2016	BRU020	BRUNT, LEWIS	Issued	249	C	131.25
54947	30-Jun-2016	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Issued	249	C	6,180.67
54948	30-Jun-2016	CEC010	CECCHINI, PATRICIA	Issued	249	C	83.28
54949	30-Jun-2016	CIA010	CIARDULLO, MARIA L	Issued	249	C	85.00
54950	30-Jun-2016	COO020	COOK, CINDY	Issued	249	C	5.20
54951	30-Jun-2016	DAV060	DAVIES, EDWARD G.	Issued	249	C	70.00
54952	30-Jun-2016	DEL100	DELTA T CONSULTANTS	Issued	249	C	10,595.38
54953	30-Jun-2016	DES010	DESROSIERS, JENNIFER	Issued	249	C	49.16
54954	30-Jun-2016	ESS010	ESSON PLUMBING & HEATING LTD.	Issued	249	C	144.74
54955	30-Jun-2016	FOR040	FORTIS BC - NATURAL GAS	Cancelled	251	C	0.00
54956	30-Jun-2016	GES010	SONEPAR CANADA INC - GESCAN WEST	Issued	249	C	16.31
54957	30-Jun-2016	GRA630	GRAYSON, SARA	Issued	249	C	49.27
54958	30-Jun-2016	IMP100	IMPERIAL DATA SUPPLY CORP.	Issued	249	C	131.04
54959	30-Jun-2016	JAM035	JAMIESON, DAN	Issued	249	C	28.90
54960	30-Jun-2016	JOH012	JOHNSON, KIM, IN TRUST	Issued	249	C	181.86
54961	30-Jun-2016	JOH230	JOHNSON, KIM	Issued	249	C	28.33
54962	30-Jun-2016	JON015	JONKER, SHELAYNIE	Issued	249	C	750.00

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
54963	30-Jun-2016	KET007	KETTLE RIVER LIONS CLUB	Issued	249	C	110.00
54964	30-Jun-2016	KIN020	KING, LORI	Issued	249	C	35.00
54965	30-Jun-2016	KIN100	KING OF KINGS NEW TESTAMENT CHURCH	Issued	249	C	110.00
54966	30-Jun-2016	LOW020	LOWER COLUMBIA COMMUNITY DEVELOPM	Issued	249	C	44,150.00
54967	30-Jun-2016	MAC015	MACKAY, JULIE	Issued	249	C	11.82
54968	30-Jun-2016	MAR025	MARLEY'S ICE CREAM & PIZZA PARLOUR	Issued	249	C	293.50
54969	30-Jun-2016	MAR180	MARKS, KEVIN	Issued	249	C	191.75
54970	30-Jun-2016	MIN030	MINISTER OF FINANCE	Issued	249	C	10,802.00
54971	30-Jun-2016	MIN160	MINISTER OF FINANCE	Issued	249	C	113.33
54972	30-Jun-2016	OTT020	OTTING, KIM	Issued	249	C	22.88
54973	30-Jun-2016	REC010	RECEIVER GENERAL FOR CANADA	Issued	249	C	83,717.01
54974	30-Jun-2016	REC030	RECEIVER GENERAL FOR CANADA	Issued	249	C	39.60
54975	30-Jun-2016	REC110	RECREATION FACILITIES ASSOC. OF B.C.	Issued	249	C	2,716.30
54976	30-Jun-2016	ROG001	ROGERS	Issued	249	C	171.87
54977	30-Jun-2016	ROT030	ROTVOLD, MARGUERITE	Issued	249	C	453.00
54978	30-Jun-2016	RUS010	RUSSELL, ROLY	Issued	249	C	807.56
54979	30-Jun-2016	SAV010	SAVAGE PLUMBING & HEATING	Issued	249	C	294.14
54980	30-Jun-2016	SCH030	SCHOOL DISTRICT NO. 51 (BOUNDARY)	Issued	249	C	150.00
54981	30-Jun-2016	SEL010	SELECT OFFICE PRODUCTS	Issued	249	C	63.67
54982	30-Jun-2016	SHA030	SHAW CABLE	Issued	249	C	253.19
54983	30-Jun-2016	SOS010	SOS MARKETING	Issued	249	C	496.16
54984	30-Jun-2016	STE120	STERLING, GREG	Issued	249	C	930.00
54985	30-Jun-2016	STR010	STRAUSS, AL	Issued	249	C	1,743.31
54986	30-Jun-2016	SUN015	SUNSHINE CHILDREN'S CENTRE	Issued	249	C	1,500.00
54987	30-Jun-2016	TEL002	TELUS MOBILITY	Issued	249	C	382.28
54988	30-Jun-2016	TRA011	TRAIL CURLING ASSOCIATION	Issued	249	C	131.25
54989	30-Jun-2016	TRA038	TRAILS TO THE BOUNDARY SOCIETY	Issued	249	C	6,250.00
54990	30-Jun-2016	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	249	C	15.42
54991	30-Jun-2016	VER080	VERSA-TASK SERVICES	Issued	249	C	120.00
54992	30-Jun-2016	WAL080	WAL MART CANADA CORP	Issued	249	C	195.64
54993	30-Jun-2016	WEB060	WEBBER, TABATHA	Issued	249	C	18.72
54994	30-Jun-2016	XER010	XEROX CANADA LTD.	Issued	249	C	62.88
00030-0028	01-Jun-2016	HSL010	HSL BUILDING MAINTENANCE	Cancelled	211	T	-500.00
00031-0001	03-Jun-2016	ACK020	ACKLANDS-GRAINGER INC.	Issued	215	T	36.82
00031-0002	03-Jun-2016	AMF010	AM FORD	Issued	215	T	55.95
00031-0003	03-Jun-2016	BOU017	BOUNDARY INVASIVE SPECIES SOCIETY	Issued	215	T	18,000.00
00031-0004	03-Jun-2016	BVC001	BV COMMUNICATIONS LTD.	Issued	215	T	12,919.20
00031-0005	03-Jun-2016	CAN110	CANADIAN RED CROSS SOCIETY	Issued	215	T	453.75
00031-0006	03-Jun-2016	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	215	T	146.45
00031-0007	03-Jun-2016	CHR003	CHRISTMAN, MARTIN RUSSELL	Issued	215	T	1,684.37
00031-0008	03-Jun-2016	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	215	T	55.82
00031-0009	03-Jun-2016	COM020	COMMISSIONAIRES BRITISH COLUMBIA	Issued	215	T	9,120.30
00031-0010	03-Jun-2016	DAN090	DANCHUK, JOSEPH, P.	Issued	215	T	327.92
00031-0011	03-Jun-2016	ENO010	ENORMOUS PRODUCTIONS	Issued	215	T	14,582.22
00031-0012	03-Jun-2016	GIN010	GINALIAS, JEFFREY, L	Issued	215	T	25.00
00031-0013	03-Jun-2016	GRE080	GRESLEY-JONES, KEN	Issued	215	T	450.00
00031-0014	03-Jun-2016	GUIL001	GUILLEVIN INTERNATIONAL INC.	Issued	215	T	223.45
00031-0015	03-Jun-2016	HAL010	HALL PRINTING	Issued	215	T	169.62
00031-0016	03-Jun-2016	HSL010	HSL BUILDING MAINTENANCE	Issued	215	T	500.00
00031-0017	03-Jun-2016	KET003	KETTLE WILDLIFE ASSOCIATION	Issued	215	T	6,179.40
00031-0018	03-Jun-2016	MAR001	MARTIN, MICHAEL, T.	Issued	215	T	270.72
00031-0019	03-Jun-2016	MCG002	MCGREGOR, GRACE	Issued	215	T	776.56
00031-0020	03-Jun-2016	MCL060	MCLELLAN, LLOYD	Issued	215	T	65.23

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
00031-0021	03-Jun-2016	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	215	T	571.40
00031-0022	03-Jun-2016	OKT010	OK TIRE STORE	Issued	215	T	609.28
00031-0023	03-Jun-2016	PAH010	PAHL, EDWARD	Issued	215	T	250.72
00031-0024	03-Jun-2016	PAR050	PARSLOW LOCK & SAFE	Issued	215	T	162.32
00031-0025	03-Jun-2016	RIM010	RIMELL, CARLY, D.	Issued	215	T	360.00
00031-0026	03-Jun-2016	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	215	T	53.55
00031-0027	03-Jun-2016	SMI150	SMITH, EDWARD I.	Issued	215	T	381.68
00031-0028	03-Jun-2016	SPE030	SPEEDPRO SIGNS PLUS	Issued	215	T	16.30
00031-0029	03-Jun-2016	TUD001	TU-DOR LOCK AND SECURITY	Issued	215	T	5,286.31
00031-0030	03-Jun-2016	WOR100	WORLEY, LINDA	Issued	215	T	844.32
00032-0001	08-Jun-2016	ACE010	A.C.E. COURIER SERVICES	Issued	222	T	238.47
00032-0002	08-Jun-2016	AND040	ANDREW SHERET LTD.	Issued	222	T	90.03
00032-0003	08-Jun-2016	ANN030	ANNUVA SOLUTIONS	Issued	222	T	147.08
00032-0004	08-Jun-2016	BEN015	BENEFITS BY DESIGN	Issued	222	T	3,016.43
00032-0005	08-Jun-2016	BIG050	BIG WHITE CENTRAL RESERVATIONS LTD.	Issued	222	T	5,238.48
00032-0006	08-Jun-2016	BVC001	BV COMMUNICATIONS LTD.	Issued	222	T	61.43
00032-0007	08-Jun-2016	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	222	T	165.91
00032-0008	08-Jun-2016	CAN110	CANADIAN RED CROSS SOCIETY	Issued	222	T	5.60
00032-0009	08-Jun-2016	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	222	T	157.31
00032-0010	08-Jun-2016	CER030	CERTIFIED ENSEMBLE SERVICES	Issued	222	T	192.68
00032-0011	08-Jun-2016	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Issued	222	T	9,861.25
00032-0012	08-Jun-2016	CHR003	CHRISTMAN, MARTIN RUSSELL	Issued	222	T	1,814.72
00032-0013	08-Jun-2016	CLA130	CLARITY DEVELOPMENT CONSULTING INC.	Issued	222	T	525.00
00032-0014	08-Jun-2016	COO100	COOPER MEDICAL SUPPLIES LTD.	Issued	222	T	64.22
00032-0015	08-Jun-2016	DAN090	DANCHUK, JOSEPH, P.	Issued	222	T	1,178.31
00032-0016	08-Jun-2016	DEA060	DEAN, DONNA	Issued	222	T	141.93
00032-0017	08-Jun-2016	FED020	FEDERATED CO-OPERATIVES LTD.	Issued	222	T	66.55
00032-0018	08-Jun-2016	GEE020	GEE, VICKI LYNN	Issued	222	T	1,444.64
00032-0019	08-Jun-2016	GRA056	GRANT THORNTON LLP	Cancelled	222	T	30,093.00
00032-0020	08-Jun-2016	GRI010	GRIEVE, ALI K.	Issued	222	T	167.54
00032-0021	08-Jun-2016	JJH010	J.J.H. ENTERPRISES	Issued	222	T	96.77
00032-0022	08-Jun-2016	KOO210	KOOTENAY VALLEY WATER CO.	Issued	222	T	151.89
00032-0023	08-Jun-2016	LOR010	LORDCO PARTS LTD.	Issued	222	T	501.50
00032-0024	08-Jun-2016	MCG020	MCGREGOR, ROBERT	Issued	222	T	447.02
00032-0025	08-Jun-2016	OPU010	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Issued	222	T	2,817.42
00032-0026	08-Jun-2016	OVE030	OVERLAND WEST FREIGHT LINES LTD.	Issued	222	T	83.92
00032-0027	08-Jun-2016	PAC020	PACIFIC BLUE CROSS	Issued	222	T	31,100.61
00032-0028	08-Jun-2016	PAR050	PARSLOW LOCK & SAFE	Issued	222	T	11.18
00032-0029	08-Jun-2016	ROC050	ROCKY MOUNTAIN ENERGY	Issued	222	T	879.04
00032-0030	08-Jun-2016	SCH020	SCHOOL DISTRICT #20 (KOOTENAY-COLUMB	Issued	222	T	780.00
00032-0031	08-Jun-2016	SOF020	SOFTCHOICE LP	Issued	222	T	1,825.11
00032-0032	08-Jun-2016	SPE030	SPEEDPRO SIGNS PLUS	Issued	222	T	750.40
00032-0033	08-Jun-2016	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Issued	222	T	42.67
00032-0034	08-Jun-2016	WYA010	WYATT AUTO PARTS	Issued	222	T	130.18
00032-0035	08-Jun-2016	YRW010	Y & R WATER SALES & SERVICE INC.	Issued	222	T	84.00
00032-0019	10-Jun-2016	GRA056	GRANT THORNTON LLP	Cancelled	224	T	-30,093.00
00033-0001	16-Jun-2016	ACE010	A.C.E. COURIER SERVICES	Issued	234	T	133.82
00033-0002	16-Jun-2016	ABE030	ABELL PEST CONTROL	Issued	234	T	519.17
00033-0003	16-Jun-2016	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	234	T	8,821.43
00033-0004	16-Jun-2016	ALP002	ALPINE SIGNS & GRAPHICS	Issued	234	T	294.01
00033-0005	16-Jun-2016	AMF010	AM FORD	Issued	234	T	212.73
00033-0006	16-Jun-2016	BEA130	BEAVER VALLEY LIBRARY	Issued	234	T	15,394.00
00033-0007	16-Jun-2016	BEZ001	BEZAIRE, KELVIN	Issued	234	T	345.00

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
00033-0008	16-Jun-2016	BVC001	BV COMMUNICATIONS LTD.	Issued	234	T	1,361.62
00033-0009	16-Jun-2016	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	234	T	72.82
00033-0010	16-Jun-2016	CAN110	CANADIAN RED CROSS SOCIETY	Issued	234	T	89.60
00033-0011	16-Jun-2016	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	234	T	480.82
00033-0012	16-Jun-2016	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	234	T	55.82
00033-0013	16-Jun-2016	COM020	COMMISSIONAIRES BRITISH COLUMBIA	Issued	234	T	9,120.30
00033-0014	16-Jun-2016	HEL010	EDMISON, HELENA	Issued	234	T	368.55
00033-0015	16-Jun-2016	GIL140	GILROYED, WAYNE	Issued	234	T	200.00
00033-0016	16-Jun-2016	GIN010	GINALIAS, JEFFREY, L	Issued	234	T	35.00
00033-0017	16-Jun-2016	GRA050	GRAND FORKS HOME HARDWARE	Issued	234	T	675.04
00033-0018	16-Jun-2016	GRA056	GRANT THORNTON LLP	Issued	234	T	30,093.00
00033-0019	16-Jun-2016	GRE005	GREENWOOD PUBLIC LIBRARY	Issued	234	T	300.00
00033-0020	16-Jun-2016	GRE080	GRESLEY-JONES, KEN	Issued	234	T	75.00
00033-0021	16-Jun-2016	HAR011	HARRIS & COMPANY LLP	Issued	234	T	1,547.42
00033-0022	16-Jun-2016	JJH010	J.J.H. ENTERPRISES	Issued	234	T	1,256.47
00033-0023	16-Jun-2016	KET170	KETTLE VALLEY WASTE LTD.	Issued	234	T	2,724.59
00033-0024	16-Jun-2016	KET003	KETTLE WILDLIFE ASSOCIATION	Issued	234	T	500.00
00033-0025	16-Jun-2016	KON001	KONE INC.	Issued	234	T	325.65
00033-0026	16-Jun-2016	KOO200	KOOTENAY COFFEE COMPANY	Issued	234	T	81.50
00033-0027	16-Jun-2016	KOO210	KOOTENAY VALLEY WATER CO.	Issued	234	T	23.85
00033-0028	16-Jun-2016	KOO026	KOOTENAY WEED CONTROL	Issued	234	T	24,594.48
00033-0029	16-Jun-2016	LAK050	LAKETIME SERVICES	Issued	234	T	396.11
00033-0030	16-Jun-2016	LOR010	LORDCO PARTS LTD.	Issued	234	T	335.40
00033-0031	16-Jun-2016	MAG020	MAGLIO INSTALLATIONS LTD.	Issued	234	T	1,290.08
00033-0032	16-Jun-2016	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	234	T	7,776.96
00033-0033	16-Jun-2016	REB001	MORNING PERK	Issued	234	T	80.84
00033-0034	16-Jun-2016	MOR015	MORROW BIOSCIENCE LTD.	Issued	234	T	10,815.00
00033-0035	16-Jun-2016	PHA010	PHARMASAVE NO 106	Issued	234	T	18.86
00033-0036	16-Jun-2016	RIC010	RICOH CANADA INC.	Issued	234	T	480.81
00033-0037	16-Jun-2016	RID010	RIDGETOP MEAT PIES	Issued	234	T	4,346.40
00033-0038	16-Jun-2016	RIT020	RITWAY MECHANICAL REPAIR LTD.	Issued	234	T	1,720.94
00033-0039	16-Jun-2016	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	234	T	35.70
00033-0040	16-Jun-2016	SPE030	SPEEDPRO SIGNS PLUS	Issued	234	T	67.20
00033-0041	16-Jun-2016	SUN008	SUNSHINE VALLEY VENTURES	Issued	234	T	428.80
00033-0042	16-Jun-2016	SUP170	SUPER SAVE DISPOSAL INC.	Issued	234	T	11,799.04
00033-0043	16-Jun-2016	GRE010	THE CITY OF GREENWOOD	Issued	234	T	900.00
00033-0044	16-Jun-2016	THE140	THE WOODEN SPOON BISTRO & BAKE SHOF	Issued	234	T	289.52
00033-0045	16-Jun-2016	TOM040	TOMASHEWSKY, ROSANNE	Issued	234	T	36.40
00033-0046	16-Jun-2016	TOO010	TOOL TIME SUPPLIES LTD.	Issued	234	T	28.00
00033-0047	16-Jun-2016	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Issued	234	T	22.31
00033-0048	16-Jun-2016	MID010	VILLAGE OF MIDWAY	Issued	234	T	200.00
00033-0049	16-Jun-2016	WAD010	WADE TECHNOLOGIES LTD.	Issued	234	T	1,515.01
00034-0001	23-Jun-2016	ACE010	A.C.E. COURIER SERVICES	Issued	242	T	239.14
00034-0002	23-Jun-2016	ACK020	ACKLANDS-GRAINGER INC.	Issued	242	T	2,389.11
00034-0003	23-Jun-2016	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	242	T	42,906.12
00034-0004	23-Jun-2016	ALP002	ALPINE SIGNS & GRAPHICS	Issued	242	T	254.81
00034-0005	23-Jun-2016	AMF010	AM FORD	Issued	242	T	792.29
00034-0006	23-Jun-2016	AQU020	AQUAM SPECIALISTE AQUATIQUE INC.	Issued	242	T	200.11
00034-0007	23-Jun-2016	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Issued	242	T	761.60
00034-0008	23-Jun-2016	BCM020	B.C. MUNICIPAL SAFETY ASSOCIATION	Issued	242	T	1,890.00
00034-0009	23-Jun-2016	BEL020	BELLA TIRE SERVICE CENTRE LTD.	Issued	242	T	73.92
00034-0010	23-Jun-2016	BLA050	BLACK PRESS GROUP LTD.	Issued	242	T	107.74
00034-0011	23-Jun-2016	BVC001	BV COMMUNICATIONS LTD.	Issued	242	T	76.12

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary-Bank


AP5090

Page : 9

Date : Jul 06, 2016

Time : 3:46 pm

Supplier : 084010 To ZUC010
 Cheque Dt. : 01-Jun-2016 To 30-Jun-2016
 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							
00034-0012	23-Jun-2016	BVT010	BV TOOL RENTALS (2011) LTD.	Issued	242	T	10.08
00034-0013	23-Jun-2016	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	242	T	154.23
00034-0014	23-Jun-2016	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	242	T	80.13
00034-0015	23-Jun-2016	CAR012	CARO ANALYTICAL SERVICES	Issued	242	T	2,163.42
00034-0016	23-Jun-2016	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	242	T	55.82
00034-0017	23-Jun-2016	GRA010	CITY OF GRAND FORKS	Issued	242	T	206.44
00034-0018	23-Jun-2016	KEL030	CITY OF KELOWNA	Issued	242	T	1,082.90
00034-0019	23-Jun-2016	CLE050	CLEARTECH INDUSTRIES	Issued	242	T	505.58
00034-0020	23-Jun-2016	COM190	COMMONSPPLACE CONSULTING	Issued	242	T	3,303.50
00034-0021	23-Jun-2016	DAT020	DATUM CONSULTING LTD.	Issued	242	T	1,378.13
00034-0022	23-Jun-2016	DEA060	DEAN, DONNA	Issued	242	T	215.00
00034-0023	23-Jun-2016	DEN060	DENKOVSKI, GORAN	Issued	242	T	54.56
00034-0024	23-Jun-2016	ENO010	ENORMOUS PRODUCTIONS	Issued	242	T	2,926.87
00034-0025	23-Jun-2016	FOU080	FOUR STAR COMMUNICATIONS INC.	Issued	242	T	231.06
00034-0026	23-Jun-2016	FUN010	FUNK, DARRYL ALLAN	Issued	242	T	250.00
00034-0027	23-Jun-2016	GEO020	GEOTRAC SYSTEMS INC.	Issued	242	T	154.56
00034-0028	23-Jun-2016	INF030	INFOSAT COMMUNICATIONS	Issued	242	T	586.83
00034-0029	23-Jun-2016	JJH010	J.J.H. ENTERPRISES	Issued	242	T	40.75
00034-0030	23-Jun-2016	KET170	KETTLE VALLEY WASTE LTD.	Issued	242	T	42,404.63
00034-0031	23-Jun-2016	KOO026	KOOTENAY WEED CONTROL	Issued	242	T	4,406.58
00034-0032	23-Jun-2016	LIF010	LIFESAVING SOCIETY	Issued	242	T	1,242.09
00034-0033	23-Jun-2016	LOR010	LORDCO PARTS LTD.	Issued	242	T	915.56
00034-0034	23-Jun-2016	MAG020	MAGLIO INSTALLATIONS LTD.	Issued	242	T	5,033.92
00034-0035	23-Jun-2016	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	242	T	1,065.18
00034-0036	23-Jun-2016	MMM001	MMM GROUP LIMITED	Issued	242	T	6,643.96
00034-0037	23-Jun-2016	OKT010	OK TIRE STORE	Issued	242	T	48.40
00034-0038	23-Jun-2016	PEN040	PENNYWISE	Issued	242	T	263.66
00034-0039	23-Jun-2016	POW100	POWER TECH ELECTRIC LTD.	Issued	242	T	748.66
00034-0040	23-Jun-2016	RID010	RIDGETOP MEAT PIES	Issued	242	T	2,632.90
00034-0041	23-Jun-2016	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	242	T	3,289.02
00034-0042	23-Jun-2016	SEC040	SECURIGUARD SERVICES LIMITED	Issued	242	T	20,603.73
00034-0043	23-Jun-2016	SOF020	SOFTCHOICE LP	Issued	242	T	5,905.66
00034-0044	23-Jun-2016	SPE030	SPEEDPRO SIGNS PLUS	Issued	242	T	578.77
00034-0045	23-Jun-2016	TRA010	THE CITY OF TRAIL	Issued	242	T	410.00
00034-0046	23-Jun-2016	FRU010	THE VILLAGE OF FRUITVALE	Issued	242	T	60.00
00034-0047	23-Jun-2016	TRO010	TROWELEX RENTALS AND SALES	Issued	242	T	123.20
00034-0048	23-Jun-2016	TWI020	TWIN RIVERS CONTROLS	Issued	242	T	407.40
00034-0049	23-Jun-2016	UNI050	UNION TRACTOR LTD.	Issued	242	T	373.04
00034-0050	23-Jun-2016	VAB010	VAB ENTERPRISES	Issued	242	T	682.50
00034-0051	23-Jun-2016	VIS020	VISSER MACHINING 2007 LTD.	Issued	242	T	163.95
00034-0052	23-Jun-2016	VIT001	VITALAIRE	Issued	242	T	613.63
00034-0053	23-Jun-2016	YRW010	Y & R WATER SALES & SERVICE INC.	Issued	242	T	330.61
00035-0001	30-Jun-2016	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Issued	248	T	686.00
00035-0002	30-Jun-2016	BLA050	BLACK PRESS GROUP LTD.	Issued	248	T	1,649.85
00035-0003	30-Jun-2016	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	248	T	39.17
00035-0004	30-Jun-2016	CHR003	CHRISTMAN, MARTIN RUSSELL	Issued	248	T	420.81
00035-0005	30-Jun-2016	DAN090	DANCHUK, JOSEPH, P.	Issued	248	T	83.28
00035-0006	30-Jun-2016	DEA060	DEAN, DONNA	Issued	248	T	26.25
00035-0007	30-Jun-2016	DEN060	DENKOVSKI, GORAN	Issued	248	T	51.87
00035-0008	30-Jun-2016	DHC010	DHC COMMUNICATIONS INC.	Issued	248	T	74.81
00035-0009	30-Jun-2016	FIR040	FIREFIGHTERS ASSOCIATION	Issued	248	T	6,094.17
00035-0010	30-Jun-2016	GRE080	GRESLEY-JONES, KEN	Issued	248	T	75.00
00035-0011	30-Jun-2016	GRI010	GRIEVE, ALI K.	Issued	248	T	130.60

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
Cheque Register-Summary-Bank


AP5090

Page : 10

Date : Jul 06, 2016

Time : 3:46 pm

Supplier : 084010 To ZUC010
 Cheque Dt. : 01-Jun-2016 To 30-Jun-2016
 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							
00035-0012	30-Jun-2016	LEN002	LENARDON, THERESA	Issued	248	T	408.50
00035-0013	30-Jun-2016	LOR010	LORDCO PARTS LTD.	Issued	248	T	10.22
00035-0014	30-Jun-2016	MAR001	MARTIN, MICHAEL, T.	Issued	248	T	50.00
00035-0015	30-Jun-2016	MCG002	MCGREGOR, GRACE	Issued	248	T	826.41
00035-0016	30-Jun-2016	MCI050	MCISAAC, JORDAN	Issued	248	T	121.80
00035-0017	30-Jun-2016	MCL060	MCLELLAN, LLOYD	Issued	248	T	50.00
00035-0018	30-Jun-2016	OME040	OMEGA COMMUNICATIONS LTD.	Issued	248	T	31.36
00035-0019	30-Jun-2016	OPU010	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Issued	248	T	7,362.08
00035-0020	30-Jun-2016	PAC020	PACIFIC BLUE CROSS	Issued	248	T	29,383.58
00035-0021	30-Jun-2016	PAH010	PAHL, EDWARD	Issued	248	T	50.00
00035-0022	30-Jun-2016	ROC050	ROCKY MOUNTAIN ENERGY	Issued	248	T	474.25
00035-0023	30-Jun-2016	SMI150	SMITH, EDWARD I.	Issued	248	T	285.04
00035-0024	30-Jun-2016	VAN170	VAN DYKE, CHRISTINE	Issued	248	T	2,600.00
00035-0025	30-Jun-2016	WOR100	WORLEY, LINDA	Issued	248	T	635.89
Total Computer Paid :		885,443.90	Total EFT PAP :	0.00	Total Paid :		1,379,745.73
Total Manually Paid :		0.00	Total EFT File :	494,301.83			

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

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation
Commission held Wednesday June 8, 2016 at the Welcome Centre

Present

Brenda Auge
Dave Beattie
Dianne Wales
Josh Strzelec
Larry Walker
Liz Stewart
Paul Beattie

Absent

Carlo Crema

RDKB Staff

Tom Sprado/Lilly Bryant

Area Director

Grace McGregor

Guest

N/A

Agenda

1. Larry Walker/Liz Stewart, that the May 11, 2016 agenda be adopted as amended.
 - A. Delegation: Barb Stewart: Expansion of the Christina Lake Nursery Report
 - a. Motion #3 – May 13 Meeting
 - B. New Business- Derelict dock removal- Graham Marine
 - C. Old Business: MMM Group- Proposal for Engineering Services
Carried

Minutes

2. Liz Stewart/Paul Beattie, that the minutes of the regular meeting from May 13, 2016 be accepted as circulated.
Carried

Delegations : Barb Stewart: Expansion of the Christina Lake Nursery Report

- Christina Lake Recreation Commission is requesting that the Stewardship Society schedule a public meeting to discuss the ecological impact the expansion of the Nursery will have on the Nature Park.
- To gauge the community response to the public meeting and to report back to the Recreation Commission.

Business Arising from the Minutes: N/A**Correspondence –**

Fitness Equipment-Merna Logan-

The Christina Lake Recreation Commission is not interested in purchasing the equipment – There is no space available to set up a fitness studio.

Canada 150 Grant-

- Deadline for Grant application is June 22nd. Projects identified are not eligible for this Grant.
- It was suggested that the Christina Lake Community Hall apply for the New Horizon grant for flooring upgrades to the facility.

Financial Plan 2016 Budget

- Circulated the RDKB 2016 Income Statement –ending April 30, 2016

Old Business

- **Bridge on Sutherland Creek:**
 - Tabled for next meeting
- **Feasibility Study for the Pedestrian Bridge Update**
 - MMM Group Proposal for Engineering Services
 - Recommended to be tabled for discussion at next meeting.
- **Walking Trail around Christina Lake Golf Course-**
 - Application has been sent to the Province of B.C. for review
- **Disc Golf Course –**
 3. Liz Stewart/Josh Strzelec, That the Regional District of Kootenay Boundary of Directors approves the withdrawal for the pending License of Occupation application and staff precede with submitting a new License of Occupation application along with a new management plan for the development of a Disc Golf Course on Crown Land that resides to the south of the UREP and immediately east of the Highway 3 (those portions of Lot ADLS 315/316 Plan 25167-PID—5-591-155)

Carried

 4. **Paul Beattie/Liz Stewart, Recommends staff meet with Doug Noren (Area Planning Forester for Interfor) regarding Lot ADLS 315/316 Plan 25167-PID—5-591-155) for the future development of a Disc Golf Course.**

Carried

- **Playground Equipment-**

- The equipment will be arriving the 3rd week in June

- **Lake Access Johnson Rd End –**

5. Josh Strzelec/Paul Beattie, Recommends that staff move ahead with the development of the staircase and non-motorized boat access to Christina Lake via Johnson Rd. as per MMM Group proposed layout.

Carried

- **Bike Pump Park –**

- Staff will arrange for MMM Group to review the design and structure for the Bike Pump Park.

- **Nature Park Benches-**

- Paul Beattie and Dave Beattie will meet with maintenance staff to find suitable locations in the nature park for the benches

- **Street Light-**

- Will be tabled for future discussions

- **Pickleball Courts/Grand Opening**

- Grand Opening will be held in conjunction with the Pickleball tournament in July-
 - Wildways will provide 2 paddles and 24 balls to be raffled off
 - Grace McGregor will provide RDKB water bottles.
 - Items to be drawn at the Tournament
 - Grand Opening banner will be hung prior to the weekend
 - Picnic Tables/Kiosk and a walk through gate off Park Road will be installed prior to the Pickleball tournament

- **Dangerous Tree Removal Request-Property in question borders the Christina Sands Estates and the Nature Park**

New Business

- **Derelict Dock Removal- Graham Marine**

- Staff to contact Graham Marine about the status of the old Docks that were removed from the lake.

- **Fall Fitness Program:**

- Josh Strzelec indicated that he will post information on facebook to help advertise programs and events.
 - Staff will provide a report on options for future fitness programs

6. **Brenda Auge/Liz Steward, recommends that 2016 fall fitness drop in and pass fees increase to \$100.00 for a 25 session pass and drop in fee increases to \$5/class**

Carried

Subcommittee Report

- **COP Update-**
 - On Call for Fire watch
 - Reader Board
 - Homecoming Volunteers
 - Membership list
 - Very little expense for season – will submit at the end of the season
- **Park Maintenance Monthly Report-**
 - Reviewed
- **Recreation Program Update-**
 - Pharmasave Christina Lake Triathlon- Reported
 - PickleBall Tournament –Reviewed t-shirts and mugs/Les will be contacted closer to the date to review details
- **Trails: - Josh Strzelec**
 - 36 members to the local Mountain Bike Club
 - New Trail built off Stewart Creek Road – designed for beginner and young riders
 - Contactor will complete final maintenance-weed cutting and brushing with remaining funds
- **Community Coordinator Report- N/A**

Other Business Arising from the Floor

Cascade Cemetery – To be brought forward in the fall of 2016

5. **Moved by Brenda Auge that the meeting be adjourned.**

Carried

Lilly Bryant, Recording Secretary

Dianne Wales, Chairperson

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held June 9, 2016 in the Jack Goddard Memorial Arena Meeting Room

Present

Brian Noble
Dean Engen
Gene Robert
Cindy Strukoff
Julia Butler
Terry Doody

Absent

Roly Russell-Advised
Nigel James-Advised
Ken Johnston
Eric Gillette

Staff

Tom Sprado/Lilly Bryant

Agenda

1. M/S Julia Butler/Dean Engen, that the agenda be accepted as circulated.

Carried

Minutes

2. M/S Terry Doody/Dean Engen, that the minutes of the regular meeting of May 12, 2016 be accepted as circulated

Carried

Business Arising from the Minutes

Correspondence:

Canada 150 Community Infrastructure Grant Program

3. Dean Engen/Terry Doody, recommends that staff provide a report for a needs assessment and cost deliverables expanding the pool area.

Carried

4. Terry Doody/Julia Butler, recommends funds up to \$100,000.00 be allocated towards the re-surfacing of the Grand Forks Aquatic Centre pool deck and that the re-surfacing project be submitted for the Canada 150 Community Infrastructure Grant.

Carried

Financial Plan – 2016 Budget April- Reviewed the statements

- Terry Doody questioned the Board Fees Line item attached to all the budgets

Old Business- N/A○ **Future Disc Golf Course**

- Recreation commission recommended that the map be provided to RDKB with the motion.

Motion from May 12, 2016 Meeting

- Ken Johnston/Terry Doody, That the Grand Forks & District Recreation Commission supports the City of Grand Forks and Area D in exploring the option to develop a Disc Golf Course on Parcel Z Plan 28940.

Carried○ **Motion #6 Banner/Jersey display policy-**

- Motion # 6 will be tabled until September/October meeting when a draft policy will be submitted for review/approval

○ **Aquatic Centre Pool Deck Surface:**

- As per motion made above (#4)

○ **Recreation Program Software Package**

5. Julia Butler/Cindy Strukoff, recommends that staff proceed with option #1 Remain Status Quo: Wait for new alternative options for Recreation Management Software and in 2017/2018 review what options are available.

Carried○ **Learning Garden Update:**

- Recreation Commission members are concerned about the status of the area and the lack of progress happening at this time.

New Business○ **The National benefits Hub**

- Brian Noble spoke about the National Benefits Hub and how it can be used to help in the process for grant opportunities in programming and facility infrastructure projects. It was suggested that Brian Noble present the format to the city prior to the budget planning process.

Recreation Program

- Stats for Aquatic/Arena usage- Commission appreciates the stat reports – Reviewed stats provided for pool usage
- June Flyer- Talked about upcoming Summer programs and events
- Program update- Aquatic Pool Supervisor's report
- Aquatic/Arena Maintenance Supervisor's report-For May was received

Round Table

- **School District #51-**
 - Learning Garden Committee would like to work with the School District.
- **Library and Arts Societies**
- **Recreation and Culture Committee of City Council-**
 - N/A
- **Community Members at Large-**
 - **Nigel James- N/A**
 - **Ken Johnston -N/A**
 - **Roly Russell- N/A**

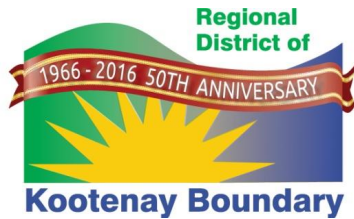
Other Business Arising from the Floor:

Moved by Brian Noble that the meeting be adjourned.

Carried

Lilly Bryant, Recording Secretary

Gene Robert, Chairman



ELECTORAL AREA 'A'
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, July 5, 2016 at the BV Arena Meeting Room, commencing at 4:30 p.m.

PRESENT: Fred Buckley, Shelley Levick, , Craig Stemmler, Rob Ironmonger
ABSENT: Linda Green, Tyleen Underwood, Ben de Jager
RDKB DIRECTOR: Ali Grieve
RDKB STAFF: None
GUESTS: Hugh Buckley

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the July 5, 2016 Electoral Area 'A' APC agenda be adopted.

3. ADOPTION OF MINUTES

It was moved and seconded that the April 5, 2016 Electoral Area 'A' APC minutes be adopted.

4. DELEGATIONS

N/A/

5. OLD BUSINESS

N/A

Electoral Area 'A' APC Minutes
July 5, 2016
Page 1 of 2

6. NEW BUSINESS

- A. Shirley and Hugh Buckley**
RE: ALR Subdivision
10081 Waneta Nelway Road
RDKB File: A-3617-06619.100

Discussion/Observations:

The APC has no objection to this proposal.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported.

8. FOR INFORMATION

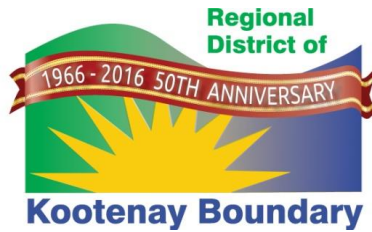
All minutes to be distributed to APC members as soon as possible after the meeting to be reviewed while information is fresh in our heads.

9. STANDING ITEM

N/A

10. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 4:45 p.m.



ELECTORAL AREA 'C'/CHRISTINA LAKE
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, July 5, 2016 at the Christina Lake Firehall, commencing at 7:00 p.m.

PRESENT: Dave Bartlett, David Durand, Phil Mody, Terry Mooney, Butch Bisaro, Tracey Lloyd,
ABSENT: Jennifer Horahan, Jeff Olsen, Peter Darbyshire
RDKB DIRECTOR: Grace McGregor
RDKB STAFF: N/A
GUESTS: Annie Rioux, Colin & Lorraine Chitty, Colleen & Bob Davis

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA (Additions/Deletions)

That the July 5, 2016 Electoral Area 'C'/Christina Lake Advisory Planning Commission Agenda be adopted. Phil/Butch motion to approve.

3. ADOPTION OF MINUTES

That the June 7, 2016 Electoral Area 'C'/Christina Lake Advisory Planning Commission Minutes be adopted. Tracey/Butch motion to approve.

4. DELEGATIONS

N/A

5. OLD BUSINESS

N/A

6. NEW BUSINESS

A. Lorraine Chitty

RE: Development Variance Permit

155 Brown Road, Electoral Area 'C'/Christina Lake

RDKB File: C-969-04336.000

Discussion/Observations:

David pointed out that the information sheet is not posted on the sign. Neighbours affected by the variance were in attendance. They had not been informed of the variance. The APC does not support 38% parcel coverage.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported with the condition to reduce parcel coverage.

B. Lorraine Chitty

RE: Development Permit

155 Brown Road, Electoral Area 'C'/Christina Lake

RDKB File: C-969-04336.000

Discussion/Observations:

The APC has no problem with this application.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject referral be supported.

C. Annie Rioux and Thomas Renolds
RE: Temporary Use Permit – Day Care Centre
1680 Santa Rose Road, Electoral Area 'C'/Christina Lake
RDKB File: C-498-02999.080

Discussion/Observations:

The APC supports this application without reservation.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject referral be supported.

D. Tobias Gelber
RE: Development Permit
1990 Fife Road, Electoral Area 'C'/Christina Lake
RDKB File: C-750-04037.010

Discussion/Observations:

The APC has no concerns with this application.

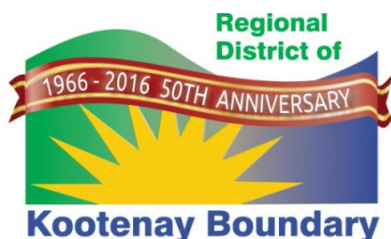
Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject referral be supported.

7. FOR INFORMATION

8. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 7:40 p.m.



ELECTORAL AREA 'D'/RURAL GRAND FORKS
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, July 5, 2016 at the RDKB Office – Grand Forks, commencing at 7:00 p.m.

PRESENT: Werner Behrens, Deb Billwiller, Edith MacAllister, Lesley Matthews, Bob Kendel, Christie Wheaton

ABSENT: Dan Perkins

RDKB DIRECTOR:

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved: Billwiller; seconded: Wheaton that the July 5, 2016 Electoral Area 'D'/Rural Grand Forks APC agenda be adopted as circulated. Carried.

3. ADOPTION OF MINUTES

It was moved: Matthews; seconded: Behrens that the April 5, 2016 Electoral Area 'D'/Rural Grand Forks APC minutes be approved as circulated. Carried.

4. DELEGATIONS

None

5. OLD BUSINESS

None

Electoral Area 'D'/Rural Grand Forks APC Minutes
 July 5, 2016
 Page 1 of 2

6. NEW BUSINESS

KG Exploration

RE: FrontCounter BC Referral

South of Phoenix, Electoral Area "D"/Rural Grand Forks

RDKB File: D-6

Discussion:

There were several concerns raised regarding the drawing of water from May Creek, Skeff Creek or McCarren Creek. Most concerns focused on ensuring that enough water is left in the creeks, especially in light of the extremely hot and dry summers we now experience, for Covert Irrigation District and for any private wells/water systems that draw from these creeks.

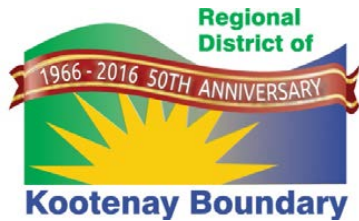
It was moved: Behrens; seconded: Kendel that the subject Development Application be supported.

7. FOR INFORMATION

-None

8. ADJOURNMENT

Kendel moved adjournment at 7:24 p.m.



ELECTORAL AREA 'E'/WEST BOUNDARY

ADVISORY PLANNING COMMISSION

MINUTES

Monday, July 4, 2016 at the Rock Creek Medical Centre, commencing at 6:00 p.m.

PRESENT: Fred Marshall – Chair
 Harald Zinner – Secretary
 Grant Harfman, Florence Hewer, Stephen Kirkham, Lynne Storm

ABSENT: with notification: Michael Fenwick-Wilson, Janet Matsalla

ABSENT: without notification: Jamie Haines

RDKB DIRECTOR: Vicki Gee

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 6:05 pm.

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved, seconded and carried that the July 4, 2016 Electoral Area E'/West Boundary APC agenda be adopted as amended. (Florence/Stephen)

3. ADOPTION OF MINUTES

It was moved, seconded and carried that the June 6, 2016 Electoral Area E'/West Boundary APC minutes be adopted as circulated. (Harald/Florence)

4. DELEGATIONS - None

Electoral Area 'E'/West Boundary APC Minutes
 July 4, 2016
 Page 1 of 4

5. **OLD BUSINESS**

BCTS – Thone Lake

Background:

- The initial proposal by BCTS to log a total of 16 cut blocks was brought to the APC at its February 1, 2016 meeting. At that time, the APC recommended that:
 - There should be fewer roads.
 - All roads should be deactivated and fully rehabilitated, at least in all clear cut areas once all the logging and related logging activities including replanting have been completed.
 - There should be absolutely no logging in the Thone Lake Recreational Area and no new road construction within 500 metres of this area.
 - Provide a statement of what would be the cumulative impact on the overall environmental impact, sustainable water supply and impact on fisheries, wildlife, biodiversity, coarse woody debris, etc. of the proposed logging relative to other logging operations in these areas.
- On June 17, 2016 nine people did a site visit to the Thone Lake Recreational Area and BCTS' proposed logging sites. Some observations were:
 - In some cases, cut-block boundaries are directly adjacent to existing campsites.
 - Some boundaries are within 10-20 metres of the lake.
 - Boundaries cut across some wetlands with standing water.
 - Some boundaries lie directly adjacent to very sensitive wetlands with the main one definitely being fish bearing.
 - Logging would leave such a narrow strip of trees along the soft shore so that the residual trees could likely blow over and fall into the lake. This would make the logging highly visible from the lake and campsites
 - The stands to be harvested contain a strong component of very healthy understory comprised of Douglas fir, Engelmann spruce, Western red cedar, and subalpine fir with a few western larch and lodgepole pine.
 - Very few (less than 1 tree per hectare) widely scattered lodgepole pine were affected by the mountain pine beetle.
 - It was noted that many young fry migrate from Thone Lake and help stock the Kettle River. The proposed harvesting operations would expose extensive portions of the riparian areas and with the adjacent clear cutting would cause the water temperatures to increase affecting the fish life in that area.
 - The entire Thone Lake area is a "paradise" and is like a high-mountain jewel.
 - Thone Lake is easily accessible by a well-maintained Forest Service Road and is a very popular lake during all seasons of the year.

Potential Impact of Logging in the Recreational Reserve:

- The recreational and amenity values around Thone Lake would be negatively impacted.
- Fisheries, wildlife and associated riparian values would be negatively affected.
- Logging in the reserve only affects about 5-6 hectares compared to the timber Harvesting land Base in the boundary area of 272,286 hectares.

Other Observations:

- Similar concerns would exist for potential logging in other UREP and Recreational sites such as Williamson Lake and others throughout the boundary area.
- It would appear that the Osoyoos Band is prepared to stay out of all Recreational sites.
- A question was raised as to what Fisheries regulations there would be to prevent logging in the fishery areas from Thone Lake to the Kettle River.

The following recommendation was made and carried unanimously (Harald/Grant):

Recommend to the Regional District of Kootenay Boundary (RDKB) that the following protocol be followed and that these recommendations be forwarded to the Ministry of the Environment (MOE), BC Timber Sales (BCTS) and the major Forest Licensees in the Boundary area.

- That all UREP and Recreation sites be reserved from logging except for safety or aesthetic reasons which should be rare.
- If such logging is planned that this be submitted to the RDKB for review and comment before any layout work begins.
- If some salvage logging is necessary and subsequently approved that complete guidelines be provided to the layout crew regarding the need to protect all values present in the area the majority of which would take precedence over timber production.
- Similar information should be provided to the logging operator.
- Close oversight should be conducted over the logging operations.
- Disturbed areas should be fully rehabilitated as soon as possible following such operations.
- The RDKB should also provide these recommendations to the appropriate agencies (i.e. MOE in Penticton – Keith Baric and MRLNRO in Nelson – George Erdney – Acting District Manager) so they are aware of the same.

6. **NEW BUSINESS**

No applications were received for Electoral Area 'E'/West Boundary this month.

Vicki Gee reported that because of continuing illness, Janet was not able to attend. Janet offered that maybe she should be replaced. Some discussion followed. The key comments made were:

- Any replacement should be done in the context of the male/female representation.
- An odd number of members would be preferred.
- Agreed that having a committee of 8 or 9 is a good size.

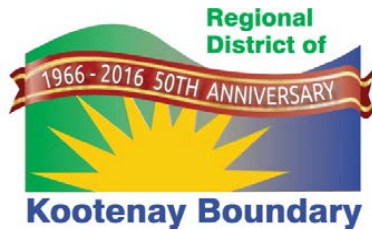
It was agreed that a card be sent to Vic Lockhart's wife expressing our condolences and express our thanks for his services to the APC. Vicki will do this on behalf of the APC.

7. **FOR INFORMATION**

- The members appreciated receiving outcome letters from the ALC.
- It was noted that in the case the decision with respect to Todd Dynneson, it was noted that both recommendations made were adopted by the ALC.

8. **ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 7:27 pm.



**ELECTORAL AREA 'E'
(BIG WHITE)**
ADVISORY PLANNING COMMISSION
MINUTES

Tuesday, July 5th, 2016 at the Big White Ski Patrol Hut, commencing at 5:20 p.m.

PRESENT: Bill DiPasquale, Deb Hopkinson, Jude Brunt, Gerry Molyneaux,
John Lebrun

BY PHONE: Paul Sulyma

ABSENT: Ross Langmaid

RDKB DIRECTOR: Vicki Gee

RDKB STAFF:

GUESTS:

1. CALL TO ORDER

The meeting was called to order at *5:20pm at the Big White Ski Patrol Hut*

2. ADOPTION OF AGENDA (Additions/Deletions)

It was moved and seconded that the July 5th, 2016 Electoral Area 'E' APC agenda be adopted.

3. ADOPTION OF MINUTES

It was noted that Vicki Gee was shown as present at the last meeting, when she was unable to attend.

It was also noted that the information regarding security and other non-RDKB related discussions should be moved to an APC distributed minutes.

4. DELEGATIONS

No delegations appeared

Electoral Area 'E' APC Minutes
July 5, 2016
Page 1 of 3

5. OLD BUSINESS

The APC would like to note that it does not mean to sound critical of applications/plans when they are brought forth. APC was unclear as to what its role was in the process. This has since been sorted out by regional director Vicki Gee.

6. NEW BUSINESS

**A. Komposch Chalet
Caroline Komposch
RE: Development Permit
367 Rock Ridge Road, Big White Ski Resort
RDKB File: BW-4109s-07909.410**

Discussion/Observations:

With 80% of the total land being used for the chalet we are concerned as to the snow storage for the property.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject referral be:

1. Supported (with stated reasons if appropriate): Please see above

**B. Moonshine Chalet
Snowski Vacations Ltd.
RE: Development Permit
310 Moon Shine Crescent, Big White Ski Resort
RDKB File: BW-4203-07909.260**

Discussion/Observations:

Our concern is the trees on the ski easement will be killed if planted where it shows on the plan. The ski easement is plowed and packed by a Snow Cat and the trees will be buried and pushed over. We suggest that the trees be moved back 2 meters.

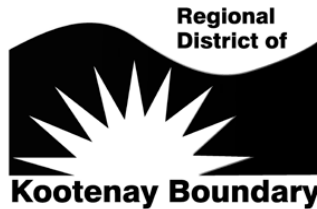
Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject referral be:

1. Supported (with stated reasons if appropriate): Please see above

8. ADJOURNMENT

It was moved and seconded that the meeting be adjourned at 6:20pm



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Bylaw No. 1580, 2016 to amend Mt. Baldy Official
Community Plan Bylaw No. 1335, 2007 and Bylaw No. 1584
to amend Mt. Baldy Zoning Bylaw No. 1340, 2010

Minutes of a Public Hearing for Regional District of Kootenay Boundary proposed Bylaw No. 1580, 2016 to amend Mt. Baldy Official Community Plan Bylaw No. 1335, 2007 and proposed Bylaw No. 1584, 2016 to amend Mt. Baldy Zoning Bylaw No. 1340, 2010 held on Thursday, July 7, 2016 at 6:00 p.m. at the Bridesville Town Hall.

Director Present: Director Vicki Gee

Staff Present: Jeff Ginalias, Senior Planner

Others Present: 2 members of the public

Director Gee opened the Public Hearing for proposed Bylaw No. 1580 to amend the Mt. Baldy Official Community Plan and proposed Bylaw No. 1585 to amend the Mt. Baldy Zoning Bylaw Amendment No. 1557 at 6:00 p.m. The Director then asked the RDKB Senior Planner to explain the purposes of the amending bylaws.

The Senior Planner summarized the proposed amendments. Proposed Bylaw No. 1580 has three amendments. One would remove the OCP requirement for new development in the Eagle Residential Area (Strata KAS140) to install an automatic sprinkler system. If adopted, this will require an amendment to the RDKB Sprinkler Control Bylaw (Bylaw No. 1323). That is a separate process which will follow.

Another amendment would change the language in the development permit requirements. Currently there are "landscaping" requirements for all new development at Mt. Baldy. Landscaping is a misnomer, as the intent behind them is for vegetation and erosion control. The amendment changes the reference from "landscaping" to "vegetation and erosion control" throughout the OCP, but the development permit provisions remain. Vegetation and erosion control remains a development permit requirement throughout the Mt. Baldy Plan Area.

The final OCP amendment removes a policy requiring off-street parking for new development in the Eagle Residential Area. It appears that when this subdivision was approved, the road dimensions were sufficient that off-street parking is not necessary. The off-street parking requirement is actually a zoning provision, but the policy to require it needs to be stricken from the OCP in order to remove the requirement from the zoning bylaw.

Proposed Bylaw No. 1584 is the zoning amendment which removes the off-street parking requirement for the Eagle Residential Zone (Strata KAS 140).

Director Gee then opened the floor for comments.

Michael Fenwick-Wilson supports the proposed amendments. He said the amendments have been a long time coming since the ideas were initially proposed and appreciated the Regional District pursuing this to a hopeful resolution.

Harald Zinner stated he was merely an observer to the public hearing.

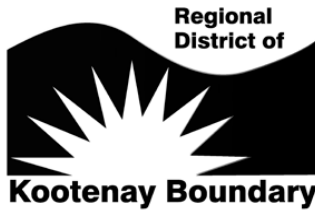
Director Gee asked if any members of the public had comments in addition to the scope of the comments received.

Hearing no further questions or comments, Director Gee closed the Public Hearing at 6:12 pm.

I hereby certify that this is a fair and accurate record of the nature of representations made at the July 7, 2016 Public Hearing for Regional District of Kootenay Boundary Mt. Baldy OCP Bylaw No. 1580 and Mt. Baldy Zoning Bylaw No. 1584.

Recording Secretary

Chairperson



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Official Community Plan Amendment Bylaw No.
1593 to amend the Electoral Area 'B'/ Lower Columbia-Old
Glory Official Community Plan Bylaw No. 1470
and

Proposed Zoning Amendment Bylaw No. 1594 to amend the
Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw
No. 1540 and Proposed

Minutes of a Public Hearing for Regional District of Kootenay Boundary for proposed Bylaw No. 1593 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan (OCP) Bylaw No. 1470 and proposed Bylaw No. 1594 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540 held on Wednesday, June 22, 2016 at the RDKB Board Room, Trail, BC at 7:00 p.m.

Director Present:	Director Linda Worley
Staff Present:	Carly Rimell, Planner
Members of the Public Present:	Carol Hobbs DeRosa, Louie DeRosa, and Deyanne Davies.

Director Worley opened the Public Hearing for proposed Bylaw No. 1593 to amend Electoral Area 'B'/ Lower Columbia-Old Glory OCP No. 1470 and proposed Bylaw No. 1594 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540 at 7:28 P.M.

Director Worley introduced herself and the attending staff member. Director Worley then asked the Planner to provide a summary of the bylaws. Carly Rimell summarized that the proposed bylaws would amend the Electoral Area 'B'/ Lower Columbia-Old Glory OCP by redesignating the subject property from the current split designation of 'Agricultural Resource 1' and 'Rural Resource 1' to 'Southbelt Rural Residential' and would amend the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw by rezoning the subject property from the current split zoning of 'Agricultural Resource 1' and 'Rural Resource 1' to 'Rural Residential 3'.

Director Worley then opened the hearing for comments from the members of the public.

Carol Hobbs DeRosa thought the amendments were reasonable and the subject property does not lend itself to farming other than grazing cattle. Due to the topography of the parcel she thought the subject property would be more suitable for

residential purposes. She appreciated the public process which took place to remove the property from the Agricultural Land Reserve as well as the proposed bylaw amendments. She also appreciated the intent to work with the Dewdney Heritage Trail Society and she felt it is important to maintain these trails.

Louie DeRosa supports the proposed bylaws and the future plans for subdivision of this parcel. He thought the proposed redesignation and rezoning was good stewardship of the property. He does not believe the subject property is suitable for agriculture, and that these proposed changes could potentially redirect development pressure from more agriculturally valuable parcels.

Deyanne Davies supported of the proposed bylaws.

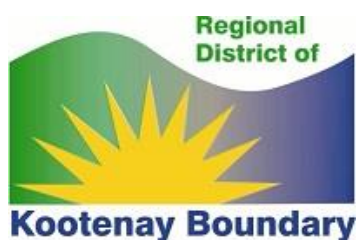
As there were no further comments from the public present Director Worley brought the meeting to a close.

The public hearing was adjourned 7:44 P.M.

I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary proposed zoning Bylaw No. 1593 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan Bylaw No.1470 and proposed Bylaw No. 1594 to amend Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540.

Recording Secretary

Chairperson



STAFF REPORT

Date: 21 Jul 2016

File

Staff Report - BRD-
Request to Access
Funds from Reserve
Account

To: RDKB Board of Directors

From: Mark Daines - Manager of Facilities
and Recreation

Re: Staff Report - BRD - Request to
Access Funds from Reserves

Issue Introduction

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a request to access \$7,000.00 from the reserve account #019 for the purpose of painting the Haines Park Gazebo, back stops and beer garden.

History/Background Factors

As part of a refurbishment project to improve the aesthetics of the Arena and Concession in Haines Park, the Beaver Valley Recreation Committee is requesting funds to finish painting the the remaining park amenities so that the park can look like a cohesive recreation complex.

The Arena and Concession have recently been painted in the colours of blue, white and orange which are in alignment with the corporate team colors of the Beaver Valley Nitehawks.

The painting of the gazebo, back stops and beer gardens was not part of the original 2016 budget so the Beaver Valley Recreation Committee passed a motion at their last committee meeting to approve the estimate of \$12,000 to finish the project with \$5,000 coming from the 2016 budget and the remaining \$7,000 from the reserve if approved by the Board of Directors. There is currently \$108,348.40 in the reserve account.

The painter which, would be selected to contract the work, is the same painter who completed the Beaver Valley Arena and Haines Park Concession.

Implications

By painting the remaining structures in Haines Park will enhance the overall look of the park thus creating the look of a complete recreation complex.

Advancement of Strategic Planning Goals

That by painting the gazebo, back stops and beer garden in the Nitehawks corporate colours ensures that we are responsible and proactive in funding our services and that plans are developed to address aging infrastructure in our services to ensure sustainable services.

Background Information Provided

See pictures of facilities with existing color scheme.

Alternatives

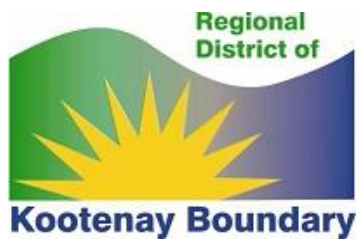
Complete the project this year, which is preferred, or wait until next year and include this project in the 2017 budget.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approves the allocation of \$7,000.00 from the Beaver Valley, Parks, Trails and Recreation Budget 019 Reserve Account to operations for the painting of Haines Park. **FURTHER** that Board of Directors approves a budget amendment to RDKB Financial Plan Bylaw No. 1603, 2016.







STAFF REPORT

Date: 11 Jul 2016

File ADMN Contracts &
Agreements (91) - 2230

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

From: Theresa Lenardon, Manager of Corporate
Administration

Re: 9-1-1 Emergency Telephone Service
Agreement

Issue Introduction

A Staff Report from Theresa Lenardon, Manager of Corporate Administration regarding an extension to the current 9-1-1 Emergency Telephone Agreement with the Regional District of Central Kootenay (RDCK) is presented.

History/Background Factors

The RDKB and the RDCK first entered into an agreement for 9-1-1 dispatch services on January 1, 2006. This original contract expired December 31, 2011.

In June 2011, the parties mutually agreed to extend the agreement for one year with a new expiry date of December 31, 2012. This extension required RDKB Staff and RDCK Staff to renegotiate costs in order for the agreement to align with the Public Safety Answering Point (PSAP) Agreement.

The extended agreement was modified once more so that rather than expiring December 31, 2012 it would expire on December 31, 2013, but with mutual consent to extend the agreement, with the same terms and conditions until December 31, 2016.

Looking ahead to December 2016 and in view of recent discussions between RDKB and RDCK Staff, it is recommended that the current agreement be extended, with the same terms and conditions to June 30, 2017 (from December 31, 2016).

Implications

After June 30, 2017, details regarding the 9-1-1 Emergency Telephone Service Agreement are uncertain.

Advancement of Strategic Planning Goals

1. ***Improve and Enhance Communication***
 - We will continue to focus on partnerships that advance the interests of the Region
2. ***Continue to Focus on Organizational Excellence***
 - We will continue to focus on good management and governance

Background Information Provided

Proposed Letter of Understanding between the RDKB and the RDCK to extend the 9-1-1 Emergency Telephone Service to June 30, 2017 (from December 31, 2016)

Alternatives

1. Receive the report (only)
2. Approve extending the agreement to June 30, 2017
3. Not approve extending the term of the agreement to June 30, 2017 (where the agreement would expire December 31, 2016.)

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approves a Letter of Understanding where the Regional District of Kootenay Boundary and the Regional District of Central Kootenay mutually agree to extend the length of the current term of the 9-1-1 Emergency Telephone Service Agreement, with the same terms and conditions, from December 31, 2016 to June 30, 2017. **FURTHER** that the RDKB Board of Directors authorizes the RDKB signatories to sign and enter into the Letter of Understanding.

LETTER OF UNDERSTANDING

9-1-1 EMERGENCY TELEPHONE SERVICE AGREEMENT

Extension of Term

REGIONAL DISTRICT OF KOOTENAY BOUNDARY (RDKB)

202-8434 Rossland Avenue
Trail, BC V1R 4S8

And

REGIONAL DISTRICT OF CENTRAL KOOTENAY (RDCK)

Box 590, 202 Lakeside Drive
Nelson, BC V1L 5R4

TERM:

The current term of the 9-1-1 Emergency Telephone Service Agreement allows for an extension of the Agreement from December 31, 2013, with the same terms and conditions and with the mutual consent of both parties, to December 31, 2016.

The parties have met and mutually agree to extending this Agreement, with the same terms and conditions, from December 31, 2016 to June 30, 2017.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals in the presence of their respective officers duly authorized in their behalf.

THIS AGREEMENT made this _____ day of _____, 2016.

RDKB

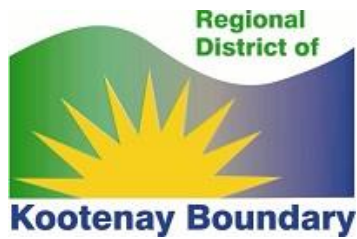
RDCK

Grace McGregor, Chair

Karen E. Hamling, Chair

Theresa Lenardon,
RDKB Corporate Officer

Anitra Winje,
RDCK Corporate Officer



STAFF REPORT

Date: 13 Jul 2016 **File**

To: **Chair McGregor and Members of the Regional District Kootenay Boundary Board of Directors**

From: Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator

Re: Kootenay Boundary Regional Fire Rescue – Five Year Financial Plan
Unbudgeted Revenues and Expenses

Issue Introduction

A staff report from Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator regarding Kootenay Boundary Regional Fire Rescue (KBRFR) – five year financial plan unbudgeted revenues and expenses.

History/Background Factors

Earlier this spring KBRFR was able to sell surplus equipment and apparatus. The sale of these assets resulted in \$24,185.71 in unbudgeted revenues.

The department would like to convert a pick-up truck to a flat deck for Wildland firefighting purposes. The cost to convert the truck is approximately \$15,000. Conversion of the truck to a Wildland unit would enhance the services ability to respond to Wildland fires. The Wildland unit would be stationed at Co#2 Warfield, well positioned to respond throughout our response area.

Implications

As a result of unbudgeted revenues and expenses we are required to seek approval for a budget amendment. Revenues not spent on the conversion would be allocated to capital reserves.

Advancement of Strategic Planning Goals

Exceptional cost effective and efficient services - ensure responsible and proactive funding for core services.

Background Information Provided

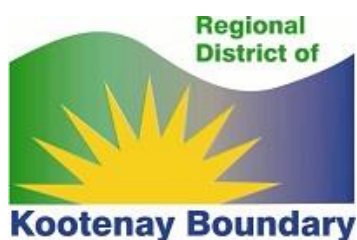
n/a

Alternatives

1. That the Staff Report be received. FURTHER that the matter be referred back to Staff for further information.
2. Not approve an amendment to the KBRFR Five Year Financial Plan for the inclusion of revenues and conversion of a truck to a Wildland unit expenses.
3. That the Regional District of Kootenay Boundary Board of Directors approves an amendment to the Kootenay Boundary Regional Fire Rescue Five Year Financial Plan to include \$24,185.71 in revenues and conversion of a truck to a Wildland unit at a cost of approximately \$15,000. FURTHER that balance of any unbudgeted revenues is to be deposited into capital reserves.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approves an amendment to the Kootenay Boundary Regional Fire Rescue Five Year Financial Plan to include \$24,185.71 in revenues and conversion of a truck to a Wildland unit at a cost of approximately \$15,000. FURTHER that balance of any unbudgeted revenues is to be deposited into capital reserves.



STAFF REPORT

Date: 19 Jul 2016

File

ES Admin - Solid
Waste

To: Chair McGregor and Board of
Directors

From: Alan Stanley - General Manager of
Environmental Services

Re: SR Big White-Idabel Lake Solid Waste
Collection RFP Selection

Issue Introduction

A Staff Report from Alan Stanley, General Manager of Environmental Services, regarding the selection of a contractor to collect garbage and recycling from the Resort of Big White.

History/Background Factors

The solid waste management services provided for the Big White community are unique in that the RDKB provides all services related to garbage and recycling collection including collection from commercial facilities. The work is paid for outside the Regional Solid Waste Management budget through taxation collected from a specified service area. The current contract for Big White solid waste services expires July 31, 2016.

Prior to issuing a Request for Proposals, Staff sought input from key stakeholders in the Big White community. The results of the feedback were compiled in a January, 2016 Staff reported (attached).

The RDKB issued a Request for Proposals for the work of removing solid waste from Big White on June, 1st. An on-site meeting was held on June 9th at the Big White Waste Transfer Station. Representatives from three (3) companies attended. Closing date for the Request for Proposals was June 27, 2016.

The term of the new contract will be 5 years, commencing August 1, 2016.

One proposal was submitted from Super Save Disposal, the incumbent contractor. The proposal was compliant with the requirements of the proposal call.

The total annual cost for the Big White portion of the proposal is \$54,014.70

For efficiency, Idabel Lake, which is outside of the Big White Local Service Area is included in the Big White contract but paid through Regional Solid Waste Management. The annual cost to service Idabel Lake in the recommended proposal is \$5,587.72.

The total combined annual value of the recommended contract is \$59,602.42

Implications

The Big White and Regional solid waste budgets contain adequate funds for the recommended contract.

Advancement of Strategic Planning Goals

Provision of core services in a cost effective and efficient manner.

Background Information Provided

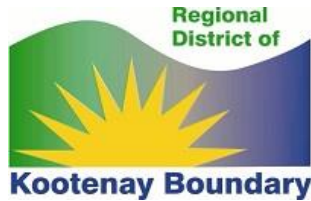
- Big White Solid Waste Consultation - January 2016 Staff Report
- Big White/Idabel Lake Super Save Disposal Proposal

Alternatives

1. Approve a five-year contract with Super Save Disposal for \$59,602.42 per year
2. Reject the proposal, reissue a Request for Proposals and extend the current contract on a month-to-month basis.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve a five-year contract, commencing August 1, 2016, with Super Save Disposal for the provision of solid waste management services at Big White and Idabel Lake at a combined annual cost of \$59,602.42.

**STAFF REPORT****Date:** 04 Jan 2016**File** ES Administration -
Solid Waste**To:** Chair Russell and Members,
Committee of the Whole
(Environment)**From:** Tim Dueck - Solid Waste Program
Coordinator**Re:** Big White Solid Waste Consultation**Issue Introduction**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding consultation on solid waste issues at Big White Ski Resort.

History/Background Factors

The RDKB provides a solid waste collection services at the Big White Ski Resort in the form of a) a Solid Waste Transfer Station which collects Municipal Solid Waste (MSW) at the Big White Solid Waste Transfer Station @ 4500 Big White Road, and b) a 'Front-end bin' collection service from 55 different properties at the resort for both recycling and garbage.

The cost of recycling collection services are funded out of the general solid waste budget. Garbage collection services are paid for by a specified service area budget.

The present waste collection contract expires on June 30, 2016. Staff would like to ensure that any service gaps are filled during the issue of the next round of Tenders. Staff recommends that prior to issuing a contract tender consultation with the Big White community is undertaken to identify any service gaps that may exist.

Community consultation would include the following issues and be informed by community response to the various issues.

Known Issues:

Inadequate Space:

The garbage room at the Village Centre Mall is insufficient for the amount of garbage and recycling produced by the shops and administration. The result is that the bins are overflowing causing unsightly accumulation. The RDKB presently hires a person to clean/empty this room (up to 4 times a day at Christmas) at a cost of about \$15,000 per year.

Illegal Dumping:

Residents often dump mattresses, couches etc. at various spots in the Village. As this is 'private land' this is a civil matter which the RDKB has no current mandate to be involved in. Should the RDKB service role be expanded to include this activity? An important consideration would be the costs to expand the scope of the program in this area.

Improper Materials in Garbage/Recycling:

Big White recycling material has the highest rates of 'contamination' of any material the RDKB sends to the recycling processor for sorting. As well, there is a lot of recycling material and material banned from disposal in the garbage. This unregulated dumping leads to increased cost for the services and may jeopardize the RDKB's access to the Glenmore Landfill. A possible solution to this issue is staffing the transfer station and scheduling open and closed hours for the transfer station to enable Staff to monitor the activities.

Tipping Fees:

At Big White, there is no correlation between the activity of producing garbage and the cost a property owner pays for the service. The SWMP compels the RDKB to move towards a Pay-as-you-Throw funding formula.

Coloured Bins:

The present collection contract did not stipulate what colour bins would be provided for 'Recycling' and 'Garbage'. The next 5-year contract should describe the desired colours for recycling and garbage. This will add a cost to the overall contract.

Holiday Service Levels:

The present collection contract does not prescribe any peak-period collection schedule.

Bylaw and Policy:

The present RDKB by-law describes statutory taxation parameters. Development of a comprehensive policy statement describing service levels, rights and obligations necessary to access the service would clarify the expectations of the community and provide Staff with tools to achieve compliance.

At this point, RDKB staff have received specific feedback on these issues from the Big White Chamber and Big White Resort's Vice President of Operations.

Staff recommend that consultation is carried out before March 31st, 2016, with the public to be invited to an open meeting. Email or written comments would also be accepted for those unable to attend. The results of the consultation would, where appropriate and/or feasible, be incorporated into a Draft Big White Solid Waste Removal Policy for Board consideration and approval.

Upon approval, the Big White Solid Waste Removal Policy would form the basis of the contract tender documents.

Implications

It is unclear what the financial implications may be if the community wishes to expand the scope of the service. One way to determine the affordability of changes would be to tender status quo service while requiring vendors to price out options for service expansion.

Advancement of Strategic Planning Goals

Public consultation prior to re-tendering the Big White solid waste management contract advances Board strategic objectives including improved environmental stewardship focus on waste management, cost-efficient service delivery and improved communications.

Effective public consultation would identify strategies to bridge the gap between current and desired service levels.

Background Information Provided

- Email correspondence from Big White Vice President of Operations
- Email correspondence from Big White Chamber of Commerce

Alternatives

1. That the Committee of the Whole direct Staff to carry out community consultation and create a Draft Big White Solid Waste Removal Policy.
2. That the Committee of the Whole direct Staff to present Draft Big White Solid Waste Removal Policy for consideration and approval and incorporation into the tender documents for the Big White solid waste service.
3. That the Committee of the Whole direct Staff to issue tender documents to maintain existing service levels.

Recommendation(s)

That the Committee of the Whole direct Staff to carry out community consultation and create a Draft Big White Solid Waste Removal Policy.

That the Committee of the Whole direct Staff to present Draft Big White Solid Waste Removal Policy for consideration and approval and incorporation into the tender documents for the Big White solid waste service.

Tim Dueck

From: info@bigwhitechamber.com
Sent: September-10-15 9:43 AM
To: Vicki Gee; Tim Dueck
Cc: 'David Webb'; 'Emily'; 'Jeremy Hopkinson'; 'Tracy Layng'; 'John Mooney'; info@bigwhitechamber.com
Subject: Garbage issue at Happy Valley area

Vicki, Tim

I am writing to you on behalf of the Chamber membership, although I am sure you are probably both aware of this particular issue already, via Jeremy Hopkinson, who I know is dealing with this now. I thought you might like to see the community conversation in case you needed any more information so we can work through a sensible long term solution.

This seems to add yet more weight to the community's desire for more control or influence over some of these local service contracts such as garbage removal, which the LCC program would potentially offer?
 Tim, could you keep the Chamber/Community informed about when this particular contract will be up for renewal so that we might be involved in the same way we have been invited to be for the Security contract?

Those particular garbage bins are likely not required there in the summer time, and seem to encourage this continual dumping. Can you possibly clarify once again for our members who's responsibility it is to remove illegally dumped items in locations such as this?

On an additional note, while we have in general been really pleased with SuperSave's service this summer (and in particular their driver Adrian!), their responsiveness and increase in volume of pick ups due to our busier summer of tourists has in general been good. The one area however that seems to require even more frequent pick ups is the Village Centre Mall location as that is the main collection point for ALL garbage relating to village centre tourist garbage bins, plus our admin offices and food & beverage operations in that area. That particular bin has been filling up very quickly during July/August and is often overflowing, despite the increased pick ups. Something we need to address for next year's summer planning for sure.

If you require any further information or wish to communicate any information back to the Chamber member businesses and the community, please let me know.

Thanks for your help as always

Jude



Post by Emily Valiant, Community Member & Parent:

Welcome to Beautiful Big White.
 What the hell is the matter with some people?
 And what do we do about this?
 Right next to our school.



Top of Form

Like Comment
Share

- [Neil Stuart](#) likes this.
- 
- **Marie Martin** frown emoticon
September 7 at 5:29pm · [Like](#)
- 

- Lisa Adlem** Wow frown emoticon
September 7 at 5:33pm · [Like](#)

Linda Nicholl So sad....
September 7 at 5:55pm · [Like](#)

Julie Deighton Unbelievable
September 7 at 7:19pm · [Like](#)

Giulia Jance Disgraceful
September 7 at 7:28pm · [Like](#)

Mat Hanson Install cameras
September 7 at 7:54pm · [Like](#)

Marie Martin If we pick up the rubbish can we take it to the transfer station? Or would it need to go to town?
September 7 at 9:18pm · [Like](#)

Linda Nicholl Is Neil still there?
September 7 at 9:35pm · [Like](#)

Mark Anthony Jones Would be downtown. Unless Neil can organize something else.
September 7 at 9:52pm · [Like](#)

Andrew Jay some of that has been there for months
September 7 at 9:53pm · [Like](#)

Jenni Finnigan Isfan A-holes!
September 7 at 9:54pm · [Like](#)

Emily Valiant I'm happy to help. But this needs to be gone. Anyone have a truck?
If I ever catch someone doing this, it ain't gonna be pretty...just saying
September 7 at 10:13pm · Edited · [Like](#) · 1

Karen Sloan My kids were playing on it yesterday I was so grossed out. I have a truck to take it to the depot tomorrow if anyone wants to help me?!?!
September 7 at 10:32pm · [Like](#) · 1

Mark Anthony Jones If it goes to transfer station, definitely going to have to check with Neil first. I feel for him, in the fact that people just take whatever they want there and leave it to him to sort out. Its a recycling/trash depot. Not a civic dump.
September 8 at 6:41am · [Like](#) · 2



Emily Valiant

Surely this is at least partially BW's responsibility?

September 8 at 9:39am

Like



Mark Anthony Jones

No idea. But I would hope so. Pretty sure if it was in the village it would be sorted quick.

September 8 at 9:40am

Like



Neil Stuart

Sometimes I wonder why these bins r here in the summer.. Emily Valiant as you know I live in whitetail and every weekend I see people rush over there in trucks do a quick dump and run

September 8 at 12:44pm

Like



Neil Stuart

I'm here Linda Nicholl. Some can be taken to transfer but all large items must go to Glenmore landfill. If Big White wants it gone and they don't want to do it get them to call me for a price to haul away

September 8 at 12:46pm

Like · 2



Emily Valiant

Jeremy Hopkinson is sorting this. Thanks Neil Stuart wink emoticon

September 8 at 2:26pm

Like · 2



Neil Stuart

Emily Valiant.. Do you want me to talk to the district/Supersave about maybe moving those bins next Summer? Could solve 90% of the issue down there

September 8 at 3:24pm

Like · 2



Marie Martin

happy to help if you need people xo

September 8 at 3:33pm

Like



Emily Valiant

Neil Stuart that may be a very good idea. smile emoticon

September 8 at 9:54pm

Like · 1



Write a comment...

Jude Brunt
Secretary



Big White Chamber of Commerce
Cell : 250 869 2370

Tim Dueck

From: Jeremy Hopkinson [jhopkinson@bigwhite.com]
Sent: December-21-15 3:29 PM
To: Tim Dueck
Cc: Jay Hayashi
Subject: RE: Big White Waste Removal Contract.

Hi Tim, Happy Holidays. Suggestions below.

Thanks Jeremy

From: Tim Dueck [mailto:tdueck@rdkb.com]
Sent: Monday, December 21, 2015 2:44 PM
To: Jeremy Hopkinson
Cc: Jay Hayashi
Subject: Big White Waste Removal Contract.

Hi Jeremy:

I just wanted to touch base with you about a couple of solid waste issues at Big White:

- 1) The waste removal contract is up for renewal this summer. Can you identify any service gaps that should be filled in this next contract? HOLIDAY PERIODS; MAKE THESE PICK-UPS NECESSARY as opposed to special request. Eg the VCM Building: Is there a better solution for dealing with the inadequate garbage space. ANOTHER BIN PAC
 What are your summer visitor numbers. Were the service levels adequate this past summer? IF WE GET ANOTHER BIN PAC THIS WILL HELP, BUT AS VISITORS INCREASE RESTAURANTS WILL NEED MORE PICK-UP
- 2) The RDKB recognizes that we are one of your many clients of Big White's snow removal service. On those days that we receive significant snowfall and Super Save is providing garbage removal service, we appreciate any assistance we can get to facilitate the smooth deliver of this essential service. Last week a request for service at the Waste Transfer Station was met with unnecessary foul language. We appreciate any and all assistance we can get from the snow removal operators. I APPOLOGISE FOR THE FOUL LANGUAGE EVERYONE DESERVES RESPECT, WE ALL HAVE WORK TO DO.
- 3) Black Forest Daylodge.
 Can you give me an update on how is the waste removal/collection system working? WE PURCHASED ANOTHER BIN PAC AND HAVE SET UP SO TRUCK CAN PICK UP IN PLACE AND DUMP, CARDBOARD IS COMPACTED AND WE WILL PUT THESE PALLETS IN TRANSFER STATION, RECYCLING OF BOTTLES AND CANS ARE HANDLED SEPERATELY.
- 4) The bins in the Happy Valley Parking lot. Can you comment on how this can be handled more effectively in the future? I HAVE ASKED TO REMOVE BINS FROM PARKING LOT AS THEY ATTRACT GARBAGE (OLD COUCHES, FRIDGES, ECT..) WITH BIN PAC AND CARDBOARD COMPACTOR WE TAKE TO TRANSFER STATION, IF YOU DON'T WANT CARDBOARD IN TRANSFER station can we set up purple bin at transfer and we will put cardboard in there.

The input of the Resort is highly sought after as we prepare to tender another 5-year waste removal contract. Please take a few minutes to send me a note or give me a call.

Thanks,



Tim Dueck | Solid Waste Program Coordinator
Regional District of Kootenay Boundary
Direct: 250.368.0231 | Cell: 250.231.1183 | Main: 250.368.9148
1.800.355.7352
www.rdkb.com

Jeremy Hopkinson
Vice President of Operations
Big White Ski Resort Ltd.
Direct Line: (250) 765-3101
Fax: (250) 491-6122
Email: JHopkinson@bigwhite.com
Website: www.bigwhite.com



**THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BIG WHITE – IDABEL LAKE SOLID WASTE COLLECTION SERVICE CONTRACT**

Attn: Solid Waste Program Coordinator
Regional District of Kootenay Boundary
#202 - 843 Rossland Avenue
Trail, BC
V1R 4S8

June 23, 2016



Super Save Disposal Inc.
19395 Langley Bypass
Surrey, BC V3S 6K1
(604) 533-4423

Contact: Shana Koopmans, Tender Coordinator
Direct: 604-539-2668
Email: shana@supersave.ca



- ☐ Super Save Gas
- ☐ Super Save Propane
- ☐ Super Save Disposal
- ☐ Super Save Fence Rental
- ☐ Super Save Toilet Rental
- ☐ Super Gaz
- ☐ Super Save Shredding
- ☐ Super Cash

**THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BIG WHITE – IDABEL LAKE SOLID WASTE COLLECTION**

Attn: Solid Waste Program Coordinator
Regional District of Kootenay Boundary
#202 - 843 Rossland Avenue
Trail, BC
V1R 4S8

June 23, 2016

We sincerely thank you for the opportunity to quote on the Solid Waste Collection Services for Big White and Idabel Lake. The Super Save Group of Companies has been in business since 1977 with Super Save Disposal being established in 1996.

To the best of my knowledge, in receipt of the Tender documents and Addendum No. 1 and 2, the information and pricing given in this proposal is materially correct.

Super Save has been providing collection services at Big White and Idabel Lake for a number of years now and looks forward to furthering our business relationship with the Regional District of the Kootenay Boundary. We believe that the commencement of a new contract will be the ideal opportunity to overhaul the way we manage this account, paying close attention to the number and location of bins, and the number of services and hauls completed each month. It will be our goal to provide comprehensive and accurate reporting which will benefit both the District and Super Save.

If you have any questions regarding our proposal, please feel free to contact me directly at (604) 539-2668 or e-mail me at shana@supersave.ca.

Sincerely,

Shana Koopmans
Tender Coordinator
Super Save Disposal Inc.

www.supersave.ca • Toll Free 1-800-665-2800

Vancouver Head Office
19395 #10 Highway
Surrey, BC, V3S 6K1
Bus: (604) 533-4423
Fax: (604) 534-5867

Alberta
6025 90th Ave. SE
Calgary, AB, T2C 4Z6
Bus: (403) 590-4011
Fax: (403) 590-4171

Saskatchewan
811A 57th St. E
Saskatoon, SK, S7K 5Z2
Bus: (306) 956-2477
Fax: (888) 808-0020

Greater Toronto
1840 Gage Court
Mississauga, ON, L5S 1S2
Bus: (905) 673-6575
Fax: (905) 673-9412

London
467 Newbold Street
London, ON, N6E 1V5
Bus: (905) 673-6575
Fax: (905) 673-9412

Montreal, Quebec
14339 Boul Pierrefonds
Pierrefonds, QC, H9H 1Z2
Bus: (514) 696-4051
Fax: (514) 696-6163

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY**BIG WHITE – IDABEL LAKE SOLID WASTE COLLECTION SERVICE CONTRACT****SECTION #3 TENDER FORM**

TO: The Regional District of Kootenay Boundary
#202 - 843 Rossland Avenue
Trail, British Columbia V1R 4S8

The undersigned has carefully examined all the Contract Documents as listed in the Index of Contract Documents for the Collection and Removal of Solid Waste and Recyclables from the Big White Specified Area and Idabel Lake and has carefully examined the service area and hereby offers to provide all necessary labour, equipment, materials, and tools to undertake the collection and removal of solid waste and recyclables in a manner in accordance with these Contract Documents for the prices quoted in the Tender Form.

The undersigned also agrees and offers as follows:

1. This offer shall be open for acceptance by the Regional District of Kootenay Boundary for a period of sixty (60) days from the closing date of the Tender. If this Tender is accepted, the undersigned agrees to execute the Contract Document in the form provided herein.
2. Within seven (7) days of receiving the "Notice of Acceptance" of this Tender to return the executed Contract Agreement to the Regional District and to furnish the Certificates of Insurance.
3. To commence work in accordance with these Contract Documents on August 1, 2016.

PART A: EQUIPMENT AND PERSONNEL STATEMENT

The following equipment, supervisory personnel and subcontractors will be available for the Work described in the Contract Documents. Replacements and/or changes to the equipment and subcontractors stated herein shall be done only with the approval in writing of the Regional District of Kootenay Boundary.

In keeping with recognized waste colour coding, this contract will require that commercial recycling bins be coloured BLUE.

Commercial Garbage bins may be any colour (other than blue) as long as they are consistent throughout the service area.

1. EQUIPMENT:

DESCRIBE: COMMERCIAL COLLECTION BINS

45	x 3-yard Garbage bins painted (Present number of bins)	<u>MAROON</u> (colour)
40	x 3-yard Recycling bins painted	<u>BLUE</u>
8	x 4-yard Garbage bins painted	<u>MAROON</u>
5	x 4-yard Recycling bins painted	<u>BLUE</u>
23	x 6-yard Garbage bins painted	<u>MAROON</u>
21	x 6-yard Recycling bins painted	<u>BLUE</u>

3 x 40-yard Compactor bins painted

Note: There are presently 55 sites serviced with 142 commercial bins of varying sizes. More sites may be added or deleted in the future. The Proponent is obligated to provide a functioning collection service to all sites directed to do so by the RDKB. The description of the present system of collection is intended only as a reference. The Proponent may propose any service containers.

The RDKB provides this information in good faith based on information available. The proponent is invited to provide whatever amount of bins and sizes as can be accommodated and serviced within the proposed schedule.

DESCRIBE: COLLECTION VEHICLES:

<u>Peterbilt Tandem-Axle Front End</u>	<u>40 cubic yard</u>	<u>2012</u>
Make model	Size or Capacity	Age & Condition
<u>Peterbilt Tandem-Axle Roll Off</u>	<u>40 cubic yard</u>	<u>2012</u>
Make model	Size or Capacity	Age & Condition
<u>Chevrolet Bin-Mover</u>	<u>not applicable</u>	<u>2012</u>
Make model	Size or Capacity	Age & Condition

All Super Save vehicles are inspected and undergo routine maintenance on a regular basis to ensure they are in peak operating condition to maximize efficiency and minimize environmental impact. Additionally, drivers complete pre-trip checks daily before use.

DESCRIBE: GPS Fleet Vehicle Tracking System

Super Save trucks are equipped with an on-board mentor system complete with route tracking which allows us to get real time data and to know the location of each truck at any time.

DESCRIBE: On-board Truck Scale Reporting System

An estimated weight is entered into the on-board mentor system with each tip for every bin and after completion of the run a verifiable weight for the entire load is received from the landfill or processing facility. This weight information is then distributed amongst the bins that were serviced as a volume percentage over the estimated weights.

DESCRIBE: Monthly and Annual Reporting Program

Super Save will be able to provide monthly and annual reports showing the date of service for each container and the weight of the material collected upon service. We will track the actual number of hauls performed each month in order to report on the varying levels of service needed at both Big White and Idabel Lake. Super Save is also able to provide fuel consumption reporting to determine the amount of fuel expended to complete services for this account, as well as diversion reports which show the amount of material recycled as compared to the amount of material landfilled, by weight.

2. SUPERVISORY PERSONNEL

NAME	POSITION	PREVIOUS SIMILAR EXPERIENCE
------	----------	-----------------------------

Dusty Sampert	Operations Manager	30+ years
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-Dusty will oversee truck and driver operations, routing, dispatch, and service.

Karlee Hermus	National Accounts Coordinator	3 years
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Michelle Milton	Major Accounts Coordinator	9 years
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-Karlee and Michelle will coordinate with Dusty as required and manage all inquiries related to the account including requests for service, handling customer complaints or concerns, as well as invoicing and reporting requirements.

3. SUBCONTRACTORS

NAME OF FIRM	FUNCTION/WORK COMPONENT	ADDRESS
--------------	-------------------------	---------

SUPER SAVE WILL UTILIZE ITS OWN FORCES TO COMPLETE THE REQUIRED SERVICES AND AS SUCH NO SERVICES UNDER THE SCOPE OF THIS TENDER WILL BE SUBCONTRACTED.

PART B: TENDERER'S EXPERIENCE IN SIMILAR WORK (*maximum of three references*)

CLIENT	YEARS	VALUE	CONTACT PHONE NUMBER
City of Kelowna	2012 - present	undisclosed; supply and service of approximately 50 front end waste and recycling containers at various City facilities**	Maryann Allan 250-469-8693
Langley School District	2009 - present	undisclosed; supply and service of over 100 front end bins for waste, single stream, and organic collection**	Beverly Arthur 604-534-3294
Township of Langley	2000 - present	undisclosed; supply and service of nearly 140 front end and tote containers for waste, single stream, and organic collection**	Krista Daniszewski 604-533-6090 ext 2208

**all of the above contracts also include supply and service of roll off containers for waste and recycling services, as needed

PART C: TENDER PRICES

The proponent may propose any sort of compensation scheme which provides a service level which is acceptable to residents, businesses and the Resort of Big White at a predictable cost. The RDKB reserves the right to seek clarification on all submitted quotes before proceeding to Contract B. The following tables are provided only as a convenience for the proponent.

The following tables provide opportunity to describe Tendered lump sum or per haul amounts for the collection and removal of solid waste and recyclables from the Big White Specified Area and Idabel Lake for the period from August 1, 2016 to July 31, 2017 as outlined in the Contract Documents (not including GST):

Big White Specified Area:**COMMERCIAL/FRONT END Garbage Collection and Removal including the provision of bins:
(EXCLUDING Idabel Lake)**

Total Annual propose Price for Service – August 1, 2016 \$54,014.70

Proposed schedule

Month	Proposed number of Hauls	Cost per Haul
January	9	\$964.55
February	8	\$964.55
March	9	\$964.55
April	3	\$964.55
May	2	\$964.55
June	2	\$964.55
July	2	\$964.55
August	2	\$964.55
September	3	\$964.55
October	2	\$964.55
November	5	\$964.55
December	9	\$964.55

****Please note that the proposed number of hauls are estimated based on the services performed in 2015 and may vary in future years, depending on the volumes produced. Super Save will bill the District a consistent monthly price of 1/12th of the total annual proposed price for waste collection services at Big White, excluding Idabel Lake.**

**2. COMMERCIAL/FRONT END Commingled Recycling Collection and Removal:
(INCLUDING Idabel Lake)**

Annual Price for Proposed Service - August 1, 2016 \$59,602.42

Month	Proposed number of Hauls	Cost per Haul
January	4	\$1354.60
February	4	\$1354.60
March	5	\$1354.60
April	3	\$1354.60
May	4	\$1354.60
June	4	\$1354.60
July	4	\$1354.60
August	4	\$1354.60
September	3	\$1354.60
October	2	\$1354.60
November	3	\$1354.60
December	4	\$1354.60

**Please note that the proposed number of hauls are estimated based on the services performed in 2015 and may vary in future years, depending on the volumes produced. Super Save will bill the District a consistent monthly price of 1/12th of the total annual proposed price for recycling collection services.

**3. Big White Transfer Station Compactor 40-Yard Bin Service – includes the provision of bins.
Garbage Collection and Removal (compactor load per haul):**

These bins are to be hauled to the Glenmore Landfill and emptied on an 'as needed' basis.

Price per Haul - August 1, 2016. \$284.20

**Big White Transfer Station Compactor 40-Yard Bin Service – includes the provision of bins.
Commingled Recycling Collection and Removal (compactor load per haul):**

Price per Haul - August 1, 2016 \$284.20

4. Idabel Lake Garbage Collection including the provision of bins:

Price per Haul - August 1, 2016. NOT APPLICABLE

ANNUAL PRICE FOR PROPOSED SERVICE - August 1, 2016 : \$5,587.73

**Please note that the proposed annual price is based on the services performed in 2015 and Super Save will bill the District a consistent monthly price of 1/12th of the total annual proposed price for garbage collection services at Idabel Lake.

5. Miscellaneous Service Rates

Hourly Rate for Work not included in the Contract: \$152.05/hour

Rate for Service and Rental of Occasional Roll-off Bins: \$284.20/haul

6. Additions or deletions:

Due to conditions caused either by the RDKB policies or by economic growth or facilities closure, the number of sites serviced by this Service Contract may fluctuate. The Service Contract will recognize these changes by adjusting the Contract Price according to the following guidelines:

Additions or deletions amounting to less than 10% of the number of sites serviced (55) shall not be adjusted in the total annual price.

If the number of additions or deletions amount to more than 10% of the total number of sites (55 +/- 6), then the Value of the service shall be increased or decreased by the contract price 'times' the additional or deleted units.

Contract Adjustment Price per Site: 3, 4 or 6-Yard Garbage Bin \$180.61/site/month

3, 4 or 6-Yard Recycling Bin \$180.61/site/month

Note: Costs involved in setting up and maintaining the Service rest with the Contractor.

7. ANNUAL CHANGES TO CONTRACT PRICE

The Contract Price shall be adjusted annually according to the following formula:
 Contract Unit Price x Change in Statistics Canada's Transportation Consumer Price Index
 (<http://www40.statcan.gc.ca/l01/cst01/cpis01k-eng.htm>) for British Columbia for year previous to
 anniversary date of the Contract.

Change in 2017 CPI Transportation Index _____
 (to be determined)

Change in 2018 CPI Transportation Index _____

Change in 2019 CPI Transportation Index _____

Change in 2020 CPI Transportation Index _____

Accompanying this Tender is a Bid Bond Certified Cheque, Irrevocable Letter of Credit or cash in the amount of 10% of the average annual tendered amount which shall be forfeited as pre-estimated liquidated damages (and not as a penalty) in the event that the undersigned tenderer fails to comply with the provisions of the Tender; otherwise it shall be returned to the undersigned, without interest.

DATED at Surrey, BC this 23rd day of June 2016

Super Save Disposal Inc.

NAME OF CORPORATION

19395 Langley Bypass

ADDRESS-1

Surrey, BC V3S 6K1

ADDRESS-2

Per: 

AUTHORIZED SIGNATORY

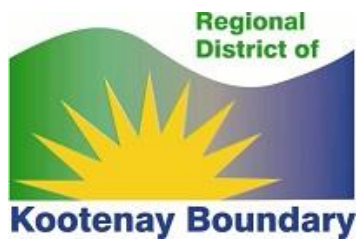
(seal)

William Vandekerkhove

NAME OF INDIVIDUAL

1-604-539-2668
TELEPHONE NUMBER

shana@supersave.ca
E-MAIL ADDRESS

**STAFF REPORT**

Date: 18 Jul 2016
To: Chair McGregor and Board of Directors
From: Alan Stanley - General Manager of Environmental Services
Re: Feasibility - Westbridge Mosquito Control

File Admin

Issue Introduction

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding a feasibility review for a mosquito control program in Westbridge (Area E).

History/Background Factors

Residents of Westbridge requested that the RDKB investigate a mosquito control program.

To provide accurate, technical information including program feasibility and costs requires the services of a Qualified Professional (QP). The services required from a QP at this stage in the process are estimated at under \$1,000.

Staff recommend that up to \$1,000 for a QP for preliminary work on a mosquito control program in Westbridge be paid from the Board's Feasibility Reserve.

Implications

The Feasibility Reserve contains adequate funds to cover the recommended \$1,000.

Advancement of Strategic Planning Goals

N/A

Background Information Provided

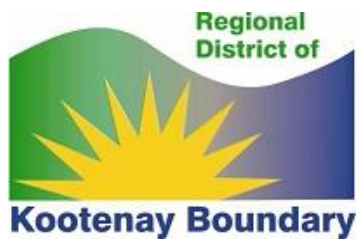
N/A

Alternatives

1. That the Board approve expenditures up to \$1,000 from Feasibility Reserve Funds for preliminary work on a mosquito control program in Westbridge.
2. That the Board not approve use of Feasibility Reserve Funds for work on a mosquito control program in Westbridge.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve expenditures up to \$1,000 from Feasibility Reserve Funds for preliminary work on a mosquito control program in Wentbridge.

**STAFF REPORT**

Date: 28 Jul 2016 **File**
To: Chair McGregor and Board of Directors
From: Maureen Forster, Executive Assistant
Re: 2016 UBCM Cabinet Minister Meeting Requests

Issue Introduction

A staff report from Maureen Forster, Executive Assistant, regarding requests for Cabinet Minister meetings and other information for the 2016 UBCM Convention in Victoria, BC on September 26 - 30, 2016.

History/Background Factors

Each year in July, the Board reviews requests from the Electoral Area Directors regarding appointments with UBCM Cabinet Ministers. The Board considers the requests, prioritizes them and then authorizes staff to undertake the necessary work for submitting the meeting requests to the Province as well as preparing briefing notes and UBCM binders for all the Directors.

Further to the email sent to the Electoral Area Directors on June 28, 2016, staff has received the following responses:

1. Meeting with the Honourable Steve Thomson, Ministry of Forests, Lands and Natural Resource Operations regarding the Interior Lumber Manufacturers' Association (ILMA) and "Getting the Right Log to the Right Mill".

- Proposed Attendees: Chair McGregor, John M. MacLean, CAO and Theresa Lenardon, Manager of Corporate Administration.

2. Meeting with the Honourable Peter Fassbender, Ministry of Community, Sport and Cultural Development regarding the Boundary Expansion.

- Proposed Attendees: Chair McGregor, John M. MacLean, CAO and Theresa Lenardon, Manager of Corporate Administration.

3. Meeting with the RCMP regarding relationships during emergencies.

- Proposed Attendees: Chair McGregor, John M. MacLean, CAO and Theresa Lenardon, Manager of Corporate Administration.

4. Meeting with the Honourable Steve Thomson, Ministry of Forests, Lands and Natural Resource Operations regarding BC Timber Sales and forestry best practices around logging close to recreational sites.

- Proposed Attendees: Chair McGregor, John M. MacLean, CAO and Theresa Lenardon, Manager of Corporate Administration.

The RDKB Board of Directors must consider these requests and adopt a resolution. The resolution must include which RDKB Director(s) will attend the meetings. As part of the resolution, the Board is expected to also prioritize the requests. This is a requirement of the UBCM and is part of the on-line form that RDKB staff must complete when submitting the meeting requests. The UBCM Meeting Request Coordinator will confirm which requests have been approved and granted. This will not occur much before mid to late August.

RDKB staff will be preparing notes, which will be reviewed and amended as necessary prior to any meetings. This is to ensure that a Director who has an interest in a matter has an opportunity to ensure that his or her views are forwarded to the appropriate provincial Minister or designated official. Staff must ensure that issues that are advanced have been properly and thoroughly discussed at the Provincial staff level and that they represent strategic priorities of the Board. The Board should also be aware that it is often easier to meet with Provincial staff and that often, this is a more effective course of action.

Staff will also be preparing binders for Directors attending the Convention. These binders include schedules about Convention activities and events, Directors' personal schedules, accommodation, travel and contact information, invitations, etc.

Implications

Requesting meetings and preparing briefing notes and binders are consistent with the Director Project Initiation Policy.

The implications associated with these tasks involve significant staff time and resources.

Costs for attendance at the UBCM (e.g. participant registration, travel, accommodation etc.) have been included in the Budget.

Advancement of Strategic Planning Goals

This work is consistent with the RDKB's Mission Statement:

To provide a professional level of governance and advocacy both responsive and accountable to the needs of our regional community.

and with the following Strategic Plan Goal:

Improve and Enhance Communication: We will continue to advocate on issues that affect our region.

Background Information Provided

Letter from Premier Christy Clark dated June 1, 2016.

Alternatives

none

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors considers and prioritizes the list of UBCM Cabinet Minister meeting requests and authorizes staff to undertake the UBCM process for requesting the meetings and to prepare associated briefing notes and Directors' binders. **FURTHER** that the Board also select the RDKB's representatives to attend the designated meetings.



June 1, 2016

Dear Mayors and Regional District Chairs:

As we prepare for the 2016 UBCM Convention in Victoria this September, I wanted to let you know that my caucus colleagues and I are once again looking forward to listening to the discussions around the issues and initiatives that affect British Columbia's communities and the people who live there. Our work depends on your input and your insight, and my colleagues and I will be there to listen and to learn.

This year's theme, *Stronger Together*, is an ideal way to recognize the strengths and similarities across the province. British Columbia is leading Canada like never before, and the work you do in your community is an integral part of that.

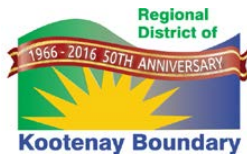
If you would like to request a meeting with me or a Cabinet Minister on a specific issue during this year's convention, the online registration form at <https://UBCMreg.gov.bc.ca> will go live on June 13th. The invitation code is MeetingRequest2016, please note it is case sensitive.

If you have any questions, please contact my UBCM Meeting Request Coordinator, Tim Wong at UBCM.Meetings@gov.bc.ca or by phone at 604-775-1600.

Sincerely,

A handwritten signature in blue ink that reads "Christy Clark".

Christy Clark
Premier



STAFF REPORT

Date:	July 28, 2016	File #:	A-3617-06619.100 A-3617-00619.002
To:	Chair McGregor and Members of the Board		
From:	Carly Rimell, Planner		
RE:	Provincial Referral - ALR Subdivision		

ISSUE INTRODUCTION

The owners, Hugh and Shirley Buckley, have submitted an application for subdivision, more specifically an interior lot line adjustment within the Agricultural Land Reserve (ALR). The parcels are located at 10081 and 10095 Waneta Nelway Road, in Electoral Area 'A' (*see Site Location Map; Subject Property Map*).

HISTORY / BACKGROUND FACTORS

The properties are located within Electoral Area 'A'. Lot A is split designated 'Agricultural Resource 2' and 'Rural Resource 1' in the Electoral Area 'A' Official Community Plan Bylaw No. 1410 and zoned 'Agricultural Resource 2' (AGR2) and 'Rural Resource 1 (RR1)' in the Electoral Area 'A' Zoning Bylaw No. 1460. Lot B is designated 'Agricultural Resource 2' in the Electoral Area 'A' Official Community Plan Bylaw No. 1410 and zoned 'Agricultural Resource 2' in the Electoral Area 'A' Zoning Bylaw No. 1460. Those areas designated and zoned AGR 2 are within the Agricultural Land Reserve (ALR).

Lots A and Lot B were the subject of an interior lot line adjustment in 2007 when the Ministry of Transportation and Infrastructure approved the subdivision. The lot line adjustment resulted in both parcels having legal access off Waneta Nelway Road.

Current Uses on the Land:

The applicant lists the following uses on the parcel:

Lot A (28.5ha) is currently used for pasture. Lot B (35.7ha) has a single family dwelling, mobile home, accessory buildings and a cattle ranching operation. Improvements made to these parcels include the clearing of land for cattle ranching and hay production.

Adjacent Land Uses:

The applicant lists the adjacent land uses as:

- | | | |
|-------|---|---|
| North | - | Crown Land; undeveloped |
| East | - | Agricultural; hobby Farm |
| South | - | Transportation; Ministry of Transportation and Infrastructure |
| West | - | Rural Resource; Teck owned property |

Agricultural Capability Mapping:

The Agricultural Capability Mapping for the parcel ranges from Class 7 to Class 4. It is limited by soil moisture deficiency, topography and bedrock. It is improvable to Class 3 over the majority of the parcel.¹ (see *Agricultural Capability Map*).

PROPOSAL

The applicant proposes to modify the interior parcel line to create a smaller parcel in the south west corner (3.4ha) and to create a larger remainder (60.8ha). (see *Applicant's Submission*).

The applicant intends to retire and wishes to modify the two parcels so that the larger lot can continue to be used as a farm. The smaller lot would be used to build a retirement home for the applicants.

IMPLICATIONS

The Agricultural Land Commission (ALC) has now established 2 zones within the ALR. The Regional District of Kootenay Boundary is within Zone 2. When exercising a power under the *Agricultural Land Commission Act* in relation to land located in Zone 2, the commission must consider the following, in descending order of priority:

- a) the purposes of the commission set out in section 6;
 - to preserve agricultural land;
 - to encourage farming on agricultural land in collaboration with other communities of interest;
 - 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.
- b) economic, cultural, and social values;
- c) regional and community planning objectives;
- d) other prescribed considerations.

¹ This Agricultural Capability mapping information was generated by the Province. The data source is the original 1:50,000 agricultural capability maps from the ALC office. These maps were scanned, geo-referenced and then digitized in a geo-database format. The data is to be used at a scale of 1:50,000 however the map used in this report is a scale of 1:20,000. The layer contains two attributes: CC = current agricultural capability and IC = improved agricultural capability. The Agricultural Land Commission assumes no liability or responsibility for the quality, content, accuracy or completeness of data.

None of this land is being removed from the ALR; the proposal is for subdivision. The intention of the subdivision is to continue to farm the easterly lot which would increase in size by ± 25 ha (35.7ha to 60.8ha). The applicants are currently using both Lot A and Lot B for cattle grazing. The modification of the interior lot line will consolidate most of the area currently being used for cattle grazing. Creating a larger remainder parcel would be beneficial to cattle production both presently and in the future.

The proposed smaller lot at 3.4ha does not meet the minimum parcel size requirement of 8 hectares required in the 'Agricultural Resource 2' Zone. However the proposal falls under Section 310 Minimum Parcel Area Exceptions in the Electoral Area 'A' Zoning Bylaw No. 1460 as it is an interior lot line adjustment where no new parcels are being created. The RDKB encourages agricultural practices on these lands as a primary use, and the applicant and his family at this time are actively engaged in such practices.

Given the 8ha minimum parcel size requirement the proposed easterly parcel, which would be 60.8ha, could potentially be subdivided into seven parcels. While the zoning bylaw requirements would be met, approval by the ALC would be required. The same number of parcels could potentially be created with the current configuration.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'A' Advisory Planning Commission is in support of the application.

BACKGROUND INFORMATION

Site Location Map

Subject Property Map

Agricultural Capability Map

Applicant's Submission

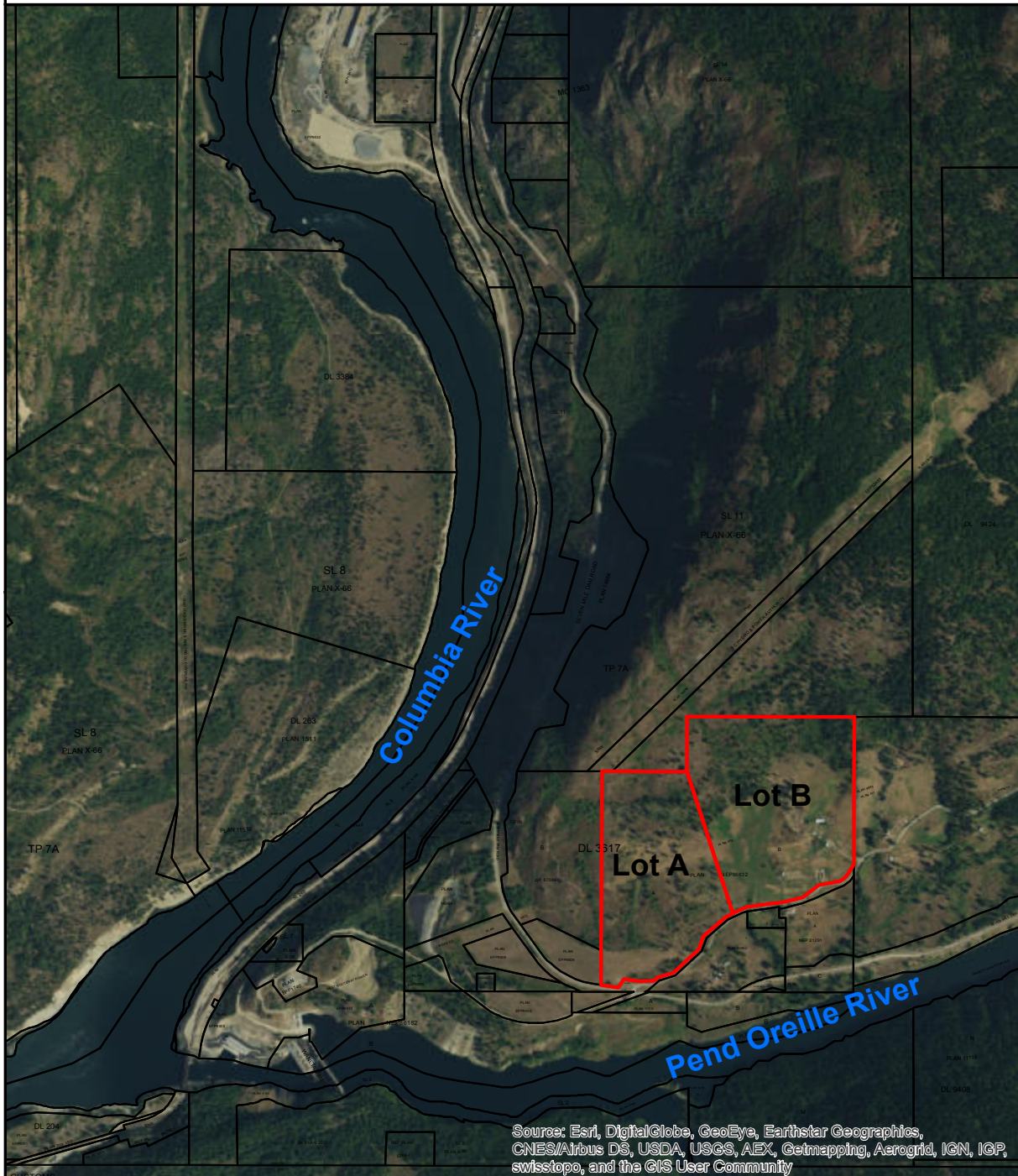
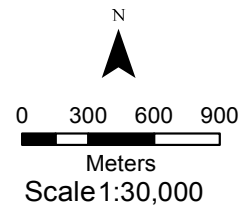
RECOMMENDATION

That the application for subdivision in the Agricultural Land Reserve, submitted by Hugh and Shirley Buckley, for the properties at 10081 and 10095 Waneta Nelway Road, Electoral Area 'A', legally described as Lot A and Lot B, DL 3617, KD, NEP86632, be forwarded to the Agricultural Land Commission with a recommendation of support.

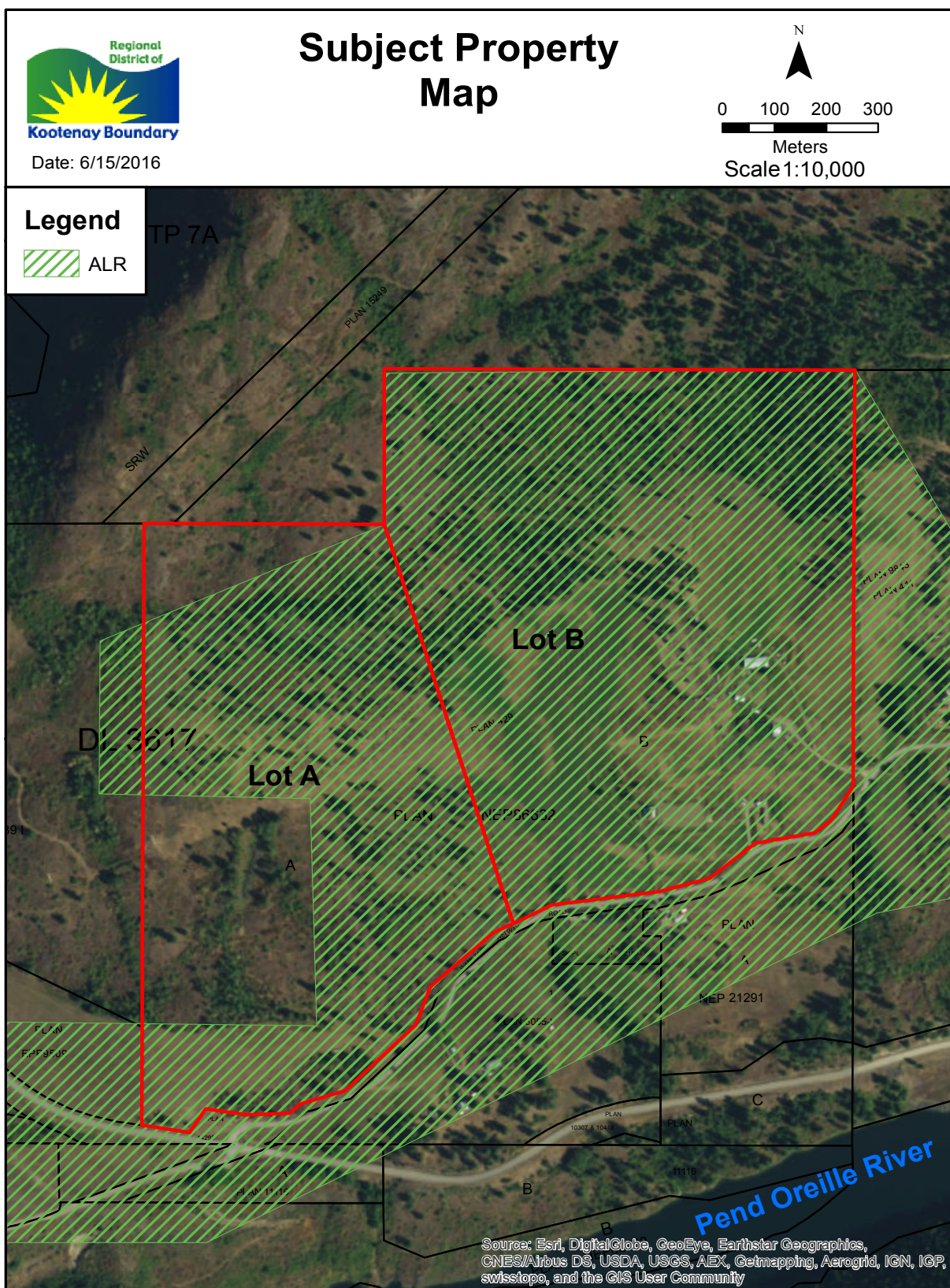


Date: 6/15/2016

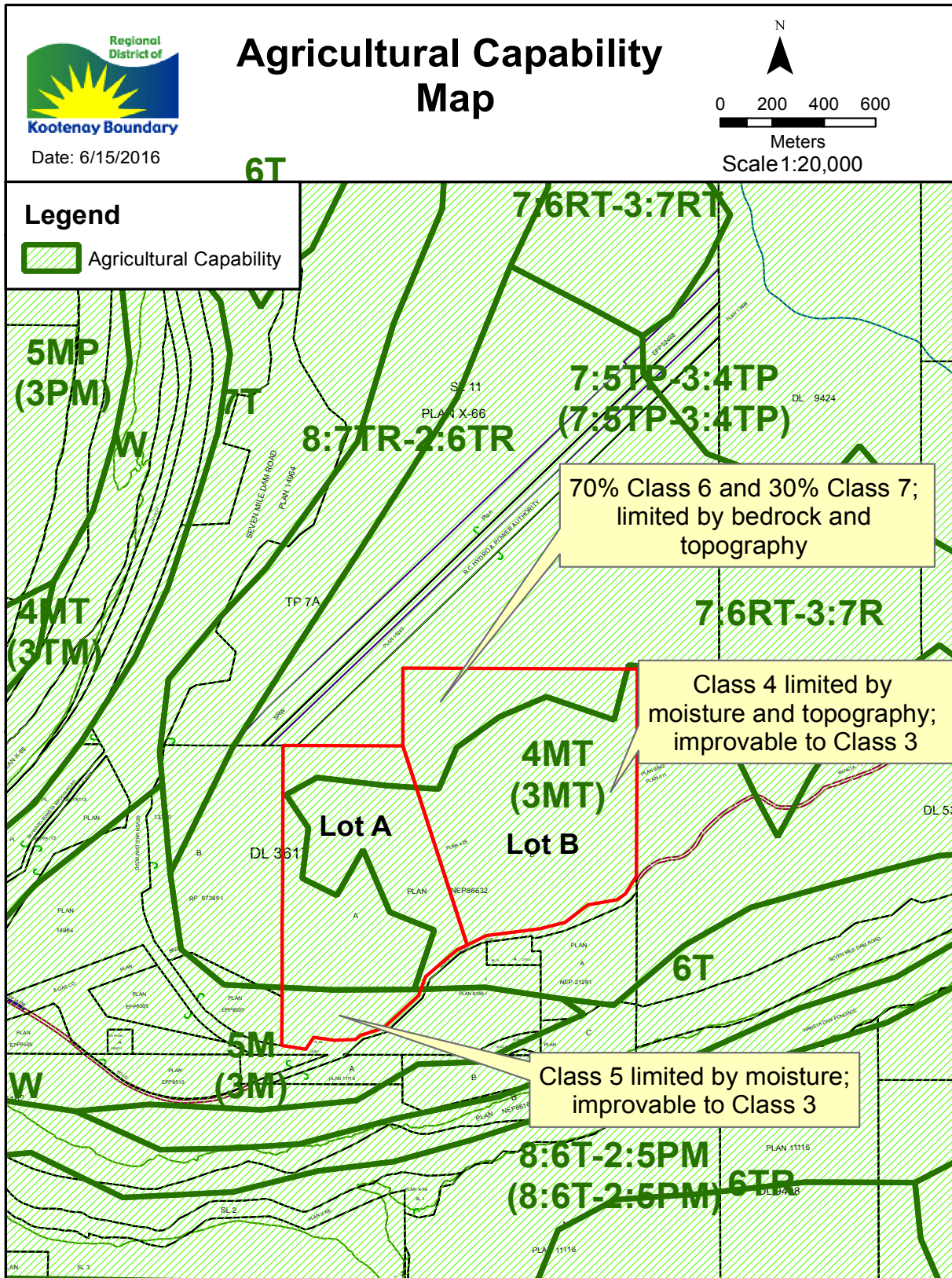
Site Location Map



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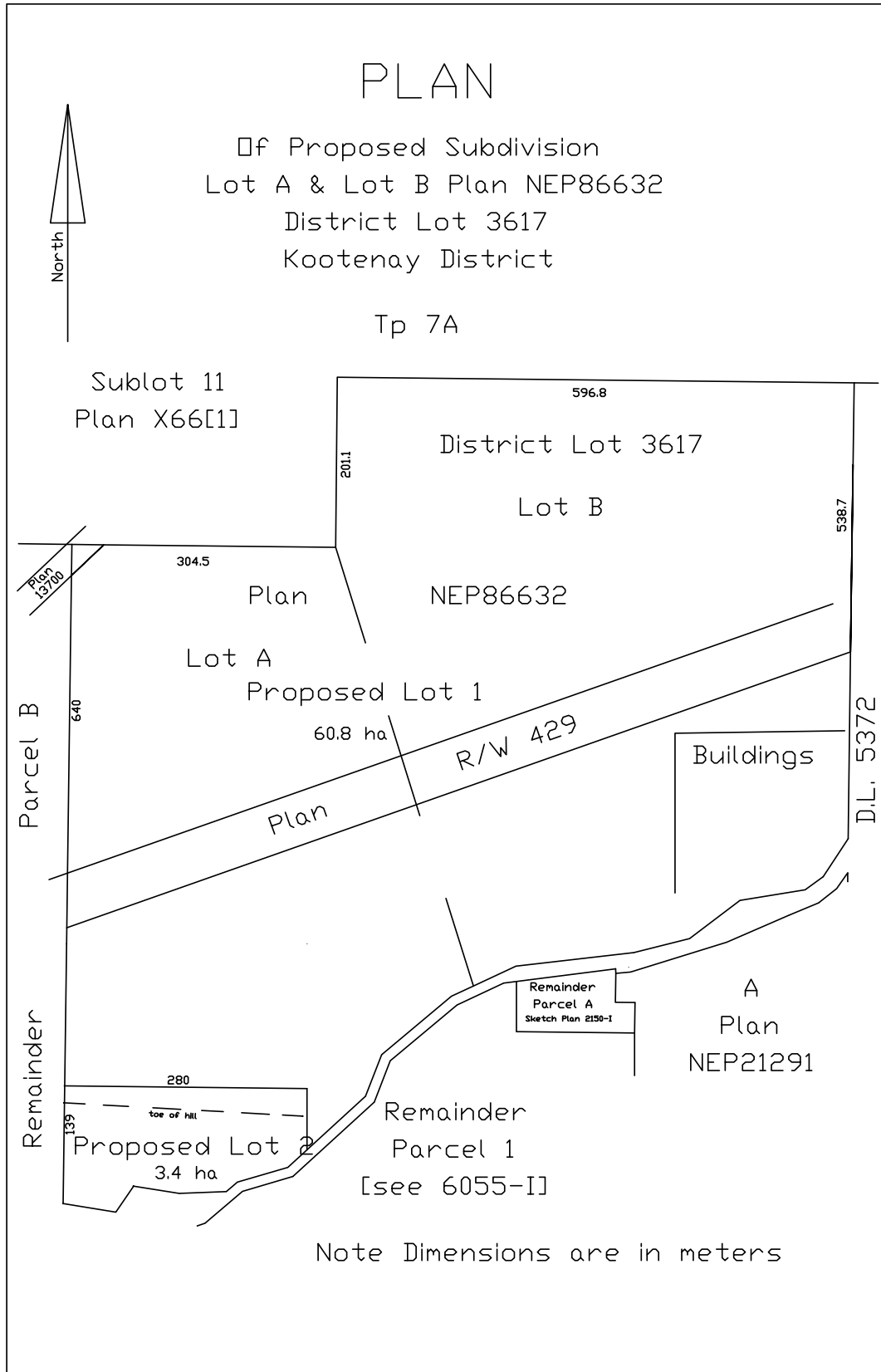


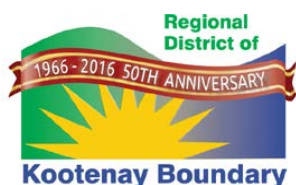
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Applicants' Submission





STAFF REPORT

Date:	July 28, 2016	File #:	B-9A-TWP-10926.175 B-9A-TWP-10926.150
To:	Chair McGregor and Members of the Board		
From:	Carly Rimell, Planner		
RE:	Ministry of Transportation and Infrastructure - Subdivision		

ISSUE INTRODUCTION

The Regional District of Kootenay Boundary has received a subdivision referral from Ministry of Transportation and Infrastructure (MoTI) for a proposed interior lot line adjustment for Lot 1 and Lot 2 off Highway 22, in Paterson, in Electoral Area 'B'/ Lower Columbia-Old Glory (*see Site Location Map; Subject Properties Map; Proposed Boundary Adjustment Map*).

HISTORY / BACKGROUND FACTORS

Lot 1 is 23 hectares and designated 'Rural Resource 1' in the Electoral Area 'B'/ Lower Columbia-Old Glory OCP Bylaw No. 1470 and zoned 'Rural Resource 1' in the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540.

Lot 2 is 21.6 hectares and split designated 'Rural Resource 1' and 'Agricultural Resource 1' in the Electoral Area 'B'/ Lower Columbia-Old Glory OCP Bylaw No. 1470 and zoned 'Rural Resource 1' and 'Agricultural Resource 1' in the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540. The portion which is designated and zoned 'AGR 1' is within the Agricultural Land Reserve (ALR).

The proposed new boundary does not cross the land which is within the ALR, therefore an application is not required to be submitted to the Agricultural Land Commission (ALC).

PROPOSAL

The applicants are requesting approval for a boundary adjustment to modify the interior parcel lines of Lot 1 and Lot 2. The proposed area to be modified is ± 2.2 ha. The 2.2 hectares are proposed to be removed from Lot 1 and added to Lot 2. The proposal is shown in the table below:

Lot #	Current Area	Proposed Area
1	23 ha	±20.2 ha
2	21.6 ha	±23.8 ha

IMPLICATIONS

The minimum parcel size requirements are 8ha and 4ha for the 'Rural Resource 1' and 'Agricultural Resource 1' zones respectively. Therefore, the parcel size requirements are satisfied for the proposed modified parcels.

There are no buildings or structures in the area to be transferred, therefore there are no concerns with setback regulations as stated in the "Rural Resource 1" zone.

ADVISORY PLANNING COMMISSION

The Electoral Area 'B'/ Lower Columbia-Old Glory Advisory Planning Commission did not meet in the month of July.

BACKGROUND INFORMATION

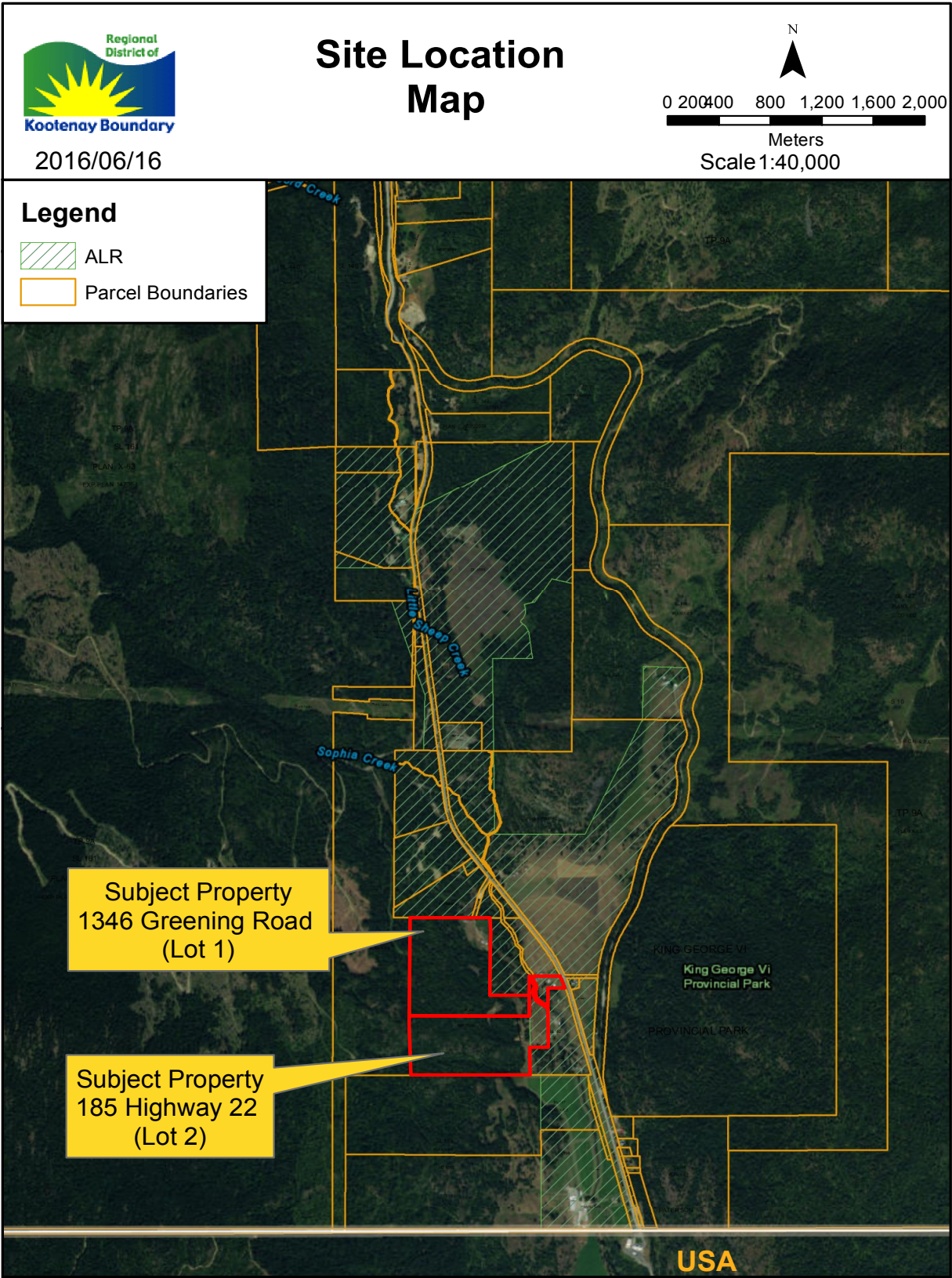
Site Location Map

Subject Properties Map

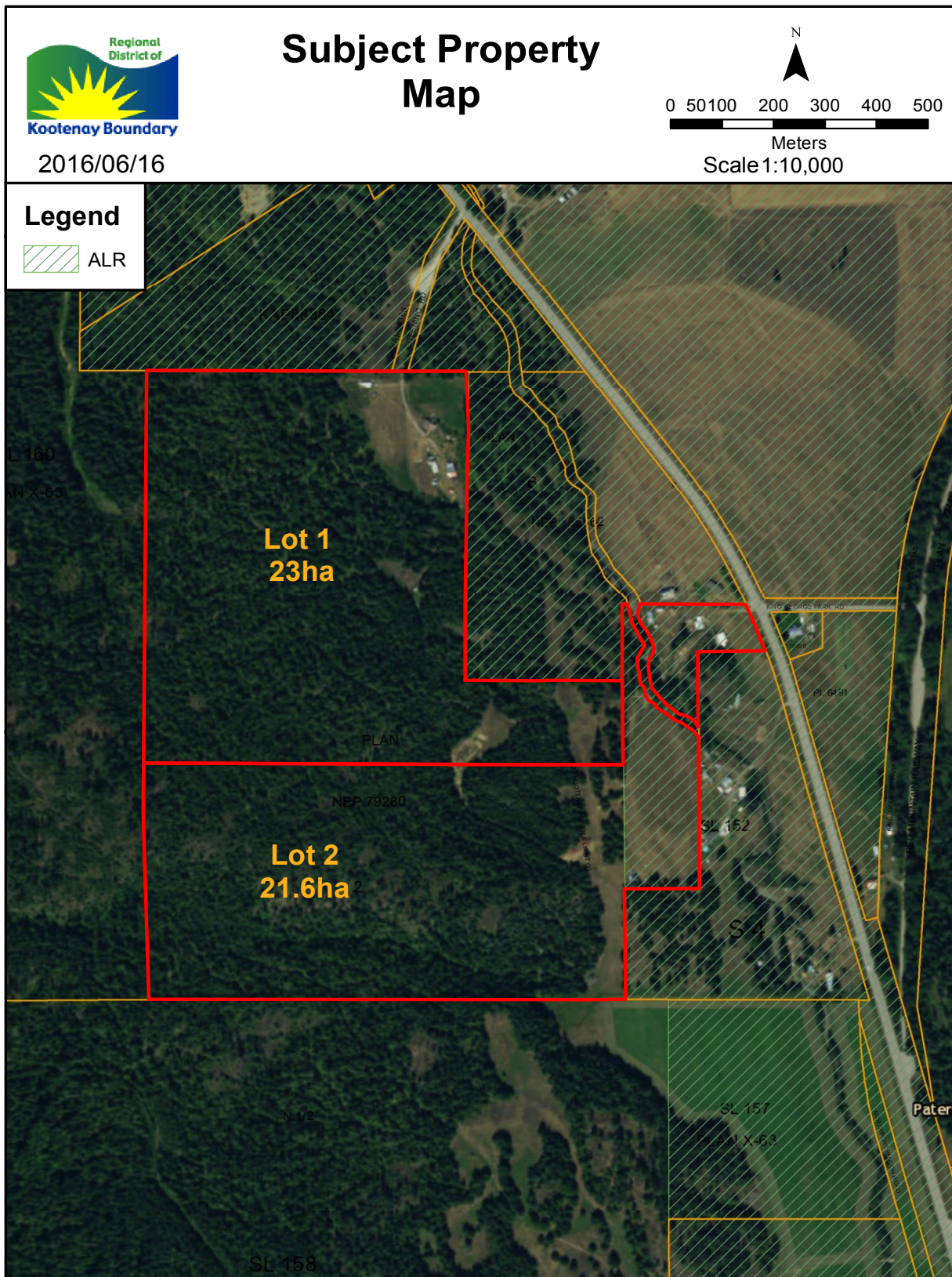
Proposed Boundary Adjustment Map

RECOMMENDATION

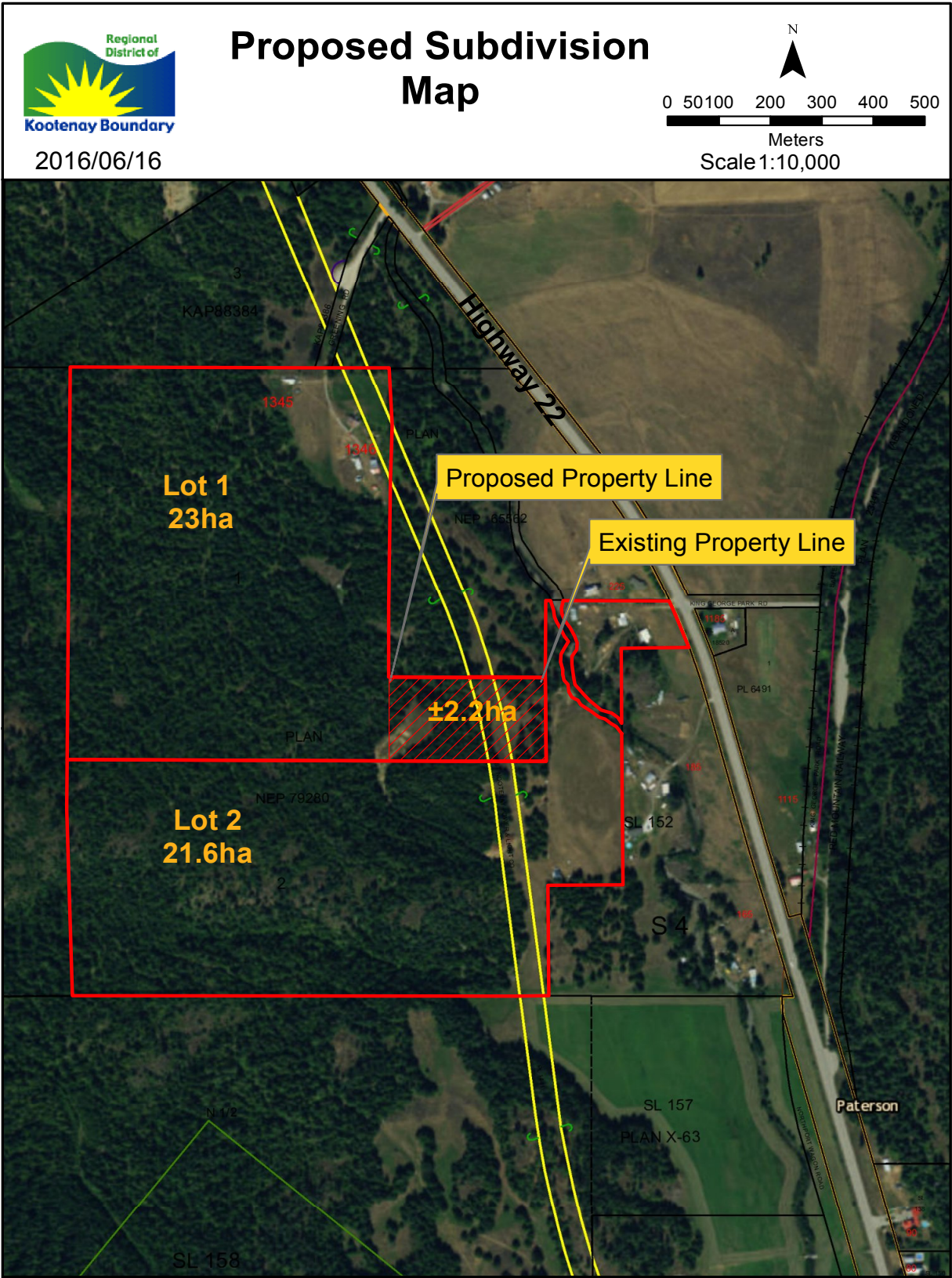
That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed subdivision on the properties in Paterson, west side of Highway 22, Electoral Area 'B'/ Lower Columbia-Old Glory, legally described as Lot 1 and Lot 2 Township 9A, KD, Plan NEP79280, be received.



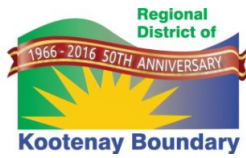
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STAFF REPORT

Date:	July 28, 2016	File #:	D-6
To:	Chair McGregor and Members of the Board		
From:	Carly Rimell, Planner		
RE:	FrontCounter BC Referral - Ministry of Mines: Notice of Work Mineral Exploration (Surface)		

ISSUE INTRODUCTION

KG Exploration (Canada) Ltd. has applied to the Ministry of Mines for a multi-year (2-5 year) permit to conduct a mineral exploration program on mineral tenures (#512318, 517002, 508084, 508297, 524953, 534566, 539783) near the former Phoenix mine, accessed from Lone Star Haul Road within Electoral Area 'D'/Rural Grand Forks (*see Applicant's Submission*).

BACKGROUND

The *Mines Act* and the Referral Process

Mining permits are issued pursuant to Section 10 of the *Mines Act*. Before a party can start any work in, on or about a mine, they must obtain a permit.

Mineral exploration applications are processed by FrontCounter BC. The proposed start date on the application is made by the applicant. That is not the date for the permit, nor is it the date for the beginning of the referral process. The Mines Branch advises the proposed start date is often around the same date the application is received. The beginning of the referral process is the date that FrontCounter BC submits the referral. The Mines Branch acknowledges that the referral period rarely begins before the proposed start date.

FrontCounter BC refers the application to First Nations, plus other potentially affected ministries, agencies, local governments and municipalities. Depending on the scope of the proposed work and comments received, the Mines Branch will decide whether to issue the permit, the conditions to impose in the permit, or whether a public information meeting should be held in the closest community to the proposed mine. If a public information meeting is required, the Mines Branch attends the meeting, but they do not host it. The meeting, and the format selected (e.g., open house, presentations, invitation to speak, or combination), is the responsibility of the applicant.

There are no criteria in the regulations for what triggers a public information meeting, what additional information may be necessary, or what concerns will delay the issuance of a permit. The Mines Branch looks at the proposed scope of the each permit and the comments received in making these determinations.

PROPOSAL

The project is near the former Phoenix mine. It will be accessed from Phoenix Road, Lone Star Haul Road and further a 4-wheel drive road. Short sections of exploration access trail will be constructed to access specific trench or drill sites. The permit area covers Crown land, there is no private property included within the area. The permit area is crossed by a Fortis right of way. According to the applicant the area has little recreational appeal and the main use of the area is mineral exploration. A portion of the mineral area in the south west section covers a former cut block.

Most of the permit area has mixed vegetation. The applicant assesses that 10-15% of the area is covered by open grassy slopes with sparse tree cover. The remaining area is covered by mixed second growth larch and Douglas fir forest with modest undergrowth. A small portion of the south west corner covers a cut block which has since been replanted. The permit area covers the moderately sloping eastern flank of Mount Attwood. Elevations within the permit area range from 1160 to 1520m.

The work program includes up to 1200m of excavator trenching, 15 diamond drill holes from 10 sites, and 1800m of exploration access trail construction. Work will be completed over a 5 year period. Of the total work proposed, work in 2016 (Year 1 of permit) would include 5 diamond drill holes from 5 sites, 6 trenches totalling 530m and 965m of exploration access trail construction. Water for drilling will be pumped or trucked from Skeff and May Creek, if water flow is sufficient to support drilling. McCarren Creek will be used as a water source in the event that water must be trucked to the drill. The proposed activities to be undertaken are access roads, exploration surface drilling, mechanical trenching and test pits, and water supply. The proposed start date is June 1, 2016 making the end date May 31, 2021.

IMPLICATIONS

The total area of proposed disturbance is 3.40 ha. The reclamation plan for these disturbed areas is to back fill trenches and reclaim them within the same season they were excavated. During the same year that drilling is done, drill pads and sumps will be levelled. Unless required for further access, trails will be reclaimed in the same year that they are built. Cut banks exceeding 0.5m in height will be re-sloped. Water bars will be established where necessary. Disturbed timber will be buried in reclaimed trenches or bucked into 1m lengths and laid flat. All disturbed areas will be reseeded with a range grass mix.

For the proposed works to take place, timber resources will be cut. The total timber volume to be removed will be 48m³. The applicant will require a Free Use Permit as the total volume of merchantable timber to be cut does not exceed 50m³. The Free Use

Permit would be automatically applied for as part of the Notice of Work.

The mineral tenure area also covers a non-legal Old Growth Management Area (OGMA). OGMA's were established in forest stewardship plans and the associated license holders conduct forest practices to protect these areas even though they are not legally obligated to do so.

The MX Code also specifies explorationists are required to maintain natural drainage patterns and water quality in community watersheds, and notify water license holders or water purveyors of their activities. This proposed mineral tenure is not within a community watershed, however the Covert Irrigation District has a license to draw water from May Creek. There may be other license holders as well.

The applicant is unaware of any archaeological sites within the permit area. However Provincial data which was collected and mapped for the revised Electoral Area 'D'/Rural Grand Forks OCP and included on Map 5 shows there is 'significant archaeological potential' within the mineral tenure area. The Archaeology Branch of the Ministry of Forest, Land and Natural Resource Operations is responsible for the administration of the *Heritage Conservation Act* as it applies to archaeological sites. The Archaeology Branch has developed guidelines for companies engaged in natural resource extraction to aid in planning for and avoiding or managing impacts for these areas.

The applicant has contacted the referrals department at the Osoyoos Indian Band and requested a meeting to discuss the proposed works.

Core from the drilling program will be logged off-site. Long term core storage is unknown at this time.

The proposed permit area is designated 'Rural Resource' in the Electoral Area 'D'/Rural Grand Forks Official Community Plan and zoned 'Rural Resource 1' in the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw.

The RDKB acknowledges that mineral or mining activity is subject to Provincial oversight and regulation and could not be restricted by an OCP, zoning, or other local government bylaws or policies. The *Mines Act* and the *Mineral Tenure Act* supersedes the authority of local government bylaws. The Province has a review process to address public interest issues which arise in these applications.

Role and Responsibility of Local Government

The Provincial policy (i.e., not regulation) is that the Mines Branch has 60 days from receipt to issuing a permit, unless circumstances justify extending the period. To meet this window, the Mines Branch has adopted a policy of requesting responses to referrals within 30 days.

The Mines Branch encourages local governments to comment on the referrals. There is no provision or restriction on the types of comments they can make. The Mines Branch advises they consider all comments, but give more weight to specific concerns, rather than the general (e.g., concerns about impact to a particular water body or particular

trail, or impact on a particular subdivision, as opposed to concerns about the impact of mining activities in a general area).

The proposed start date was June 1st, 2016; the RDKB was sent this referral on June 6th. The RDKB has been given 30 days to respond (a deadline of July 6th).

The Ministry of Energy and Mines will not hold up this application due to local government delays. However, if the permittee doesn't have the security bond in place the Ministry will defer issuing a permit until it is received. Conversely, if they received the security bond prior to receiving RDKB's comments the Ministry will issue the permit. If this is the case the Ministry will be sure to pass the comments along to the permittee after the permit has been issued but they will not be able to include them in the permit conditions.

Due to this timeline constraint the Planning and Development Department Staff will prepare a preliminary response to the Mines Branch within the 30 day period identifying any relevant information and comments about the area under application.

Regarding remediation, the Mines Branch advises that they try to conduct a site visit to every permit area after exploratory operations are done before releasing any bonds. They encourage the permit holders to provide documentation and photographs which demonstrate remediation efforts. If the Mines Branch inspectors cannot visit a site, they will coordinate with conservation officers or other Provincial natural resource or environmental officers to conduct a site visit. If local government has information on the adequacy or failure of remediation efforts, the Mines Branch encourages the local government to submit it.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission provided the following comments;

"There were several concerns raised regarding the drawing of water from May Creek, Skeff Creek or McCarren Creek. Most concerns focused on ensuring that enough water is left in the creeks, especially in light of the extremely hot and dry summers we now experience, for Covert Irrigation District and for any private wells/water systems that draw from these creeks. The APC supports the application."

BACKGROUND INFORMATION PROVIDED

Applicant's Submission

RECOMMENDATION

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward the Advisory Planning Commission comments regarding the application submitted by KG Exploration (Canada) Ltd. for a Notice of Work Mineral Exploration

(Surface), near the former Phoenix mine, accessed from Lone Star Haul Road within Electoral Area 'D'/Rural Grand Forks legally described as Crown land - Mineral Tenures (#512318, 517002, 508084, 508297, 524953, 534566, 539783), to the Ministry of Energy and Mines through FrontCounter BC for consideration.



Notice of Work

1630759 - Attwood
Tracking Number: 100156160

APPLICANT INFORMATION

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization
What is your relationship to the company/organization? Consultant

APPLICANT COMPANY/ORGANIZATION CONTACT INFORMATION

Applicant is an Individual or an Organization to whom this authorization Permit / Tenure / Licence will be issued, if approved.

Name: KG Exploration (Canada) Inc.
Doing Business As:
Phone: 509-775-8557
Fax:
Email: kathleen.autenrieth@kinross.com
BC Incorporation Number:
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Kathleen Autenrieth
Mailing Address: 25 York Street
17th Floor
Toronto ON M5J 2V5

CONSULTANT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: CARON, LINDA JEAN
Doing Business As: Linda Caron, Geological Consultant
Phone: 250-442-5078
Fax:
Email: caron.linda.j@gmail.com
BC Incorporation Number:
Extra Provincial Inc. No: Consultant, not applicable
Society Number:
GST Registration Number: 880230768rt0001
Contact Name: Linda Caron
Mailing Address: 6891 14th Street
PO Box 2493
Grand Forks BC V0H 1H0
Letter(s) Attached: Yes (Linda Caron permitting authorization.pdf)

CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email: caron.linda.j@gmail.com
Contact Name: Linda Caron

TECHNICAL INFORMATION

APPLICATION INFORMATION

Type of Notice of Work: Mineral
Please be advised that exploration for Uranium or Thorium is not permissible.
Is this a New Permit or an Amendment to an Existing Permit? New Permit

existing permit for this property?**ONE YEAR, MULTI-YEAR OR MULTI-YEAR AREA BASED PERMIT****One Year Permit**

A One Year permit allows you to do your exploration activities over 1 year. You will have to identify the exact location/s for each proposed activity. At the end of the year you will have to submit an Annual Summary outlining the activities done during the previous year.

Multi-Year Permit

A Multi-Year permit allows you to do your exploration activities over 2-5 years. You will have to identify the exact location/s for each proposed activity. At the end of each year you will have to submit an Annual Summary outlining the activities done during the previous year.

Multi-Year, Area Based Permit

A Multi-Year, Area Based permit also allows you to spread your exploration activities over 2-5 years, but you must provide details of all exploration activities proposed in the first year, including proposed disturbances and estimated timber cutting. At the end of each year you will have to submit an Annual Summary and at the beginning of each new year you will have to submit a Multi-Year, Area-Based Work Program Annual Update, outlining your previous activities as well as your plans for the next year.

Type of permit to apply for:	I would like to apply for a Multi-Year, Area Based permit
Term of application:	5 years
Is this the first year of your application?	Yes

MINE INFORMATION

Do you have an existing mine number?	Yes	Mine Number: 1630759
Name of the property:	Attwood	
Tenure Numbers:	512318, 517002, 508084, 508297, 524951, 524953, 534566, 539783	
Crown Grant / District Lot Numbers:		
Directions to site from nearest municipality:	From Grand Forks, travel 21 km northwest on Highway 3 to the Phoenix road. Turn left on the Phoenix road and proceed for 8 km to the former Phoenix mine, then turn left again and proceed south on the Lone Star haul road for 8.5 km to the Attwood property. The proposed area of work in 2016 is accessed via a 4-wheel drive road that heads north from the Lone Star haul road at 383820E, 5433570N (N83Z11).	
Geographic Coordinates of Mine:	Latitude: 49.0509830 Longitude: -118.5893730	
Maximum Annual Tonnage Extracted:	0 tonnes	

INFORMATION ABOUT PROPOSED ACTIVITIES

Activities to be undertaken:	Access roads, trails, heli pads, air strips and boat ramps Exploration Surface Drilling Mechanical Trenching / Test Pits Water Supply
-------------------------------------	--

FIRST AID

Proposed First Aid equipment on site:	Level 2 first aid kit, stretcher, blankets, epi pen
Level of First Aid Certificate held by attendant:	Occupational First Aid Level 1

DESCRIPTION OF WORK PROGRAM

If you prefer to upload a document, please enter "see attached document" and attach the document in the "Document Upload" step later in the application under "Other".

Sufficient details of your work program to enable a good understanding of the types and scope of the activities that will be conducted:

The work program includes up to 1200 m of excavator trenching and 15 diamond drill holes from 10 sites, over a 5 year period. Also included is 1800 m of exploration access trail construction to access the areas of work.

Of this total, work in 2016 includes 530 m of excavator trenching in 6 trenches, 5 drill holes from 5 sites, and 965 m of exploration access trail construction.

Annual reclamation will be completed.

Water for drilling will be pumped from Skeff or May Creek, if water flow is sufficient to support drilling. Alternately, water for drilling will be trucked to the site. McCarren Creek will be used as a water source, in the event that water is trucked to the drill.

TIME OF PROPOSED ACTIVITIES

Original Start Date: Jun 1, 2016
Proposed start and end date: Jun 1, 2016 to May 31, 2021

Please remember that you need to give 10 days notice to the Inspector of Mines of your intention to start work, and 7 days notice of your intention to stop work.

ACCESS

Access presently gated: No

PRESENT STATE OF LAND

Please identify what the present state of the land is where you would like to undertake your activities. If some of the questions do not apply to you please enter n/a in the space provided.

Present condition of the land: The permit area covers crown land with little recreational appeal. The main current use of the area is for mineral exploration. A small portion of the southwest part of the permit area covers a former logging cut block.

Type of vegetation: The vegetation in the work area is mixed. Approximately 10-15% of the area is covered by open grassy slopes with sparse tree cover. The remaining area is covered by mixed second-growth larch and douglas fire forest with modest undergrowth. A small portion of the southwest part of the permit area covers a re-planted logging cut block.

Physiography: The permit area covers the moderately sloping eastern flank of Mount Attwood. Elevations within the permit area range from 1160 to 1520 m.

Current means of access: The main areas of work on the property can be accessed by existing roads in driveable condition. Short sections of exploration access trail will be constructed to access specific trench or drill sites.

Old equipment: None

Recreational trails / use: None

ACCESS TO TENURE

Do you need to build a road, create stream crossings or other surface disturbance that will not be on your tenure? No

LAND OWNERSHIP

Application area in a community watershed: No
Proposed activities on private land: No

Activities in a park:

No

CULTURAL HERITAGE RESOURCES

Cultural Heritage applies to a large spectrum of heritage resources that is defined as "an object, a site or the location of a traditional societal practice that is of historical, cultural or archaeological significance to British Columbia, a community or an aboriginal people."

The Archaeology Branch of the Ministry of Forests, Land and Natural Resource Operations is responsible for the administration of the Heritage Conservation Act as it applies to archaeological sites. The Archaeology Branch has developed guidelines for companies engaged in natural resource extraction to aid in planning for and avoiding or managing impacts to protected archaeological sites.

Are you aware of any protected archaeological sites that may be affected by the proposed project? No

FIRST NATIONS ENGAGEMENT

In making decisions on authorizations, the government will be fulfilling its responsibility to consult, and where appropriate, accommodate First Nations. The government takes this responsibility seriously and encourages the applicant to engage First Nations early and often as part of any planned development.

Establishing good relations with First Nations who might be affected by a proposed development is a key part of any successful mining operation. The Ministry of Energy and Mines encourages applicants to engage and information share with First Nations that might be affected by a proposed development prior to submitting an application. The earlier in the life of a proposed activity that the avenues of communication are established the greater the likelihood that the relationships formed will be constructive and beneficial to all parties. A lack of information sharing and engagement by the applicant may result in extended timeframes for decision.

Applicants should keep a detailed record of information sharing and engagement with First Nations on their project in the event the government needs to review it. Information on First Nations information sharing and engagement should include the following: a list of First Nations contacted, whether the activity was modified based on feedback from First Nations, and whether the applicant has entered into any informal or formal agreements with First Nations in connection with the project.

The Consultative Areas Database Public Map Service is an online, interactive mapping tool that allows you to identify First Nations who have treaty rights or asserted or proven rights or title on the land base. More information can be found at <http://www.empr.gov.bc.ca/TITLES/MINERALTITLES/FIRSTNATION/Pages/CAD.aspx>.

Have you shared information and engaged with First Nations in the area of the proposed activity? Yes

Please tell us about your engagements in the field below or attach a your record of engagement by uploading it at the "Document Upload" step later in the application process. If you are attaching your record later, please enter in the text box "See record attached". Please ensure your record does not contain an individual's personal information such as contact information.

Describe your First Nations engagement activities: Contacted Referrals Department, Osoyoos Indian Band, by email Feb 4, 2016 with introduction of proposed work and request for meeting to discuss. No response, so follow-up telephone call to Mandy Anderson Feb 10, 2016. Subsequent email to Mandy Anderson Feb 10, 2016 with draft of NOW and shape files for permit areas.

As a result of the engagement, are you aware of any cultural heritage resources in the area where the work is proposed? No

MECHANICAL TRENCHING / TEST PITS**MAPS**

Unless this is an area based application mark the locations of the proposed trenches/pits on the map. You will upload the maps at the document upload step later in the application process.

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the disturbed area and timber volume.

Activity	Number of sites	Disturbed Area (ha)	Merchantable timber volume (m³)
Trenches and Test Pits	15	1.20	15.00
Total:		1.20	15.00

RECLAMATION PROGRAM

Describe the proposed reclamation and timing for this specific activity:

Unless required for further geological study, trenches will be backfilled and reclaimed during the same season that they are excavated. Any timber disturbed will be buried in reclaimed trenches, or bucked into 1 m lengths and laid flat. All disturbed areas will be reseeded with a range seed mix to prevent noxious weeds from being established.

Estimated cost of reclamation activities described above:

\$2,000.00

EXPLORATION SURFACE DRILLING**MAPS**

Unless this is an area based application mark the locations of the proposed surface drilling on the map. The maps will be uploaded at the document upload step later in the application.

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the disturbed area and timber volume.

Activity	Number of sites	Disturbed Area (ha)	Merchantable timber volume (m³)
Diamond Drilling - Surface	10	0.40	8.00
Total:	10	0.40	8.00

SUPPORT OF DRILL PROGRAM

The drill program will be:

Ground supported

RECLAMATION PROGRAM

Describe the proposed reclamation and timing for this specific activity:

During the same season as drilling is done, drill pads and sumps will be levelled, any timber disturbed will be bucked into 1 m lengths and laid flat, and disturbed areas will be reseeded with a range grass mix, to prevent the establishment of noxious weeds.

Please describe the location of the Core Storage (including latitude and longitude if known):

Core will be logged off-site. Long term core storage is unknown at present.

Estimated cost of reclamation activities described above:

\$2,000.00

ACCESS ROADS, TRAILS, HELI PADS, AIR STRIPS AND BOAT RAMPS**MAPS**

Mark the locations of the proposed access roads and trails on the map. The maps will be uploaded at the document upload step later in the application.

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the length in km, the total disturbed area and total merchantable timber volume.

Activity	Length (km)	Disturbed Area (ha)	Merchantable timber volume (m ³)
Exploration Trail - New	1.80	1.80	25.00
Total:	1.80	1.80	25.00

BRIDGES, CULVERTS AND CROSSINGS

Are you proposing any bridges, culverts and/or other river / stream crossings? No

RECLAMATION PROGRAM

Describe the proposed reclamation and timing for this specific activity:

Unless required for further access during the duration of the permit, exploration access trails will be reclaimed in the same season that they are built. Cut banks exceeding 0.5 m in height will be re-sloped. Water bars will be established where necessary. Any timber disturbed will be bucked into 1 m lengths and laid flat. All disturbed areas will be reseeded with a suitable dry-land range seed mix.

Estimated cost of reclamation activities described above:

\$5,000.00

ADDITIONAL INFORMATION

Please note that you may require a Special Use Permit under the Forest Practices Code of British Columbia Act or a Land Act tenure or other authorization under the legislation to use roads to access your tenure.

For further information please contact FrontCounter BC.

WATER SUPPLY**MAPS**

Mark the locations of all proposed water intakes, settling ponds and/or sediment control structures on the appropriate maps.

SOURCE OF WATER

Click on the "Add Source" button to add one or more water sources.

Source	Activity	Water Use	Estimated Rate (m ³ /s)
May Creek	Other: Diamond drilling	This is a possible source for pumping water for drilling.	0.01
<p>Pump size in water (inches): 2</p> <p>Location of water intake: 384450E, 5433290N</p> <p>Please clearly mark the locations of all water intakes on the maps uploaded in Step 6 - Document Upload.</p>			
McCarren Creek	Other: Diamond drilling	If water needs to be trucked for drilling, McCarren Creek will be used as a water source for filling the water truck.	0.10

Pump size in water (inches): 4

Location of water intake: 379890E, 5432600N

Please clearly mark the locations of all water intakes on the maps uploaded in Step 6 - Document Upload.

Skeff Creek	Other: Diamond drilling	This is a possible source for pumping water for drilling.	0.01
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Pump size in water (inches): 2

Location of water intake: 385845E, 5435140N

Please clearly mark the locations of all water intakes on the maps uploaded in Step 6 - Document Upload.

Total: 0.12

TIMBER CUTTING

Total merchantable timber volume: 48.00 m3

Free Use PermitBased on the information provided you will require a Free Use Permit as the total volume of merchantable timber to be cut does not exceed 50 m3. This permit will be automatically applied for as part of this Notice of Work.

EQUIPMENT

Click on the "Add Equipment" button to add one type of equipment at a time. All equipment must comply with the requirements of the Health, Safety and Reclamation Code.

Quantity	Type	Size / Capacity
1	Drill	Longyear 38 or equivalent
1	Excavator	200 series
1	Pump	suitable for pumping drill water
1	Truck	3 tonne truck with water tank

SUMMARY OF RECLAMATION

Based on the information you have provided on the previous screens the Summary of Reclamation is:

Activity	Total Affected area (ha)	Estimated cost of reclamation (\$)
Access roads, trails, etc.	1.80	5,000.00
Exploration Surface Drilling	0.40	2,000.00
Mechanical Trenching, etc.	1.20	2,000.00
Subtotal:	3.40	9,000.00
Unreclaimed disturbance from previous year:	0.01	
Disturbance planned for reclamation this year:	1.40	
Total:	2.01	9,000.00

OTHER CONTACTS

Please enter the contacts that are applicable to your application.

Contact Info	Type of Contact
Name: Linda Caron	Mine manager
Phone: 250-442-5078	
Daytime Phone: 250-444-0161	
Fax:	
Email: caron.linda.j@gmail.com	
Mailing Address: 6891 14th St.	

PO BOX 2493
Grand Forks BC V0H 1H0

Contact Info	Type of Contact
Name: Grizzly Discoveries Inc. Doing Business As: Phone: 416-840-9843 Fax: Email: ilambert@grizzlydiscoveries.com BC Inc. Number: GST Registration Number: Contact Name: Ian Lambert Mailing Address: 100-9797 45th Avenue NW Edmonton AB T6E 5V8	Tenure Holder

Name: KG Exploration (Canada) Inc. Doing Business As: Phone: 509-775-8557 Fax: Email: kathleen.autenrieth@kinross.com BC Inc. Number: GST Registration Number: Contact Name: Kathleen Autenrieth Mailing Address: 25 York Street 17th Floor Toronto ON M5J 2V5	Permittee
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Name: KG Exploration (Canada) Inc. Doing Business As: Phone: 509-775-8557 Fax: Email: kathleen.autenrieth@kinross.com BC Inc. Number: GST Registration Number: Contact Name: Kathleen Autenrieth Mailing Address: 25 York Street 17th Floor Toronto ON M5J 2V5	Site operator
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LOCATION INFORMATION

All applications must include the appropriate maps and applications received without maps will be returned. All maps must be in colour, computer generated, with a scale, north arrow and a detailed legend.

For Mineral, Coal and Placer applications you must provide a minimum of 3 maps:

- A Location Map which must show the location of the property in relation to the nearest community with the access route from the community to the work site clearly marked;
- A Tenure Map which must show the boundaries of the tenure(s) and tenure numbers, at a scale of 1:20,000 or less;
- A Map of Proposed Work which must show topography, water courses, existing access, existing disturbance, contour lines, known cultural heritage resources and/or protected heritage property, at a scale of 1:10,000 or 1:5,000. For site specific applications the location of all proposed exploration activities must be shown; for area-based applications the work area must be shown as a polygon, with the location of all proposed exploration activities for year 1 shown, and shape files provided of the area.

For Sand & Gravel/Quarry applications you must provide a Plan View, Cross and Longitudinal Sections and a Land Title/Crown Land Tenure Map. Details of these requirements are listed in the Sand & Gravel/Quarry Operations Activity sheet.

☒ I have one or more files (PDF, JPG, PNG etc.) with my maps

MAP FILES

Do you have a PDF or image file of a drawn map? You can upload it here.

Description	Filename
Detailed map showing proposed 2016 work	Attwood_DetailedMap.pdf
Location map	Attwood_LocationMap.pdf
Ortho map	Attwood_OrthoMap.pdf
Overview map	Attwood_OverviewMap.pdf
Tenure map	revised_Attwood_TenureMap.pdf
Water sources	Attwood_WaterSourceMap.pdf

☒ I have shape files from my Geographic Information System

SPATIAL FILES

Do you have a spatial file from your GIS system? You can upload it here.

Description	Filename
.dbf file, permit area	Attwood permit area_exporte...
.prf file, permit area	Attwood permit area_exporte...
.sbn file, permit area	Attwood permit area_exporte...
.sbx file, permit area	Attwood permit area_exporte...
.shp file, permit area	Attwood permit area_exporte...
.shp.xml file, permit area	Attwood permit area_exporte...
.shx file, permit area	Attwood permit area_exporte...

ATTACHED DOCUMENTS

Document Type	Description	Filename
Archaeological Chance Find Procedure	Archaeology Chance Find Procedures	Attwood - Archaeology Chanc...
Mine Emergency Response Plan	MERP	Attwood - MERP 2016.pdf
Tenure Authorization Letter	Tenure authorization letter	KG Authorization Letter_rev...

PRIVACY DECLARATION

PRIVACY NOTE FOR THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

Personal information is collected by FrontCounter BC under the legal authority of section 26 (c) and 27 (1) of the Freedom of Information and Protection of Privacy Act (the Act).

The collection, use, and disclosure of personal information is subject to the provisions of the Act. The personal information collected by FrontCounter BC will be used to process your inquiry or application(s). It may also be shared when strictly necessary with partner agencies that are also subject to the provisions of the Act. The personal information supplied in the application package may be used for referrals or notifications as required. Personal information may be used by FrontCounter BC for survey purposes. For more information regarding the collection, use, and/or disclosure of your personal information by FrontCounter BC, please contact FrontCounter BC at 1-877-855-3222 or at:

FrontCounter BC Program Director
FrontCounter BC, Provincial Operation
441 Columbia Street
Kamloops, BC V2C 2T3

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

REFERRAL INFORMATION

Some applications may also be passed on to other agencies, ministries or other affected parties for referral or consultation purposes. A referral or notification is necessary when the approval of your application might affect someone else's rights or resources or those of the citizens of BC. An example of someone who could receive your application for referral purposes is a habitat officer who looks after the fish and wildlife in the area of your application. This does not apply to all applications and is done only when required.

We have prepopulated some of the fields for your convenience but you can change in the information at any time. Please note that the information might become available to the public if required.

Company / Organization:	KG Exploration (Canada) Inc.
Contact Name:	Kathleen Autenrieth
Contact Address:	25 York Street 17th Floor Toronto ON M5J 2V5
Contact Phone:	509-775-8557
Contact Email:	kathleen.autenrieth@kinross.com

☒ I hereby grant permission for the public release of the information provided above. This information will be used to fulfill, if required, the referral and advertising requirements of my application.

IMPORTANT NOTICES

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

DECLARATION

☒ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

OTHER INFORMATION

Is there any other information you would like us to know?	Documentation from Grizzly Discoveries regarding closure of their permit MX-5-731 will be submitted directly to the Ministry of Energy and Mines.
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OFFICE

Office to submit application to: Cranbrook

PROJECT INFORMATION

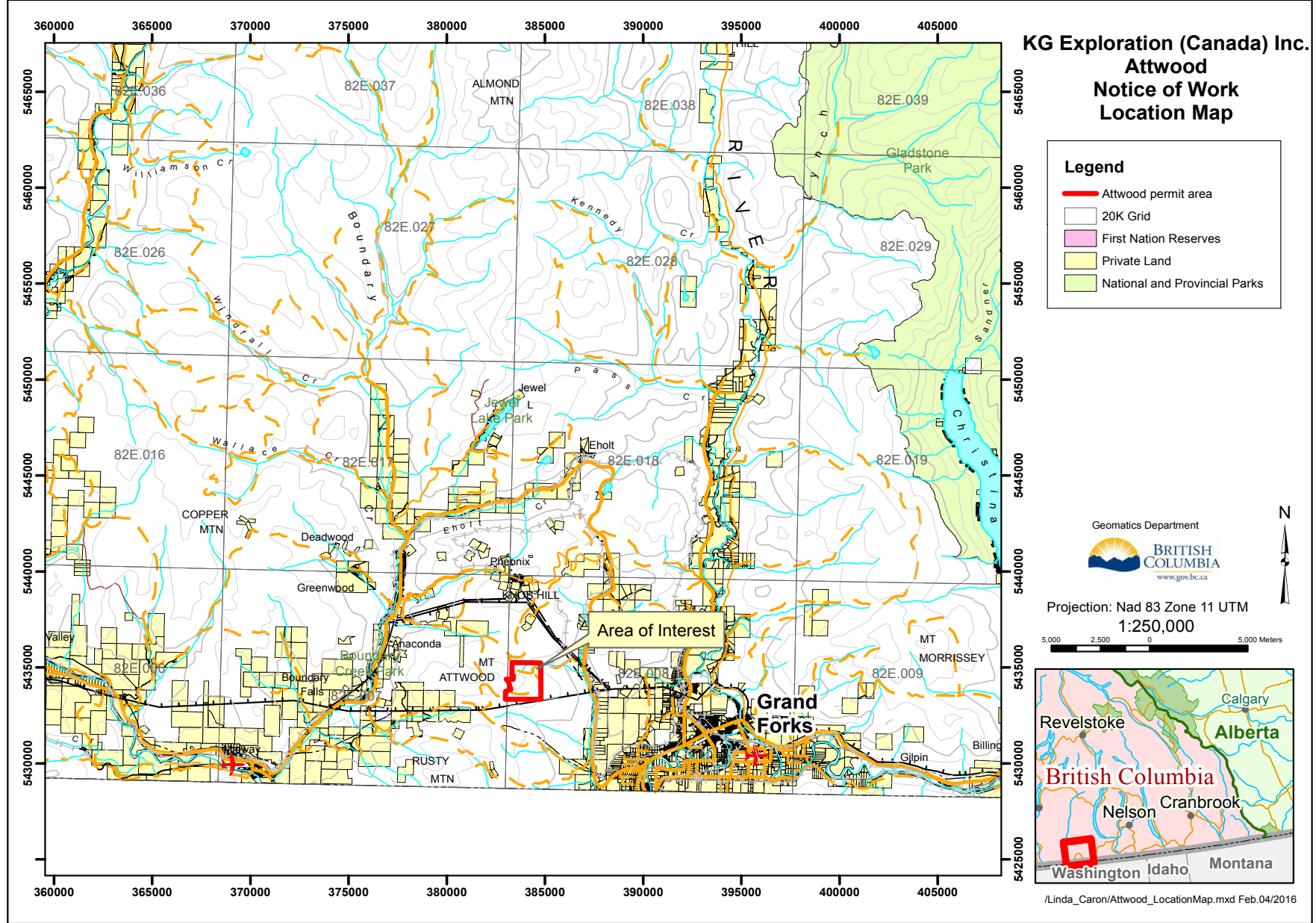
Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

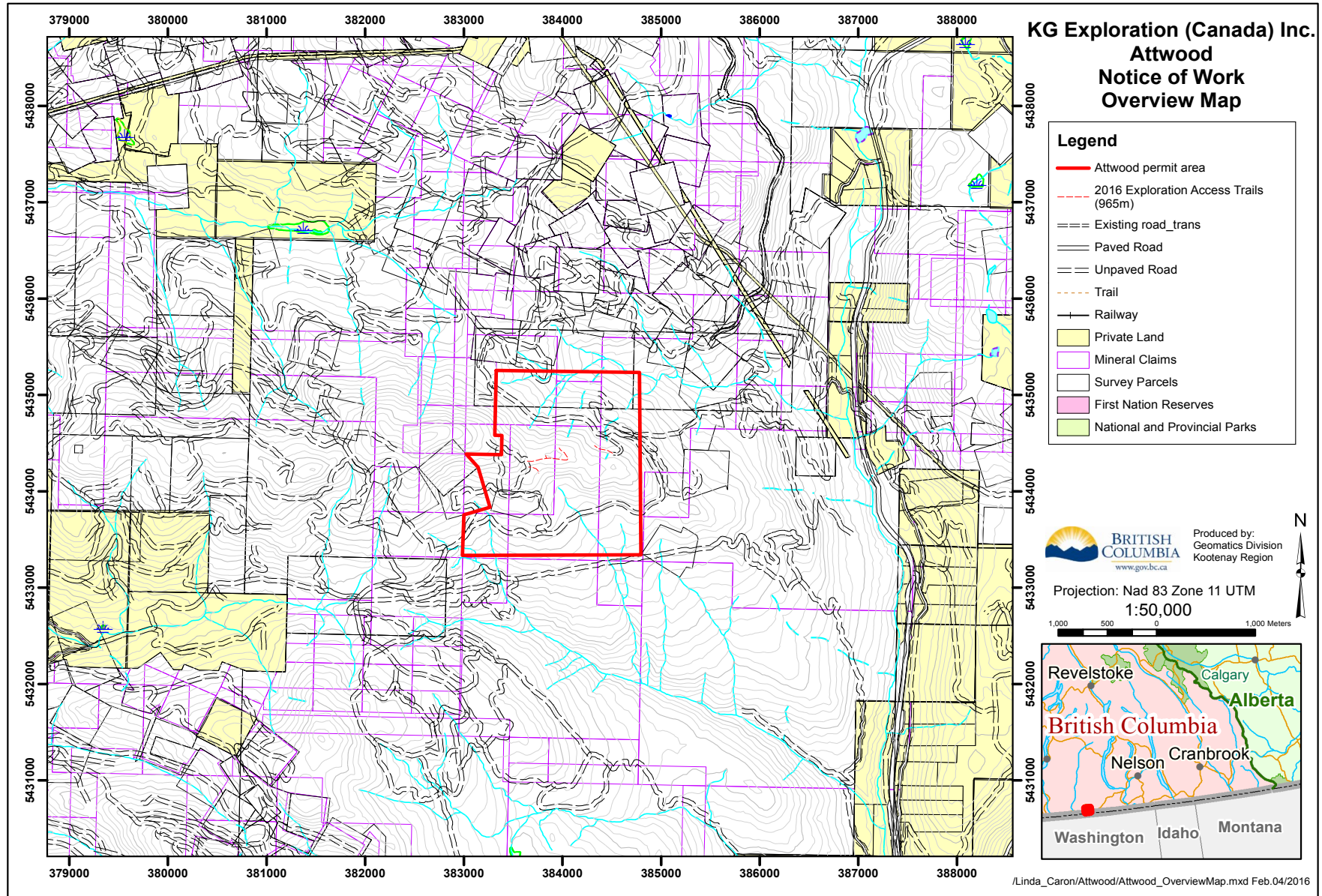
APPLICANT SIGNATURE

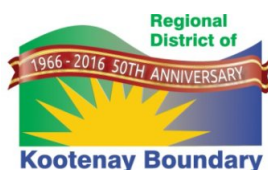
Applicant Signature

Date

OFFICE USE ONLY		
Office Cranbrook	File Number	Project Number
	Disposition ID	Client Number







STAFF REPORT

Date:	July 28, 2016	File #:	C-750-04037.010
To:	Chair McGregor and Members of the Board		
From:	Carly Rimell, Planner		
RE:	Development Permit – Environmentally Sensitive Development Permit Area		

ISSUE INTRODUCTION

Tobias Gelber has applied for a Development Permit through his agent Wade Smith, of K2 Contracting to construct a single family dwelling at this residential property at 1990 Fife Road, Christina Lake (*see Site Location Map; Subject Property Map; Applicants' Submission*).

The Development Permit process is to ensure that an adequate sewage treatment system is in place for any development within the Waterfront Environmentally Sensitive Development Permit Area.

BACKGROUND FACTORS

The property (1335m²) is designated 'Residential' in the Electoral Area 'C'/Christina Lake OCP Bylaw No. 1250 and zoned 'Single Family Residential' (R1) in the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300. The parcel is within 100m of the natural boundary of Sutherland Creek, placing it within the Waterfront Environmentally Sensitive Development Permit Area.

Currently there is a single family dwelling on the property. The applicants propose to demolish the existing dwelling and replace it with a larger single family dwelling.

PROPOSAL

The applicant proposes to construct a 2 bedroom, single family dwelling with a room over the attached garage. The proposed dwelling is approximately 116m² in size.

A requirement of the development permit process is the submission of a report prepared by a qualified professional that demonstrates that the existing or proposed septic system meets or exceeds Provincial Standards (*see Sewage Disposal System Report*).

The room above the garage is not specifically designated as a bedroom, however it has the potential for that use, therefore to meet the Sewerage System Standard Practice

Manual Version 3 September 2014 (SPM) the professional has based the daily design flow (DDF) on a 3 bedroom home not exceeding 280m².

The existing septic system was not investigated based on the assumption that it had outlived its design life and was due for replacement. Further its location would interfere with the site of the new structure. The investigation focused on a completely new disposal field.

The report determines and concludes that as the proposed system would be outside of the Sutherland Creek and neighbouring well setbacks. WSA recommends a new Type I sewerage treatment in a 2-chambered septic tank and pressure distribution to a seepage bed with a minimum of 43.3 m² of infiltrative surface installed to meet SPM requirements. However due to the environmentally sensitive waterfront designation, rapid soil infiltration, and large particle size of the native soil, a 30cm layer of clean coarse sand meeting gradation specifications of SPM Table II-25 it is recommended to be installed beneath the seepage bed to slow and further treat effluent prior to contact with the groundwater. The effluent at the native soil interface would then be considered as Type II (SPM Section II-5.5.3.1(a).) This option would also aid in leveling the laterals, as one of the native soil components is large diameter boulders.

A system designed and installed as such would exceed the minimum requirements of the SPM and as such the consultant concludes it would not cause an undue threat to the environment or human health, therefore satisfying the SPM Sewerage System Regulation.

IMPLICATIONS

It appears the proposed dwelling meets setback and elevation requirements as stated in the RDKB's Floodplain Bylaw No. 677 from the natural boundary of Sutherland Creek.

ADVISORY PLANNING COMMISSION

The Electoral Area 'C'/Christina Lake Advisory Planning Commission supported the development proposal.

BACKGROUND INFORMATION

Site Location Map

Subject Property Map

Applicant's Submission

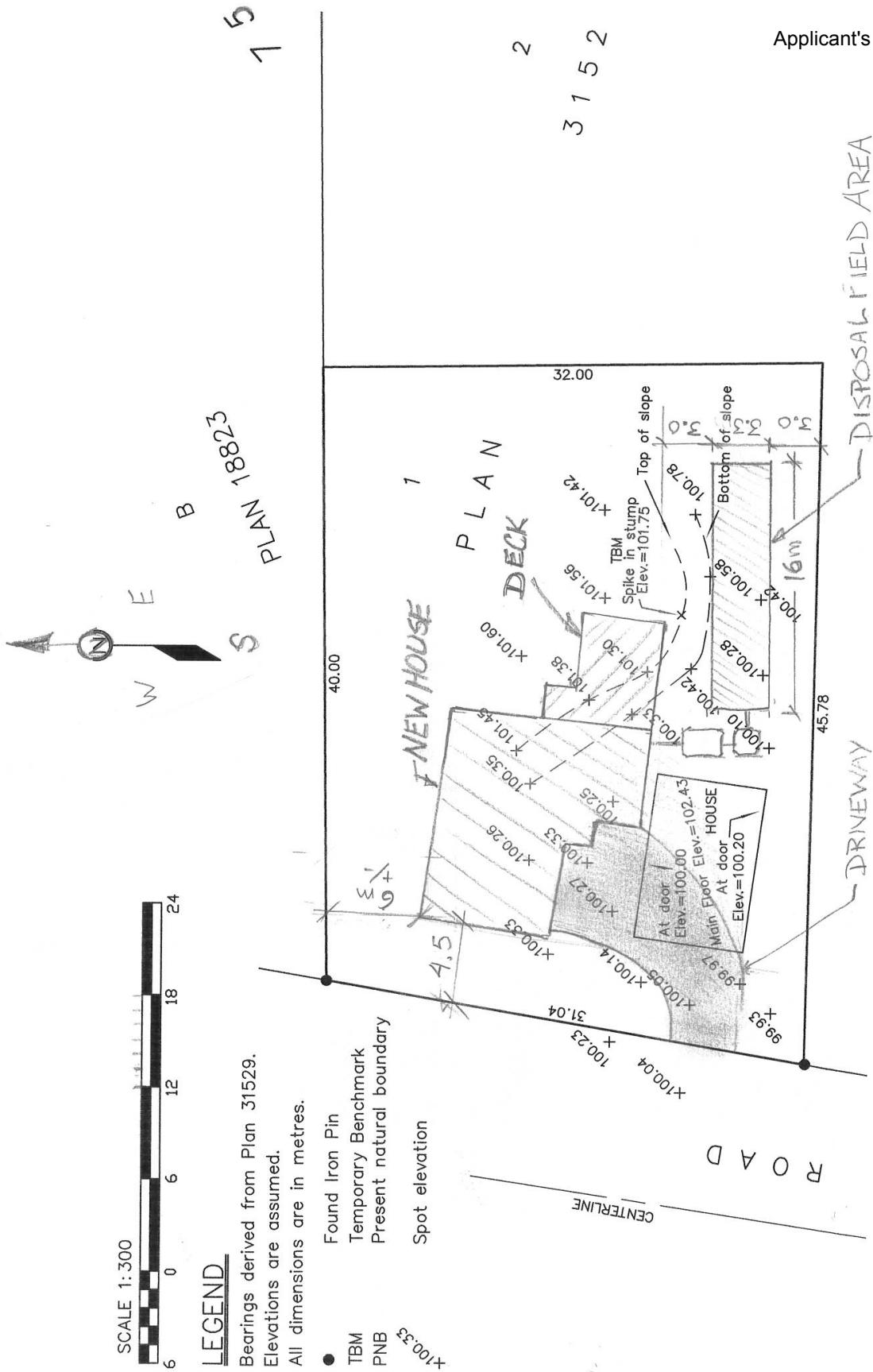
Sewage Disposal System Report, June 13, 2016

RECOMMENDATION

That the staff report regarding the application for a Development Permit submitted by Wade Smith, of K2 Contracting on behalf of the owner, Tobias Gelber Professional Corporation, to construct a single family dwelling in the Waterfront Environmentally Sensitive Development Permit Area fronting Christina Lake, on the parcel legally described as Lot 1, DL 750, SDYD, Plan KAP31529, be received



Document Path: P:\GIS\RD\KB\MapDocuments\Routine_Maps\SubjectPropertyMap\Area_'C'_ChristinaLake\2016-06-20--DL750_SPM-Gelber.mxd



**ENGINEERING (2012) LIMITED**

2248 Columbia Avenue Castlegar, BC V1N 2X1 e-mail: mail@wsaeng.ca Tel 1-888-617-6927

June 13, 2016
Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC V1R 4S8

File: C16190-021

Attn: Carly Rimell, Planner

Re: Sewerage Disposal Report for Development Permit for the home of Tobias Gelber, 1990 Fife Road, Christina Lake, BC (Lot 1 District Lot 750 S.D.Y.D Plan 31529).

Section 1 – Introduction

At the request of Tobias Gelber, the owner of the above noted property in the community of Christina Lake, WSA Engineering (2012) Ltd. (WSA) conducted an assessment on May 26, 2016 to evaluate the site for suitability to treat and dispose of sewerage from the proposed new residence without harm to the lakeshore and waters of Christina Lake, Sutherland Creek or the wells supplying the Sutherland Creek Waterworks District. This report is intended to accompany a Development Permit application, required due to the property's location in a designated Environmentally Sensitive Waterfront Development Permit Area.

Section 2 – Site Description

The subject property (Lot 1 DL 750 S.D.Y.D. Plan 31529 at 1990 Fife Road) is located approximately 700 metres east of the east shore of Christina Lake, between Fife Road and Sutherland Creek. The existing house is sited at the southwest corner of the lot, with the existing septic field located north of the house. The existing field lies approximately 75 metres from the bank of Sutherland Creek and about 145 metres from the wells supplying the Sutherland Creek Waterworks District, which supplies the property with domestic water service.

A restrictive covenant is in place for the property, requiring habitable areas for any building constructed to be at least 1.5 metres above the natural boundary of Sutherland Creek.

The lot is trapezoidal in shape, with approximate distances 32 metres north-south and 42 metres east-west. The total lot area is 0.128 hectares (0.316 acres).

The west half of the property is level with average slopes below 2%. There is a 5-metre pitch of approximately 25% running southeast across the centre of the lot and a level bench to the east property boundary, approximately 1 metre above the elevation of the existing residence.

The lot is landscaped, with mature Douglas fir around the perimeter.

June 13, 2016
File: C16190-021

Page 1 of 4

Section 3 – Flows

A new 2-bedroom residence is proposed to replace the existing house. The house will have a bonus room over the garage, not specifically designated as a bedroom but with potential for that use. Thus this analysis will consider the impact of a 3-bedroom home on the land. Based on Table II-8 of the *BC Sewerage System Standard Practice Manual, Version 3 September 2014* (SPM) the sewerage Daily Design Flow for a 3-bedroom home not exceeding 280 m² will be 1,300 litres per day. The total floor area of 116 m² is well under the maximum.

The proposed use for the building will be year-round residential and no unusual flow patterns or effluent anomalies are anticipated. Garburators and water softeners will not be used on this system.

Section 4 – Field Investigation

The existing septic system was not investigated based on the assumption that it had outlived its design life and was due for replacement. Further that its location would interfere with the site of the new structure. The investigation focused on a completely new disposal field.

The exposed soil profile in the first observation hole showed a layer of sandy loam and organics containing cobbles to 10cm diameter to a depth of 30 cm and below that a layer of coarse sand and gravel to a depth of 128 cm, with boulders to 40cm. The large boulder size and high coarse material content made permeameter auger holes and standard percolation test procedures impractical; the bottom of the observation hole was filled with water to a depth of 10 cm and complete infiltration timed at 1 minute, yielding a rate of fall of approximately 15 seconds per inch.

The soil profile in the second observation hole showed the same sandy loam and organic layer with cobbles to a depth of 55 cm, overlying boulders to 50 cm diameter in a coarse sand and gravel matrix.

In addition to the 2 observation holes excavated at the time of the site assessment (see attached Figure 2), information about the likely deeper soils and those on adjacent sites was obtained through a review of the lithologic (soils) description from Kala Groundwater Consulting Ltd's report for Sutherland Creek Waterworks District Well No. 85877 dated June 20, 2006. The soil in the observation holes was found to be very similar to that reported by Kala which is not surprising as both are on the same alluvial fan. Thus the deeper soils are likely the same as well. The static water table at the subject site is also assumed to be similar to that of the well site. It was listed in the report at approximately 30 metres below ground level.

The site's soil was determined to be Very or Extremely Gravelly Sands yielding a Maximum Allowable Hydraulic Loading Rate (HLR) Based on Table II-22 of the SPM of 45 litres per square metre per day for Type 1 systems or 65 litres per square metre per day for Type 2 systems. We further conclude based on the infiltration testing done at the site that a standard percolation test would yield results well under 2 minutes per inch also pointing to the Maximum Allowable HLR of 45 based on Table II-23.

The Kala report suggests a groundwater flow velocity of 2.2m/day. After travelling the 30 vertical meters the effluent would therefore require the following additional times to reach points of concern once it contacts the ground water:

Point of Interest	Distance	Estimated Travel Time	Direction of Flow
Sutherland Creek	75 m	34 Days	Away
Sutherland Creek Community Well	145 m	66 Days	Parallel
Christina Lake	700 m	318 Days	Toward

GWUDI compliance criteria suggest that travel times less than 50 days allows for a possible influencing connection between the two sites. Thus only Sutherland Creek noted above is close enough to be considered in an area of influence. However, the flow of ground water will be from the creek toward the sewerage disposal field and thus the creek is not expected to be impacted. Further the excessive vertical separation and recommended treatment options considered below will mitigate any concern.

The Sutherland Creek Community Well is far enough away and not in the direct path of travel. Also note the SPM recommended minimum horizontal separation of 90m for a Domestic water supply well, high pumping rate, in unconfined aquifer is also exceeded.

Christina Lake is in the assumed path of travel of the ground water but is far enough away so as not to be a concern.

Site measurements confirmed there is sufficient space available to replace the existing field and comply with setback and separation requirements in the SPM and RDKB bylaws. See attached sketch.

Section 5 – Assessment of Alternatives

A new sewerage system and disposal field are proposed for the site, which has sufficient area to replace the existing field. Based on the flows and HLR described above, the area of infiltrative surface required for the proposed disposal field is 28.9 m² for treatment to SPM Type 1 specification or 20.0 m² for Type 2 if applied directly to the native soils. However, as discussed below a layer of Clean Coarse Sand is recommended below the dispersal pipes and above the native soils. Thus a lower design HLR of 30 and 50 l/day/m² is recommended resulting in a larger required infiltrative surface area of 43.3 m² and 26 m² for Type 1 and 2 respectively. (SPM Section II-5.5.3)

Given the rapid absorption rate of the surface soil, and the semi confining nature of the deeper soils described by Kala Ground Water, Type 2 treatment was considered as an option to improve treatment and filtration prior to effluent contact with groundwater. Along with mechanical treatment plants, affordable non-mechanical systems producing Type 2 effluent through a combined treatment and dispersal system (CTDS) are available requiring no power and limited maintenance.

However, as the proposed system will be significantly outside the Sutherland Creek and well setbacks, and given the substantial depth (30m) to ground water, Type 1 treatment consisting of sewerage separation and digestion in a 2-chambered tank will be sufficient to meet SPM requirements for disposal of generated wastes on-site.

If no other treatment beyond Type 1 is used, the effluent should also be slowed and receive additional treatment with a layer of specified sand placed below the dispersal laterals and above the native soil interface. The effluent at the native soil interface can then be considered as Type 2. (SPM Section II-5.5.3.1(a). This option will also aid in levelling the laterals, as one of the native soil components is large-diameter boulders.

Section 6 – Recommendations and Justification

WSA recommends a new Type 1 sewerage treatment in a 2-chambered septic tank and pressure distribution to a seepage bed with a minimum of 43.3 square meters of infiltrative surface installed to meet SPM requirements. Due to the Environmentally Sensitive Waterfront designation, rapid soil infiltration and large particle size of the native soil a 30 cm layer of Clean Coarse Sand meeting gradation specifications of SPM Table II-25 is recommended to be installed beneath the seepage bed to slow and further treat effluent prior to contact with groundwater.

A system designed and installed as such will exceed the minimum requirements of the SPM and as such will not cause an undue threat to the environment or human health therefore satisfying the Public Health Sewage Act-Sewerage System Regulation.

Closure

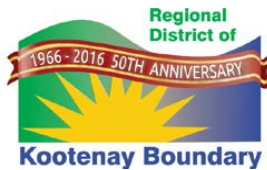
This report has been prepared for the exclusive use of Tobias Gelber, his representatives and the RDKB and is in accordance with generally accepted engineering principles and practice. No other warranty, either expressed or implied, is made. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. WSA accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

We trust that the information provided above meets with your current requirements. If you have any questions, or require any further information, please contact the undersigned.

Respectfully submitted,
WSA ENGINEERING (2012) LTD.



Dan Sahlstrom, P. Eng.



STAFF REPORT

Date:	July 28, 2016	File #:	BW-4109s-07909.410
To:	Chair McGregor and Members of the Board		
From:	Carly Rimell, Planner		
RE:	Development Permit – Alpine Environmentally Sensitive Development Permit Area		

ISSUE INTRODUCTION

Caroline Komposch, through her agent Shauna Wizinsky of Weninger Construction & Design Ltd., have applied for a Development Permit to build a single family dwelling at 367 Rock Ridge Road at Big White Ski Resort (*see Site Location Map; Applicant's Submission*). To obtain a building permit, the applicants must first submit a Landscape Plan for approval of a Development Permit for the Alpine Environmentally Sensitive Landscape Reclamation Area. Approval of the landscaping must occur prior to the issuance of a Certificate of Final Occupancy.

HISTORY / BACKGROUND FACTORS

The subject property (603m²) is an undeveloped residential parcel located on Rock Ridge Road. The property is designated as 'Medium Density Residential' in the Big White Official Community Plan Bylaw No. 1125, 2001 and zoned 'Medium Density Residential 4' in the Big White Zoning Bylaw No. 1166, 2001. The property is within the 'Big White Alpine Environmentally Sensitive/Commercial & Multiple Family Development Permit Area.' The proposed development, of a single family dwelling, requires an Alpine Environmentally Sensitive Landscape Reclamation Development Permit.

PROPOSAL

The applicant is requesting a Development Permit to construct a single family dwelling on Strata Lot 2, Rock Ridge Road at Big White. The Landscape Reclamation Plan has been submitted by Shauna Wizinsky of Weninger Construction & Design Ltd.

Development Permit Area Guidelines

The guidelines for development in the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area have been addressed by the agent and are outlined below:

Reclamation of Disturbed Areas

The parcel currently has no vegetation, it is bare and covered with gravel. It was cleared in order to implement civil works infrastructure and road development. However, the vegetation that will be planted on the site will be composed of species that are accustomed to moderate to high altitude alpine environment. Maintenance will be minimal once the initial period of establishment takes place, the first few years will require only hand watering as necessary by the owners.

The parcel has a natural slope. The builder Weninger Construction & Design Ltd. have worked the design so they anticipate no additional measures are required to divert surface water. The site plan depicts 3 retaining walls. One on the west side presumably concrete, the other 2 on the east which are to be constructed 4 feet high out of stacked rock. Construction clean-up will include the removal of deleterious and construction debris material prior to completion of the landscape scheme.

Type of Vegetation

The selection of plants have been chosen to respect the short growing season and the harsh alpine climate. The Site Plan provided by the agent shows the approximate location, amount, and type of vegetation proposed for the site.

Big White falls under the classification of two Biogeoclimactic Eco Zones (BEC): Engelmann Spruce-Subalpine Fir (ESSF) and Interior Mountain-heather Alpine (IMA). The proposed landscaping of 5 trees either spruce or fir which are common in these areas. The landscape plan does not specify which species will be used, it will depend on availability. The selected pine, Mugo Pine is a hardy smaller evergreen, 8 are planned to be used in the landscaping on the property. Barberry is a non-invasive shrub that does well in a mountain environment. The landscaping plan includes the placement of 11 barberry on the property. The landscaping scheme will be finished with 4" of native topsoil and a liberal seeding of grass and flowers.

IMPLICATIONS

The Site Plan and Certificate of Title identifies a ski easement near the rear lot line of the parcel. This is a registered easement that allows access for the public throughout the year. It appears that neither the home nor the vegetation will impede this easement.

The Site Plan designates snow storage areas which are generally clear of vegetation which could be damaged or crushed by the weight of snow.

The application does not directly reference measures to mitigate or minimize the threat of wildfire. The RDKB created a guide to Landscaping Development at Big White which highlights factors that should be considered while creating a plan. The document highlights fire protection and species selection. This landscaping plan avoids any juniper species which are highly flammable.

Originally there was concern that the floor area ratio of the single family dwelling exceeded the .80 permitted in the 'Medium Density Residential 4' zone. Weninger Construction was notified and they provided documentation to Planning and Development staff that the floor area ratio is .69, due to the fact the house is partially underground.

ADVISORY PLANNING COMMISSION COMMENTS

The Big White Advisory Planning Commission supported the Development Proposal application.

REFERRALS

The application was referred to the Big White Fire Services Department. The Big White Fire Chief suggested that Fire Smarting should be emphasized in regards to landscaping.

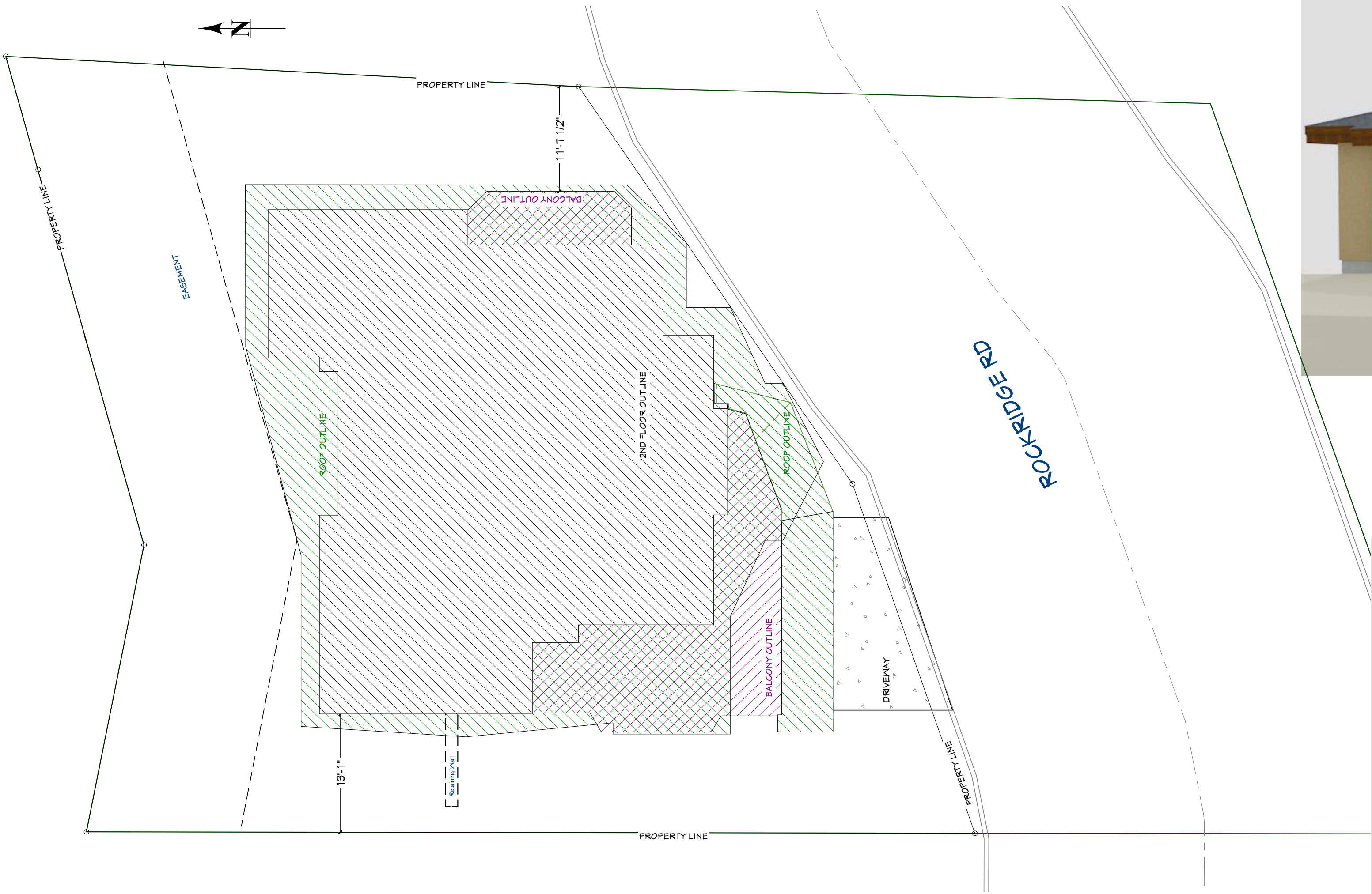
BACKGROUND INFORMATION PROVIDED

Site Location Map

Applicant's Submission

RECOMMENDATION

That the staff report regarding the application for a Development Permit submitted by Shauna Wizinsky, of Weninger Construction and Design Ltd. on behalf of the owner, Caroline Mary Komposch, to construct a single family dwelling in the Alpine Environmentally Sensitive Development Permit Area, on the parcel legally described as Strata Lot 2, DL 4109s 4203, SDYD, Plan KAS2476, Big White, Electoral Area 'E'/ West Boundary, be received.



SITE PLAN

LAYOUT PAGE TABLE	
SHEET	DESCRIPTION
1	SITE PLAN
2	MAIN FLOOR PLAN
3	UPPER FLOOR PLAN
4	LOWER FLOOR PLAN
5	FOUNDATION/FOOTING
6	ROOF PLAN
7	ELEVATIONS
8	CROSS SECTIONS
9	DETAILS
10	ELECTRICAL PLANS
11	ENERGY EFFICIENCY & STRUCTURAL ASSEMBLIES
12	LANDSCAPING PLAN



REVISION TABLE	
NUMBER	DATE
A	10/03/2016
B	10/03/2016
C	11/05/2016
D	30/05/2016
E	16/06/2016

DRAWN BY Martin Meninger Shauna Mizinsky	
PROJECT LOCATION ROCKRIDGE DRIVE, BIG WHITE	
DRAWN BY Meninger Construction & Design Ltd. Unit# 102B-200 Douglas Road North, Kelowna, BC V1X 3K5 Tel: (250) 765-6818 Fax: (250) 765-6078	

KOMPOSCH CHALET NEW BUILD	
SITE PLAN	

DRAWINGS PROVIDED BY: Meninger CONSTRUCTION & Design Ltd.	
--	--

DATE:
16/06/2016

SCALE:
1/8" = 1' 0"

SHEET:
1



DRAWN BY
Marlin Weneringer
Shauna Wlizinsky

PROJECT LOCATION
ROCKRIDGE DRIVE,
BIG WHITE

Weneringer Construction & Design Ltd.
Unit# 102B-200
Douglass Road North, Kelowna, BC V1X 3K5
Tel: (250) 765-6848 Fax: (250) 765-6078

DRAWINGS PROVIDED BY:

The logo for Weninger Construction & Design Ltd. features a green silhouette of a house with a cross on its roof. Below the house, the word "Weninger" is written in a large, bold, brown serif font with a black outline. Underneath "Weninger", the words "CONSTRUCTION & Design Ltd." are written in a smaller, green, sans-serif font. The word "CONSTRUCTION" is in all caps, while "& Design Ltd." is in title case.

12

Applicant's Submission



May 31, 2016

Regional District of Kootenay Boundary
 RDKB Trail BC Administration Office
 Attention: Mr Jeff Ginalias
 202 – 843 Rossland Ave
 Trail, BC V1R 4S8

Regarding: Development Permit Application for proposed single family dwelling located on PID 025-558-731, Strata Lot 2 District Lots 4109S and 4203 Similkameen Div Yale, District Strata Plan KAS2476, Address: Rock Ridge Drive, Big White Ski Resort, BC

Mr Ginalias,

The proposed dwelling is situated on an undeveloped parcel which was previously cleared of vegetation. Currently it is bare with gravel.

The proposed landscaping scheme focus on sustainability, consideration of fire protection, and species selection appropriate to an alpine moderate to high altitude for this region. As the vegetation that will be planted on the site is exclusively composed of species that grow naturally in the area, maintenance will be minimal once the initial period of establishment takes place. Typically, the first few years will require only hand watering as necessary; this maintenance will be completed by the owner. The parcel has a natural slope, but because we are working with the natural incline there will be no bank stabilization or drainage required. Construction clean-up will include the removal of deleterious and construction debris material prior to the completion of the finished landscaping scheme.

The selection of plants, as indicated on the enclosed plans, have been chosen to respect the short growing season, the harsh alpine climate, and security by not providing opportunities for hiding in plants around the dwelling perimeter. The proposed building will fill the envelope so the landscaping design includes the side areas, leaving the ski easement clear of large plants.

As the annual snowfall can be heavy, the designated snow storage areas are generally clear of plants that could be damaged and crushed by the weight of cleared snow.

The landscaping scheme planting arrangement is finished by site coverage of liberal seeding of native grass and wildflowers.

Sincerley,

Shauna Wizinsky. Project Manager/Designer
 Weninger Construction & Design Ltd

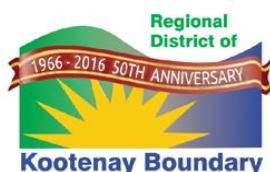
DESIGN ~ CONSTRUCT ~ DEVELOP

Ph (250)765-6898

info@weningerconstruction.com

Fax(250)765-6078

#102B - 200 Dougall Rd North, Kelowna, BC V1X 3K5



STAFF REPORT

Date:	July 28, 2016	File #:	BW-4203-07909.260
To:	Chair McGregor and Members of the Board		
From:	Carly Rimell, Planner		
RE:	Development Permit – Alpine Environmentally Sensitive Development Permit Area		

ISSUE INTRODUCTION

Snowski Vacations, through their agent Shauna Wizinsky of Weninger Construction & Design Ltd., have applied for a Development Permit to build a single family dwelling at 310 Moon Shine Crescent at Big White Ski Resort (*see Site Location Map; Applicant's Submission*). To obtain a building permit, the applicants must first submit a Landscape Plan for approval of a Development Permit for the Alpine Environmentally Sensitive Landscape Reclamation Area. Approval of the landscaping must occur prior to the issuance of a Certificate of Final Occupancy.

HISTORY / BACKGROUND FACTORS

The subject property (1680m²) is an undeveloped residential parcel which currently has existing natural vegetation located on Moon Shine Crescent. The property is designated as 'Medium Density Residential' in the Big White Official Community Plan Bylaw No. 1125, 2001 and zoned 'Medium Density Residential 4' in the Big White Zoning Bylaw No. 1166, 2001. The property is within the 'Big White Alpine Environmentally Sensitive/Commercial & Multiple Family Development Permit Area.' The proposed development, of a single family dwelling, requires an Alpine Environmentally Sensitive Landscape Reclamation Development Permit.

PROPOSAL

The applicant is requesting a Development Permit to construct a single family dwelling on Lot 13, Moon Shine Crescent at Big White. The Landscape Reclamation Plan has been submitted by Shauna Wizinsky of Weninger Construction & Design Ltd.

Development Permit Area Guidelines

The guidelines for development in the Alpine Environmentally Sensitive Landscape Reclamation Development Permit Areas have been addressed by the agent and are outlined below:

Reclamation of Disturbed Areas

The parcel currently has natural vegetation. The current natural vegetation and trees will be disturbed as little as possible, and disruption will not extend past 10 feet on the sides, back and driveway of the proposed structure. The additional vegetation that will be planted on the site will be composed of species that are accustomed to moderate to high altitude alpine environment. Maintenance will be minimal once the initial period of establishment takes place, the first few years will require only hand watering as necessary by the owners.

The parcel has a natural slope. The builder Weninger Construction & Design Ltd. have worked the design so they anticipate no additional measures are required to divert surface water or create bank stabilization aside from planting with vegetation. There are no retaining walls proposed for the property. Construction clean-up will include the removal of deleterious and construction debris material prior to completion of the landscape scheme.

Type of Vegetation

Plants have been chosen to respect the short growing season and the harsh alpine climate. The Site Plan provided by the agent shows the approximate location, amount, and type of vegetation proposed for the site.

Big White falls under the classification of two Biogeoclimactic Eco Zones (BEC): Engelmann Spruce-Subalpine Fir (ESSF) and Interior Mountain-heather Alpine (IMA). The proposed landscaping plan depicts the planting of 1 tree, either spruce or fir which are common in these areas. The landscape plan does not specify which species will be used, it will depend on availability. The selected pine, Mugo Pine is a hardy smaller evergreen, 2 are planned to be used in the landscaping on the property. Barberry is a non-invasive shrub that does well in a mountain environment. The landscaping plan includes the placement of 5 barberry on the property. The landscaping plan also proposes 3 Karl Forester Feather Reed grasses. The landscaping scheme will be finished with a liberal seeding of native grass and wildflowers.

IMPLICATIONS

The Site Plan and Certificate of Title identifies a ski easement near the interior lot line and rear lot line of the parcel. These are registered easements that allow access for the public at Big White throughout the year. It appears that neither the home nor the vegetation will impede this easement.

The Site Plan designates snow storage areas which are generally clear of vegetation which could be damaged or crushed by the weight of snow.

The application does not directly reference measures to mitigate or minimize the threat of wildfire. The RDKB created a guide to Landscaping Development at Big White which highlights factors that should be considered while creating a plan. The document

highlights fire protection and species selection. This landscaping plan avoids any juniper species which are highly flammable.

ADVISORY PLANNING COMMISSION COMMENTS

The Big White Advisory Planning Commission were concerned about the trees bordering the ski easement on the north west side of the parcel. The APC noted the ski easement is plowed and packed by a Snow Cat and they were concerned about potential damage to the trees. The APC supported the application subject to the trees being moved back from the ski easement by 2 meters.

PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS

The Manager of Planning and Development has the Delegated Authority to issue Development Permits. Upon issuance of the Development Permit a condition was inserted which requires the applicant shift the trees which abut the ski easement 2m back as the APC suggested.

REFERRALS

The application was referred to the Big White Fire Services Department. The Big White Fire Chief suggested that Fire Smarting should be emphasized in regards to landscaping.

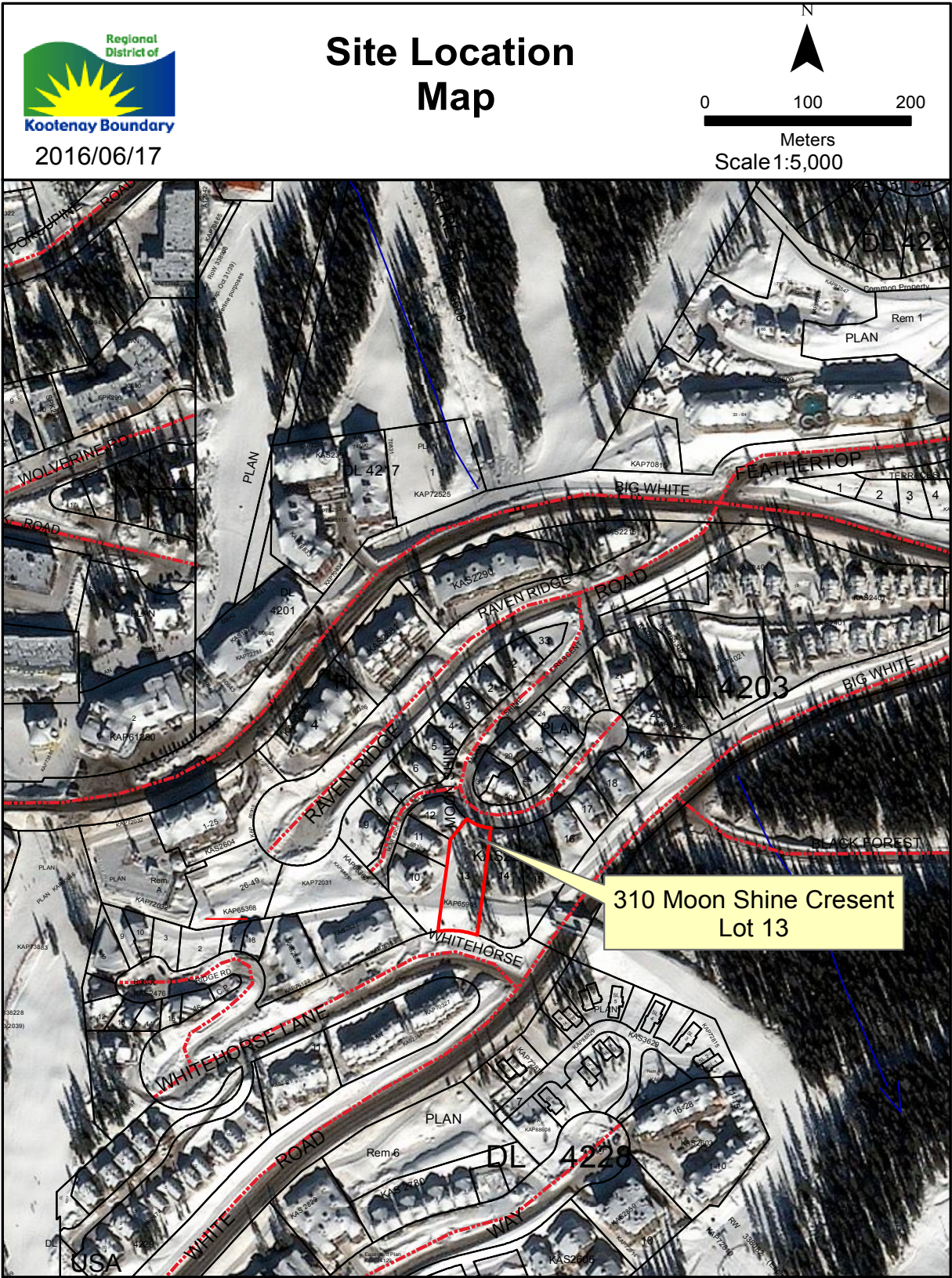
BACKGROUND INFORMATION PROVIDED

Site Location Map

Applicant's Submission

RECOMMENDATION

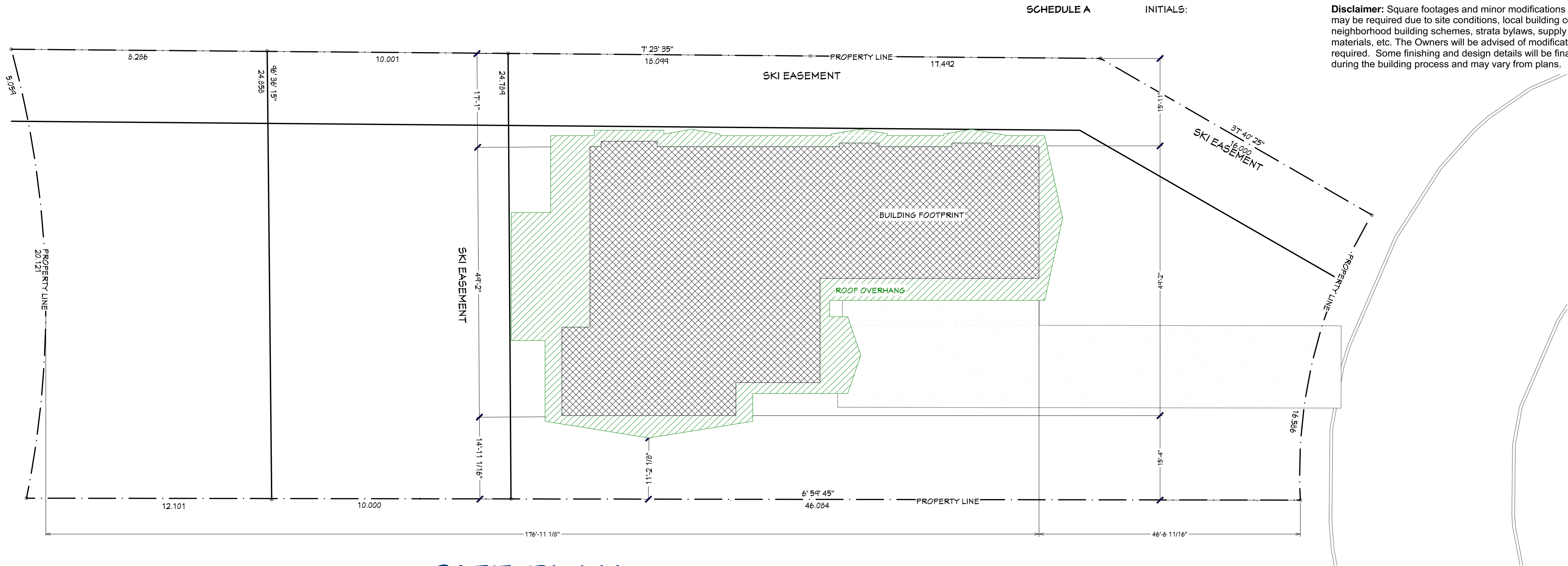
That the staff report regarding the application for a Development Permit submitted by Shauna Wizinsky, of Weninger Construction and Design Ltd. on behalf of the owner, Snowski Vacations Ltd., to construct a single family dwelling in the Alpine Environmentally Sensitive Development Permit Area, on the parcel legally described as, Lot 13, DL 4203, SDYD, Plan KAS2211, Big White, Electoral Area 'E' / West Boundary, be received.



Document Path: P:\GIS\RD\B\MapDocuments\Routine_Maps\SiteLocationMap\BW\2016-06-17_SLM_DL4203_Snowski.mxd



SITE PLAN SCALE: 1" = 10'



LAYOUT PAGE TABLE	
SHEET	TITLE
1	SITE PLAN & 3D VIEW
2	MAIN FLOOR PLAN
3	UPPER FLOOR PLAN
4	BASEMENT FLOOR PLAN
5	FOUNDATION PLAN
6	RAFTER PLAN & ROOF PLAN
7	ELEVATIONS, 1 OF 2
8	ELEVATIONS, 2 OF 2
9	CROSS SECTIONS
10	DETAILS
11	ELECTRICAL PLANS, 1 OF 2
12	ELECTRICAL PLANS, 2 OF 2
13	ENERGY EFFICIENCY & STRUCTURAL ASSEMBLIES
14	LANDSCAPE PLAN

REVISION TABLE	
NUMBER	DATE
A	10/03/2016
B	20/05/2016
C	16/06/2016

PROJECT: 102B-200
LOCATION: 102B-200
DRAWN BY: Martin Meninger
CHECKED BY: Shauna Mizinsky
DESIGNED BY: Moonshine Crescent, Big White, BC
UNIT: 102B-200
TOWN: Kelowna, BC
TEL: (250) 765-6618
FAX: (250) 765-6618

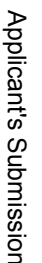
MOONSHINE CHALET
NEW HOME BUILD FOR SNOWSKI VACATIONS LTD
SHEET 1 OF 14

DRAWINGS PROVIDED BY:
WENINGER CONSTRUCTION & DESIGN LTD.

DATE:
16/06/2016

SCALE:
1" = 10'

SHEET:
1



Applicant's Submission

June 2, 2016

Regional District of Kootenay Boundary
RDKB Trail BC Administration Office
Attention: Mr Jeff Ginalias
202 – 843 Rossland Ave
Trail, BC V1R 4S8

Regarding: Development Permit Application for proposed single family dwelling located on PID 024-665-487, Strata Lot 13 District Lot 4203 Similkameen Division Yale Districts, Strata Plan KAS2211

Mr Ginalias,

The proposed dwelling is situated on an undeveloped parcel which currently has natural vegetation.

The current natural vegetation and trees will be disturbed as little as possible, and disruption will not extend past 10' on sides, back, and driveway of proposed structure. Any areas that do need to be disturbed will be landscaped to the standards of the attached scheme with select plant species. The landscaping scheme planting arrangement is finished by site coverage of liberal seeding of native grass and wildflowers.

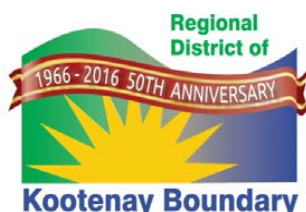
The proposed landscaping scheme focus on sustainability, consideration of fire protection, and species selection appropriate to an alpine moderate to high altitude for this region. These plants have also been chosen to respect the short growing season and harsh alpine climate. As the vegetation that will be planted on the site is exclusively composed of species that grow naturally in the area, maintenance will be minimal once the initial period of establishment takes place. Typically, the first few years will require only hand watering as necessary; this maintenance will be completed by the owner. The parcel has a natural slope, but because we are working with the natural incline there will be no bank stabilization or drainage required. Construction clean-up will include the removal of construction debris and clearing deadfall in the untouched natural vegetation prior to the completion of the finished landscaping scheme.

The lot has current ski easements which must be kept clear of large vegetation and will not be touched.

As the annual snowfall can be heavy, the designated snow storage areas are generally clear of plants that could be damaged and crushed by the weight of cleared snow.

Sincerley,

Shauna Wizinsky. Project Manager/Designer
Weninger Construction & Design Ltd



STAFF REPORT

Date:	July 15, 2016	File #:	C-52
To:	Chair McGregor and Members of the Board		
From:	Jeff Ginalias, Senior Planner		
RE:	Draft Strategic Community Energy and Emissions Plan (SCEEP)		

ISSUE INTRODUCTION

A draft Strategic Community Energy and Emissions Plan (SCEEP) has been prepared by the Community Energy Association (CEA) for the Regional District of Kootenay Boundary. The Board is invited to review, comment, and if deemed appropriate, adopt the Plan (*see RDKB SCEEP Draft*).

BACKGROUND

A RDKB's draft SCEEP is a comprehensive, long-term plan to improve energy efficiency, reduce GHG emissions, and foster local green energy solutions in the RDKB. The SCEEP will help the Regional District achieve the objectives and targets to reduce community wide greenhouse gas emissions¹ as adopted in various RDKB Official Community Plans. Community wide greenhouse gas emissions are separate from corporate greenhouse gas emissions², which local governments create through its own activities.

The Plan was developed following a two day workshop held January 19-20, 2016 in Trail and facilitated by the Community Energy Association (CEA). There were approximately 30 participants that included RDKB staff, Directors for Electoral Areas 'B'/Lower Columbia-Old Glory and 'D'/Rural Grand Forks, Interior Health, Ministry of Transportation and Infrastructure, Village of Montrose staff, Village of Warfield Councillor, a representative of Christina Gateway Community Development Association, a representative for the Kettle River Watershed Management Plan, a certified energy advisory, Lower Columbia Initiatives Corporation and Teck Resources.

¹ Community Wide Greenhouse gas Emissions mean greenhouse gas emission that occur as a result of the activities of residents and businesses in the community which the local government cannot directly control, but may be able to influence through planning and program activities.

² Corporate Greenhouse Gas Emissions means those greenhouse gas emission that the local government creates through its activities, and which it has control over, such as local government building operations, recreation centres, vehicle fleets, and utility services.

Funding for the workshop and the creation of the draft SCEEP was provided by Columbia Basin Trust, FortisBC, and Natural Resources Canada, which allowed inclusion of the Boundary area in the Plan. Rental costs associated with the venue and lunch were provided by the Planning and Development Service of the RDKB.

A SCEEP evaluates a community's existing energy use and GHG emissions in order to plan for reduction of energy consumption and emissions, improve efficiency, and increase the local renewable energy supply. It encompasses buildings, land use and transportation planning, infrastructure (including solid and liquid waste management), and renewable energy supply. It provides guidance to a local government in planning future developments and in long-term decision making processes. Implementing the actions in the Plan helps build public and private entity partnerships, focused on more energy resilient communities, plus supporting an active, healthy population.

There are four basic elements for developing a SCEEP:

1. Generate the baseline data;
2. Prepare a "Business as Usual" Forecast (if no SCEEP is implemented);
3. Establish target reductions (mainly from Official Community Plans); and
4. Develop an Action Plan to reduce impacts and an approach to measuring the reduction of impacts.

In addition to the Action Plan, the workshop also identified potential community partners and other agencies to help achieve the actions listed in the Plan. Adoption and implementation of a SCEEP is a natural progression to achieve the objectives and targets in the RDKB's Official Community Plans.

IMPLICATIONS

If the SCEEP is adopted, the next steps will be incorporating the SCEEP action items into RDKB communications (e.g. education regarding energy and renewable energy) and policy (e.g. rezoning policy to achieve desired energy performance and development permit areas to promote energy conservation and greenhouse gas reduction). To assist with this, the SCEEP project includes 35 hours of implementation support through CEA and FortisBC, for action items related to buildings (e.g. developing a sustainability checklist for buildings, and creating rezoning policy to achieve desired energy performance).

Implementing other actions beyond Regional District direct control can be supported by community partners including Interior Health, Ministry of Transportation and Infrastructure, other municipalities, and local industry, businesses and community groups.

REGIONAL DISTRICT COSTS AND FINANCIAL IMPACT

To date, RDKB costs have been minimal. The workshop and preparation of the draft SCEEP were funded and organized by CEA through their partnership arrangements. RDKB expenses were the workshop venue and lunch for the participants, which was paid through the RDKB's Planning and Development Service.

Implementing the Plan will involve in-kind commitment of staff time for some actions. This may include coordinating education, possibly public information/newsletter items and systematically updating planning documents. However, as noted above, CEA and Fortis BC will assist with implementing some of these steps.

COMMUNITY BENEFITS

Based on the model assumptions, if the SCEEP actions are implemented, rural community energy costs are projected to be reduced by approximately 8% by 2020 through plan implementation. This equates to about \$6 million per year (\$540 per capita).

There are other benefits with implementing the SCEEP. For instance, only a small percentage of the energy dollars spent in the rural community remain in the region. Reduced spending for energy use could result in more spending and investment in the rural communities, stimulating economic development.

NEXT STEPS:

1. The Board adopts the RDKB SCEEP.
2. The RDKB considers establishing a Committee to work with CEA and FortisBC to consider which action items are under the RDKB's authority and of those which can readily be achieved using the existing resources and which would require additional resources.
3. Incorporate SCEEP into RDKB communications, planning bylaws, budget (if required), and Regional District policy framework.
4. Review SCEEP in 3 to 5 years to measure effectiveness, revise or adapt policies and practices where appropriate and look to renew SCEEP.

OPTIONS AND ALTERNATIVES

1. Adopt the RDKB SCEEP; or
2. Re-circulate the draft SCEEP to community stakeholders for more input, or
3. Do nothing further.

BACKGROUND INFORMATION PROVIDED

Draft Strategic Community Energy and Emissions Plan (SCEEP)

RECOMMENDATION

That the Regional District of Kootenay Boundary adopt the draft Regional District of Kootenay Boundary Strategic Community Energy & Emissions Plan for immediate and ongoing action implementation to support OCP GHG target reductions of 33% below 2007 levels by 2020.

Regional District of Kootenay Boundary | SCEEP



Regional District of Kootenay Boundary Strategic Community Energy & Emissions Plan

DRAFT

January 19 and 20, 2016



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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List of Acronyms

BAU	Business As Usual
BCH	BC Hydro
CBT	Columbia Basin Trust
CEA	Community Energy Association
cea	a certified energy advisor (depending on context).
CEEI	Community Energy and Emissions Inventory (inventories created by the Province for each local government)
CO ₂	Carbon Dioxide
DCC	Development Cost Charge
DSM	Demand Side Management (name for measures used to reduce energy consumption)
EEC	Energy efficiency and conservation
FBC	Fortis BC (electricity and gas) utility
GHG	Greenhouse Gas (there are several different anthropogenic GHGs and they have different relative impacts. When tonnes of GHGs are stated in the document the standard practice of stating this in equivalent of tonnes of carbon dioxide is followed. Carbon dioxide is the most important anthropogenic GHG.)
GJ	Gigajoules (one of the standard measures of energy)
HERO	Home Energy Rebate Offer, a program offered through FortisBC and BC Hydro to provide rebates to homeowners for energy efficient renovations.
HPO	Homeowners Protection Office
HDV	Heavy Duty Vehicles (i.e. commercial vehicles, like trucks)
ICSP	Integrated Community Sustainability Plan
kWh	kilowatt hours (standard measure of energy, typically used with electricity)
LAP	Local Area Plan
LDV	Light Duty Vehicles (i.e. the types of vehicles driven by ordinary people)
OCP	Official Community Plan
RGS	Regional Growth Strategy
SCEEP	Strategic Community Energy and Emissions Plan



Executive Summary

On January 19 and 20, 2016, a workshop was held with Regional District of Kootenay Boundary staff, Rural Area Directors, Interior Health, Ministry of Highways and Infrastructure, Montrose Village staff, Warfield Village Councillor, community representatives from Christina Lake, Kettle Valley Watershed, certified energy advisor, Lower Columbia Initiatives Corporation and Teck. The workshop was facilitated by Community Energy Association and Fortis BC. The project is funded by the FortisBC, Columbia Basin Trust and Natural Resources Canada.

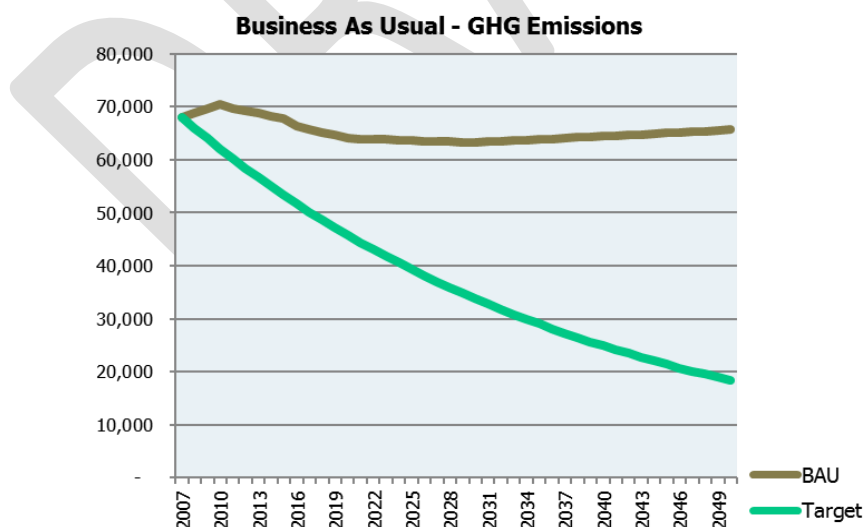
Many thanks to the workshop group who spent their day to look at energy, emissions, and energy expenditure data for the community as a whole and develop an action plan.

Community energy and emissions – current status and business as usual

For the modelling process, the workshop group used an annual community population growth rate of 0.25% and used the reduction target consistent in all of the Rural RDKB OCPs which is to reduce emissions 33% below 2007 levels by 2020.

In 2010 total Rural Unincorporated Areas energy expenditure was approximately \$44.9 million, and GHG emissions were approximately 70,500 tonnes. Further detail on the energy and emissions for the community can be found in the 2010 Community Energy and Emissions Inventory (CEEI) produced by the Province (see Appendix 1).*

With no action plan, but taking into account the GHG reducing impact of Provincial and Federal policies already in place, community emissions are predicted to change relative to the target trajectory according to the following chart:



* Note the 2012 CEEI data is expected to be released by the Province in the coming months.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Regional District of Kootenay Boundary is a climate action leader and has already initiated a number of actions. The workshop group identified an action plan to further reduce community energy consumption & emissions:

Actions	Timeline					
	Already done / ongoing	2016	2017	2018	2019	2020
1 Buildings Basics						
1.1 Promote electricity, natural gas, & other energy efficiency programs		x				
1.3 Building code energy efficiency - educate & support compliance		x				
2 Buildings High-Growth Measures						
2.1 Sustainability checklist for buildings			x			
2.2 Create rezoning policy to achieve desired energy performance		x				
2.3 Review zoning bylaw for opportunities to encourage energy performance		x				
2.6 Fee rebates to encourage improved energy performance			M			
2.8 DCC reductions or waivers for GHG's - Beaver Valley H2O system				M		
2.9 Explore DPA - to enhance energy performance (e.g. orientation, landscaping)		x				
2.10 Explore DPA - for on-site renewable energy			x			
3 Residential Buildings						
3.1 Sign on to solar-ready building code provision			x			
3.2 Education for developers - energy efficiency & renewable energy			x			
3.3 Education for realtors - energy efficiency & renewable energy			x			
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)			x			
3.6 Efficient wood stove program & bylaws		x				
4 Commercial / Institutional Buildings						
4.1 Promote the free Business Energy Advisor assessments			x			
4.3 Convert City owned ornamental streetlights to LED			x			
5 LDV Transportation Urban Form						
5.1 Land use suite "lite"		x				
5.2 Land use suite "enhanced"		x				
5.3 Street design		x				
5.4 Implement 30 km/hr speed limit in parts of the community			x			
5.6 Flow RGS, OCP, and local area plans through to zoning+B160		x				
NEW ACTION - tree retention / replacement bylaw to prevent erosion			x			
6 LDV Transportation – Infrastructure & Collaboration						
6.1 Active transportation planning				x		
6.2 Improve active transportation infrastructure				x		
6.3 Anti-idling campaign / bylaw					x	
6.5 Collaborate with major employers on work-related transportation					M	
6.6 Transit suite					M	
6.8 Support car share cooperatives				x		
6.9 Raising awareness of ride sharing and guaranteed ride home programs				x		
6.10 Low carbon and electric vehicle fuelling/charging stations				x		
6.11 Electric vehicle & e-bike awareness event					M	
NEW ACTION - start planning for RDKB heavy duty fleet EVs conversion				x		
7 Waste						
7.1 Organics diversion - planning for soil organic matter retention				x		
7.2 Encourage water conservation				x		
7.3 Support local food production, e.g. farmers markets, community gardens				x		
8 Enabling Actions						
8.1 Review land use & transportation plans / policies for SCEEP incorporation				x		
8.2 Organizational structure for climate action - CEM mandate from CEA				M		
8.3 Establish a regional energy co-operative		x				
8.4 Identify green economy opportunities		x				
8.5 Leverage local government assets into community change				x		
8.6 Long-term, deep community engagement (culture change)		x				

The actions marked with an 'M' were categorised as 'maybes'.

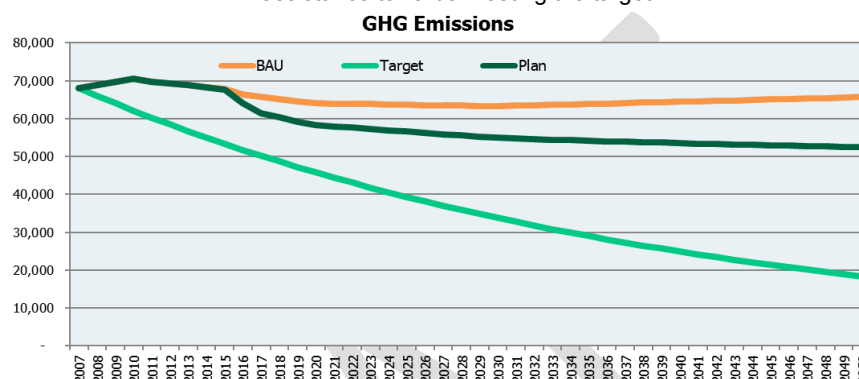
The numbers of the actions listed above correspond to their numbers in the SCEEP Actions Guide (see Appendix 2), which contains further detail about each of them. Some new actions were also created and not listed in the SCEEP Actions Guide (for further details on this see the "Unpacking Actions" sub-section). Information on FortisBC DSM program incentives found on the website: <http://www.fortisbc.com/Rebates/RebatesOffers/>. An in-depth discussion on all of the opportunities and most of the actions occurred at the workshop.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT**5****Results**

The estimated impact of the plan on community greenhouse gas emissions (in tonnes of GHGs per year) is shown below. Significant emissions reductions will be achieved beyond Business As Usual, however there is still a considerable gap to the GHG target trajectory.

The Regional District of Kootenay Boundary has levers to reduce community energy and emissions and can move closer towards its target, but many things do remain outside of the Regional District's control including Federal and Provincial actions, and technological changes. These may provide significant assistance towards meeting the target.



Note that actions to reduce electricity consumption will result in financial savings for the community, but will not result in significant savings in emissions. Electricity in BC has a very low greenhouse gas intensity, and should be carbon neutral from 2016.

The major actions for Kootenay Boundary, listed by impacts in terms of annual GHG savings in the year 2020 are:

- 7.1 – Organics diversion – 1454 tonnes / year
- 5.2 – Land use suite “enhanced” – 900 tonnes / year
- 1.1 – Promote electric, natural gas and other energy efficiency programs - 273 tonnes / year

Next Steps

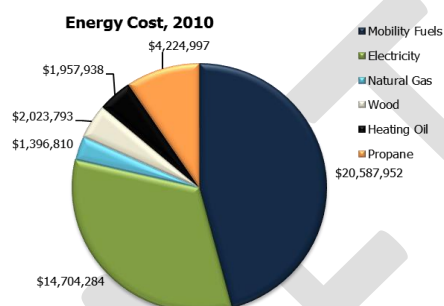
1. Report to the RDKB environment/sustainability committee for feedback & recommendation
2. Circulate DRAFT report to workshop participants, and identify additional stakeholders to contribute, e.g. School District 20, Business Community
3. Submit final Strategic Community Energy and Emissions Plan (SCEEP) to the Board, with goals, policies, and recommendations
4. Incorporate SCEEP into the Regional District policy framework
5. Ongoing SCEEP implementation



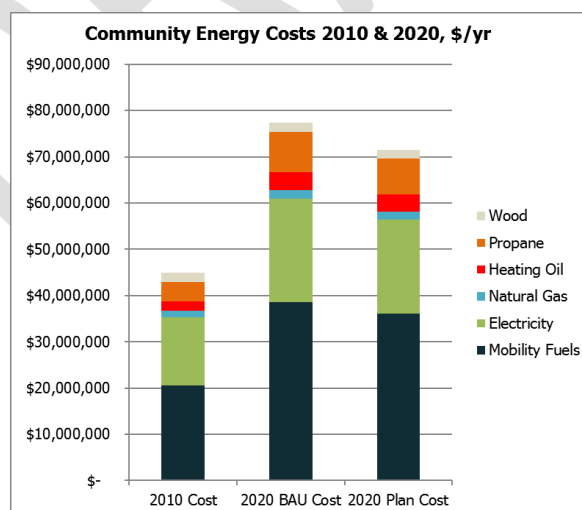
Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT**6****Community Financial Savings**

For the Regional District of Kootenay Boundary, only a small percentage of the energy dollars spent within the community remain within the region. A significant co-benefit of implementing this plan to reduce energy consumption and emissions is that reducing energy dollars spent helps residents and businesses reduce expenses. In addition, locally generated energy helps to keep energy dollars local rather than exported.

The following chart shows the approximately \$44.9 million (\$4,100 per capita) of Kootenay Boundary Unincorporated Areas community energy expenditures made in 2010, split by fuel type.



The impacts of the plan are shown in the following chart, comparing 2010 and 2020. Rural community energy costs are projected to be reduced by approximately 8% through plan implementation. The model assumes that energy prices will increase to 2020. So, the 8% plan cost reduction equates to about \$6million per year (\$540 per capita). Although energy prices are very difficult to predict, there is confidence that the price of electricity will increase over the next few years.



Introduction

Through Bill 27, local governments in BC are required to make efforts towards reducing the greenhouse gas emissions of their communities. In addition, considering the energy and emissions from the community can give opportunities for increased efficiency and financial savings for the rural population of approximately 11,000 people. The figures in this report are based on 2010 energy and emissions inventory data from the Province, and recent energy costing data.

Bill 27 background

Through the Local Government (Green Communities) Statutes Amendment Act, also known as Bill 27, municipalities and regional districts are required to include targets, policies, and actions towards reducing greenhouse gas emissions from their communities in their Official Community Plans and Regional Growth Strategies.

Strategic Community Energy and Emissions Planning

A Strategic Community Energy and Emissions Plan (SCEEP) evaluates a community's existing energy use and greenhouse gas (GHG) emissions with a view to improving efficiency, cutting emissions, enhancing community resilience, managing future risks, and driving economic development. A SCEEP usually encompasses building and site planning, renewable energy supply, land use and transportation planning, and infrastructure (including solid and liquid waste management). It provides guidance to a local government in long-term decision making processes.

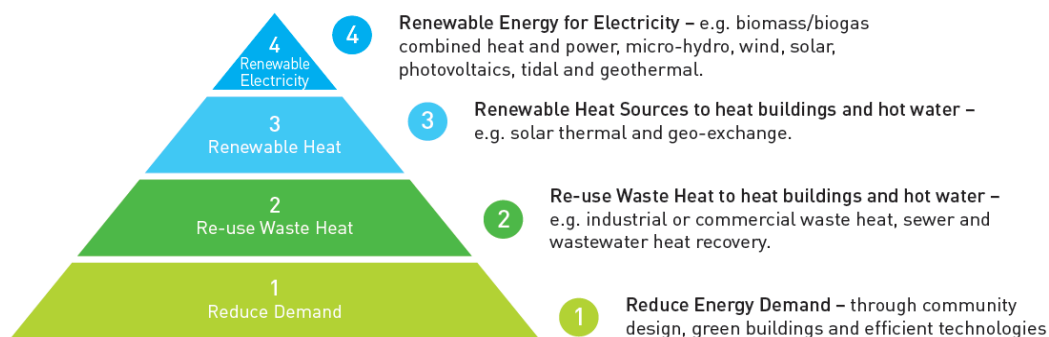
Most GHG emissions within a local government's jurisdiction result from energy consumption and the burning of fossil fuels. With this relationship it makes sense to combine GHG and energy planning into one integrated plan. While some communities have completed stand-alone energy or GHG action plans, the close linkages between energy and GHG emissions suggest that a combined plan is preferable. In this guide the term Strategic Community Energy and Emissions Plan (and the acronym SCEEP) is intended to incorporate both energy and GHG emissions, but not other emissions such as particulates or criteria air contaminants.

Energy Planning Hierarchy

Not all opportunities to influence energy and emissions across a community are created equally. It makes sense to reduce demand as much as possible first, since usually the best business cases are found through improving efficiency.



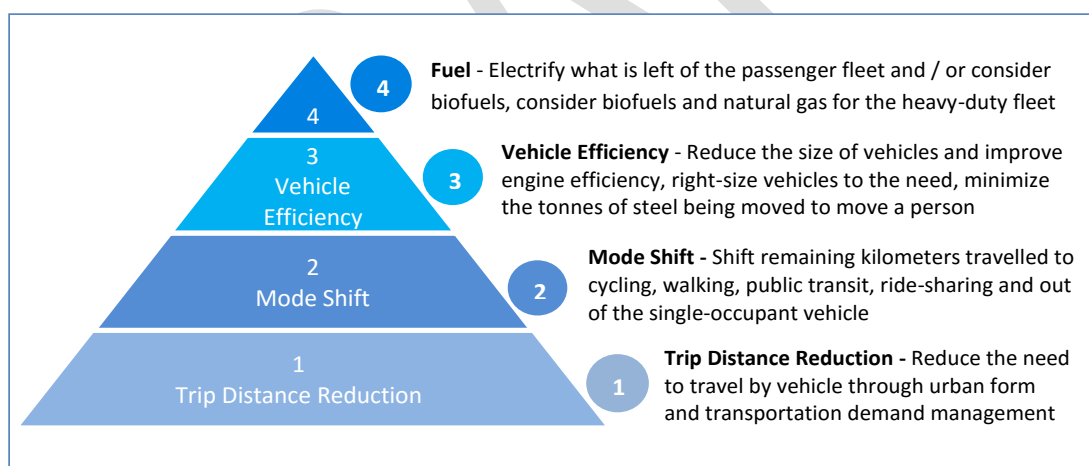
4 R's OF SUSTAINABLE COMMUNITY ENERGY PLANNING



Suggested steps in energy planning.

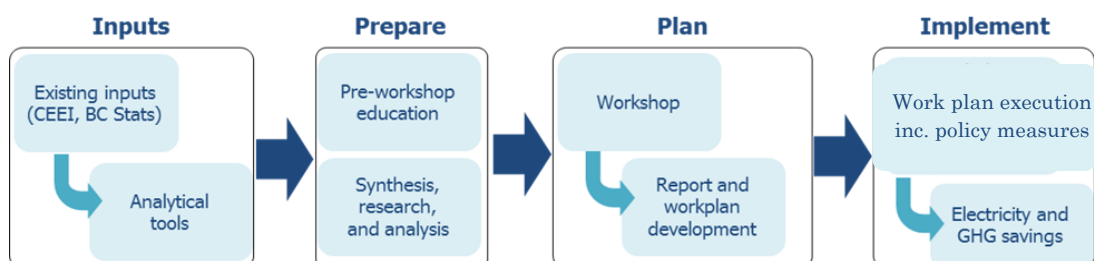
Concept source: Robyn Wark and Jorge Marques, BC Hydro

A similar hierarchy can be applied to the transportation sector. The easiest step to take is to reduce vehicular trip distances through appropriate urban form (planning) and transportation demand management.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT**9****SCEEP Actions Overview**

Strategic Community Energy and Emissions Planning (SCEEP) is initiative assisting Kootenay communities within the Columbia Basin and FortisBC electrical service area to develop a cost effective and practical SCEEP including an implementation timeline. The SCEEP process is depicted in the graphic below:

**REGISTRATION**

- Initial call with key staff to determine comprehensive community information for analysis by CEA and select preferred SCEEP workshop dates

PREPARATION

- Engage in a 1 hour webinar approximately 1 week prior to your workshop to build on foundations from the pre-workshop reading

PLANNING

- Develop a SCEEP in your 1.5 day workshop, led by an expert in the field, funded by FortisBC and Columbia Basin Trust

IMPLEMENTATION

- Complete report and gain Council approval, with up to 12 hours of support funded by FortisBC and CBT
- Work on implementing policy measures with up to 35 hours of funded coaching
- Keep CEA, FortisBC, and CBT informed of success stories
- Green your community and achieve electricity and GHG savings

Participant Commitments

SCEEP participants commit to and are responsible for:

- Taking ownership and demonstrating leadership concerning the SCEEP
- Submitting SCEEP to Council for approval
- Implementing the SCEEP in their community

A Strategic Energy and Emissions Plan is a comprehensive, long-term plan to improve energy efficiency, reduce GHG emissions, and foster local green energy solutions in the community.

A Strategic Community Energy and Emissions Plan evaluates a community's existing energy use and GHG emissions in order to reduce energy consumption and emissions, improve efficiency, and increase the local renewable energy supply. A SCEEP encompasses buildings, land use and transportation planning, infrastructure (including solid and liquid waste management), and renewable energy supply. It provides guidance to a local government in planning future developments and in long-term decision making processes.

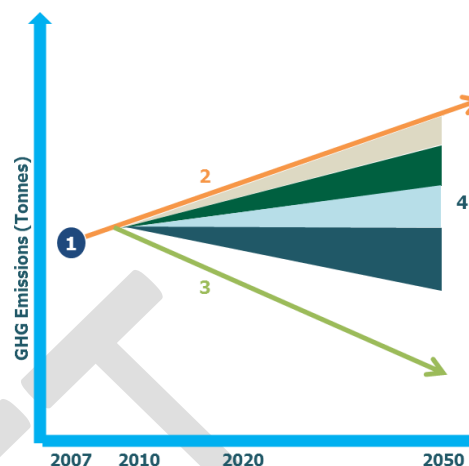


Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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There are four elements of a SCEEP:

1. **BASELINE:** 2007 Energy and Emissions, from the Community Energy and Emissions Inventory (CEEI), provided by the Province
2. **BUSINESS-AS-USUAL FORECAST**
 - a. Population forecast (BC Stats and local government)
 - b. Impact of provincial commitments (tailpipe standards, fuel standards, building code)
3. **TARGET:** From OCP or RGS GHG reduction target (legally required), expressed as an annual percentage
4. **ACTION PLAN:** To be developed from the SCEEP menu of 50 actions plus locally specific opportunities; and including an approach to estimating impacts.



Benefits of Developing a SCEEP

Reduce GHG emissions: Energy planning helps local government effectively manage GHG emissions. This contributes to mitigating climate change, and helps manage costs associated with carbon taxes and offsetting.

Reduction of energy costs: Energy planning improves budgeting and saves money.

Creation of jobs and stimulation of the local economy: a SCEEP can highlight opportunities for community development.

An opportunity to demonstrate leadership: a SCEEP contributes to a smart community plan, more efficient infrastructure, more livable neighbourhoods, and protection of the environment; showing leadership on multiple fronts.

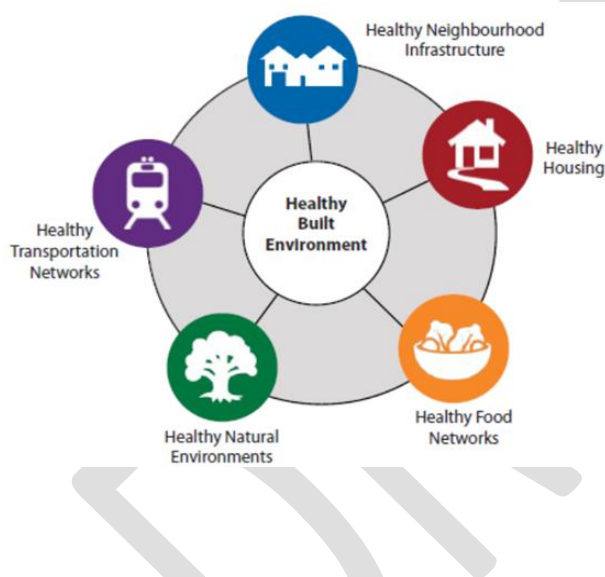


Action Plan

On January 19 and 20, 2016, a workshop was held with Regional District of Kootenay Boundary staff, Rural Area Directors, Interior Health, Ministry of Highways and Infrastructure, Montrose Village staff, Warfield Village Councillor, community representatives from Christina Lake, Kettle Valley Watershed, certified energy advisor, Lower Columbia Initiatives Corporation and Teck. The workshop was facilitated by Community Energy Association and Fortis BC. The project is funded by the FortisBC, Columbia Basin Trust and Natural Resources Canada.

Community Stakeholders are invited to participate in the Strategic Community Energy and Emissions Plan development. The stakeholders provide their perspective on collaborative opportunities to develop a plan to reduce energy and emissions and to enhance community health and livability.

Diagram source: Healthy Built Environments, Interior Health



Message from Interior Health:

Healthy Communities in IH is a set of complementary programs that work with local governments around the region to promote health and the creation of healthy public policy and planning. The rates of chronic diseases such as diabetes and cardiovascular disease are rising in Interior Health. Much of this increase is attributable to physical inactivity, tobacco use, and unhealthy diets, and is preventable. Community planning and design can influence the health of the population and reduce chronic disease. The IH healthy built environment (HBE) team, the community health facilitators, the tobacco reduction team, and the community food security team are available to collaborate with Local Government.

The workshop group looked at energy, emissions, and energy expenditure data for the community as a whole and decided on an action plan. The workshop group also noted that OCP policies and actions noted in the CARIP (Climate Action Revenue Incentive Program) reporting are supportive of many of the actions being discussed.

To assist with pre-workshop preparation, a one-hour preparatory webinar was held to provide background information on how energy planning initiatives can influence carbon emissions while also providing opportunities for financial savings within the community.

At the workshop a GHG reduction assessment tool was introduced. The tool has been provided to staff for use in further analysis, and is populated with data derived from calculations developed to assess the impact that various actions and strategies may have on GHG emissions into the future. The tool shows the final results in user friendly charts and graphs.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT**12**

The workshop group was provided with a collection of actions. Each action was discussed within the group and placed in one of four categories: “yes”, “no”, “maybe”, and “done”.

The actions were placed on a chart to create a plan for the years from 2016-2018. The group was invited to provide input on timing and sequencing of actions. Ongoing actions are also reflected in the plan.

Following this, key actions were discussed in more detail.



Current Emissions and ‘Business As Usual’ Projections

The Province of BC has calculated the total energy use and greenhouse gas emissions from the community for 2010 through the Community Energy and Emissions Inventory (CEEI). In 2010 total community annual energy expenditure was approximately \$44.9 million (\$4,100 per capita), and GHG emissions were approximately 70,500 tonnes (6.5 tonnes per capita). Further detail on the energy and emissions for the community can be found in the 2010 CEEI, which is in Appendix 1.*

For the modelling process, the workshop group used an annual community population growth rate of 0.25% and used the reduction target consistent in all of the Rural RDKB OCPs which is to reduce emissions 33% below 2007 levels by 2020. Without an action plan, and taking into account the population projection and Provincial policies, community emissions are predicted to change according to the tables and charts in the rest of this section as “Business as Usual”.

* Note the 2012 CEEI data is expected to be released by the Province in the coming months.

"Business As Usual" Projections & Target Overview

Community	Kootenay Boundary Regional District Unincorporated
Annual % target change in ghg	-3.00%
Population growth	0.25%
Default population growth	-0.92%
2007 Population	10,486
Start-year for actions	2016

Emissions Summary

2007 Emissions	68,034
2010 Emissions	70,497
Total Energy Expenditure	\$ 44,895,774
Per-capita energy cost	\$ 4,128
2010 Per-capita emissions	6.48

Targets Summary

	2016	2020	2030	2050
Total reduction	-24.0%	-33%	-50%	-73%
Per-capita reduction	-28%	-37%	-54%	-76%
Total GHG	51,722	45,789	33,766	18,362
Per-Capita GHG	4.7	4.1	3.0	1.5

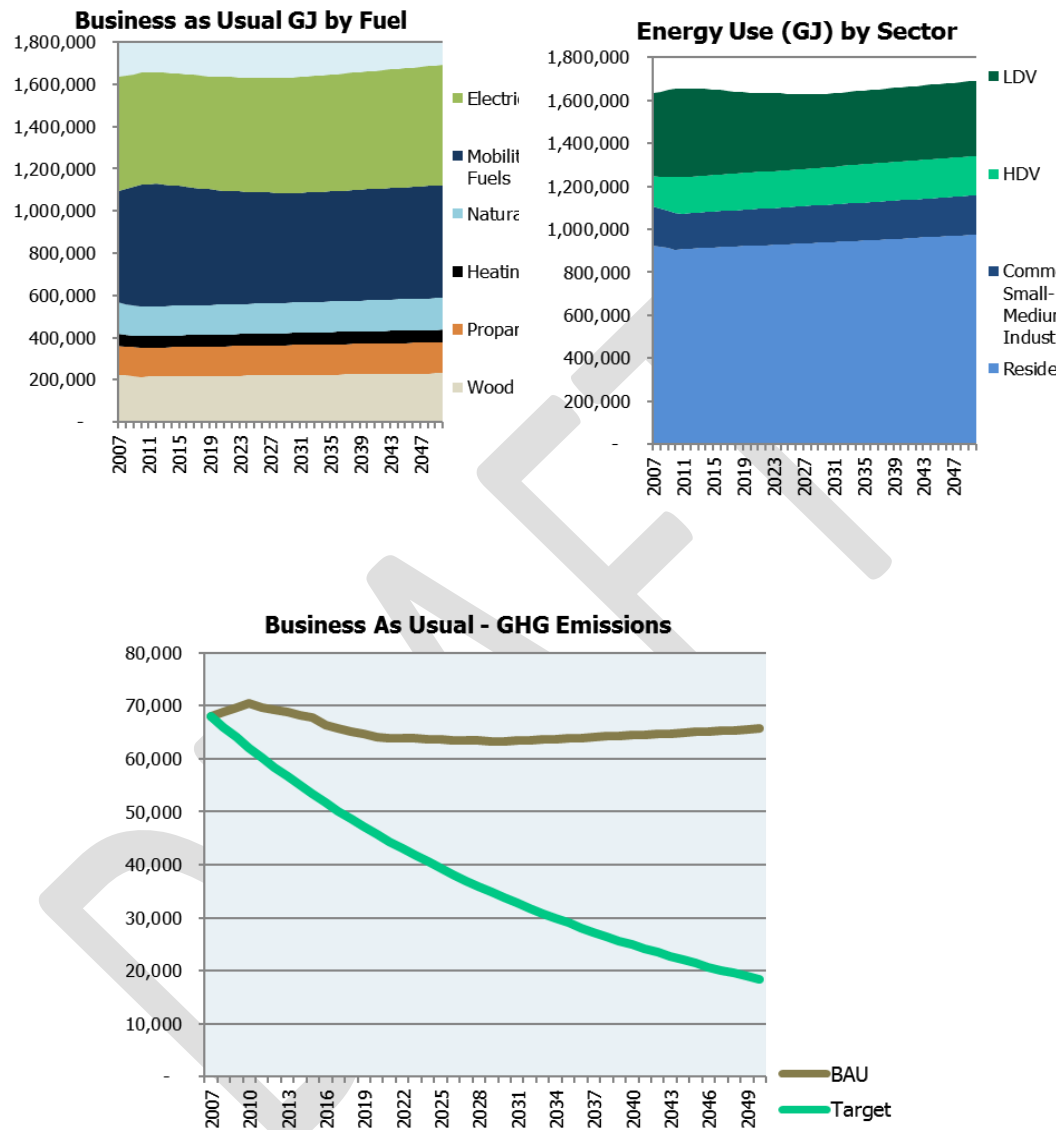
Business as Usual (BAU) Summary

	2016	2020	2030	2050
GHG's	66,363	64,072	63,287	65,661
GHG growth	-2%	-6%	-7%	-3%
Population	11,040	11,151	11,433	12,018
Pop growth	554	665	947	1,532
Pop Grow %	5%	6%	9%	15%
Per capita emissions	6.01	5.75	5.54	5.46



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Actions Already Initiated

The Regional District of Kootenay Boundary is already a climate action leader, and for its size has undertaken an impressive array of actions relating to reductions in community energy and emissions. These are summarized in the following table.

Actions reported completed by the workshop team. This list is by no means exhaustive:

Action	Year	Comments
5.1 Land use suite lite; and 5.2 Land use suite enhanced		RDKB has moved to allow secondary suites; develop complete communities; Christina Lake town centre and walkability; increase minimum parcel sizes as further from centre. Considers the whole planning process with key conversations on compact development.
5.6 Flow RGS, OCP, and LAP through to zoning		Incorporated in Planning Process
8.4 Identify green economy opportunities		<ul style="list-style-type: none"> Some opportunities identified have been dam expansion, organic diversion, bio-solid sales, and waste heat at Teck. Review of District Energy system in Greater Trail A new company has investigated using waste energy to power greenhouses.
Organics Collection		Introduced in Boundary and review to develop region wide organics collection
Carbon Neutral Kootenays	2009-2014	Participated in collaborative actions to reduce corporate carbon emissions.
Kootenay Energy Diet	2013	Support for Residential energy efficient upgrades in FortisBC program.

Action Plan

The action plan developed by the workshop group is shown below. Actions that are in the SCEEP Actions Guide but considered inapplicable, are not included below. The actions in the plan were categorised according to which year it was believed that they will be implemented or investigated.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Actions	Already done / ongoing	2016	2017	2018	2019	2020
1 Buildings Basics						
1.1 Promote electricity, natural gas, & other energy efficiency programs		X				
1.3 Building code energy efficiency - educate & support compliance		X				
2 Buildings High-Growth Measures						
2.1 Sustainability checklist for buildings		X				
2.2 Create rezoning policy to achieve desired energy performance		X				
2.3 Review zoning bylaw for opportunities to encourage energy performance		X				
2.6 Fee rebates to encourage improved energy performance			M			
2.8 DCC reductions or waivers for GHG's - Beaver Valley H2O system				M		
2.9 Explore DPA - to enhance energy performance (e.g. orientation, landscaping)		X				
2.10 Explore DPA - for on-site renewable energy			X			
3 Residential Buildings						
3.1 Sign on to solar-ready building code provision			X			
3.2 Education for developers - energy efficiency & renewable energy			X			
3.3 Education for realtors - energy efficiency & renewable energy			X			
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)			X			
3.6 Efficient wood stove program & bylaws		X				
4 Commercial / Institutional Buildings						
4.1 Promote the free Business Energy Advisor assessments			X			
4.3 Convert City owned ornamental streetlights to LED			X			
5 LDV Transportation Urban Form						
5.1 Land use suite "lite"		X				
5.2 Land use suite "enhanced"		X				
5.3 Street design		X				
5.4 Implement 30 km/hr speed limit in parts of the community			X			
5.6 Flow RGS, OCP, and local area plans through to zoning+B160		X				
NEW ACTION - tree retention / replacement bylaw to prevent erosion			X			
6 LDV Transportation – Infrastructure & Collaboration						
6.1 Active transportation planning			X			
6.2 Improve active transportation infrastructure			X			
6.3 Anti-idling campaign / bylaw				X		
6.5 Collaborate with major employers on work-related transportation				M		
6.6 Transit suite				M		
6.8 Support car share cooperatives			X			
6.9 Raising awareness of ride sharing and guaranteed ride home programs			X			
6.10 Low carbon and electric vehicle fueling/charging stations			X			
6.11 Electric vehicle & e-bike awareness event				M		
NEW ACTION - start planning for RDKB heavy duty fleet EVs conversion			X			
7 Waste						
7.1 Organics diversion - planning for soil organic matter retention			X			
7.2 Encourage water conservation			X			
7.3 Support local food production, e.g. farmers markets, community gardens				X		
8 Enabling Actions						
8.1 Review land use & transportation plans / policies for SCEEP incorporation			X			
8.2 Organizational structure for climate action - CEM mandate from CEA			M			
8.3 Establish a regional energy co-operative		X				
8.4 Identify green economy opportunities		X				
8.5 Leverage local government assets into community change				X		
8.6 Long-term, deep community engagement (culture change)		X				

The actions marked with an 'M' were categorised as 'maybes'.

The numbers of the actions listed above correspond to their numbers in the SCEEP Actions Guide (see Appendix 2), which contains further detail about each of them. Some new actions were also created and not listed in the SCEEP Actions Guide (for further details on this see the "Unpacking Actions" sub-section). Information on FortisBC DSM program incentives found on the website:

<http://www.fortisbc.com/Rebates/RebatesOffers/>.



Unpacking Actions from the Action Plan

The main workshop day of January 19 included an in-depth discussion of all the opportunities and actions.

Ways to proceed with the actions were discussed and are outlined in the table. Some Action items are noted as “Ongoing” which are already in place or occur annually. Other “Action Items” will be worked upon within the next five years or “maybe” worked upon in the timeframe.

Action	Year	Effort	Comments
1. Buildings - Basics			
1.1 Promote electricity, natural gas, and other energy efficiency programs	1	Low to medium	<p>All of the FortisBC energy efficiency incentive programs and the Province's incentives to shift homes from heating oil to heat pumps will be marketed by RDKB where possible.</p> <p>HERO can be marketed when people apply for permits to conduct renovations, and could be marketed on the website.</p> <p>New Home program applies to building permits for new homes.</p> <p>In consultation with FortisBC, Energy Saving Kits and ECAP could be marketed in some areas through a letter from the Electoral Area Director to residents. FortisBC need to be consulted to ensure that these programs are not over-subscribed and that the timing of the marketing would be right. These programs could also be promoted when seniors get their discount on their property taxes. Energy Saving Kit installations could also be combined with requesting funds for a community group, and that community group could conduct the installation of the measures in the Energy Saving Kits.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • RDKB to contact FortisBC & the Oil to Heat Pump Incentive program to discuss & obtain leaflets <p>Partners</p> <ul style="list-style-type: none"> • FortisBC • Oil to Heat Pump Incentive program <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • RDKB could potentially waive the renovation permit cost if a homeowner participates in HERO program • Liability may be an issue with getting a community group to install measures from Energy Saving Kits



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Action	Year	Effort	Comments
1.3 Building code energy efficiency - educate & support compliance	1	Low	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review BC Hydro's checklist for section 9.36 of the BC Building Code when it's available Promote educational opportunities where appropriate <p>Partners</p> <ul style="list-style-type: none"> Community Energy Association <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Many people build without getting permits There's only limited new construction activity
2. Buildings – Growth Measures			
2.1 Sustainability checklist for buildings	1	Low	<p>RDKB does Building Inspection for all member municipalities except for Rossland and Grand Forks.</p> <p>The checklist is an information piece for builders and a good idea. The building department is often the first point of contact for builders or homeowners. Links to Fortis programs and information on saving money in the building process is valuable.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> CEA prepare a 1-3-page sample checklist for review. Ensure that information on energy efficiency in subdivisions is included in checklist. Ensure Actions 2.9 and 2.10 (DPAs) are reflected in checklist Building Inspection to add checklist and Fortis program information to the building permit application and hand out. <p>Partners</p> <ul style="list-style-type: none"> CEA Building departments MOTI and subdivision referrals FortisBC programs IH for healthy living information <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Montrose building scheme applies to entire village; a sustainability checklist could include this scheme, education and other information to provide to builder/homeowner at building planning stage.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Action	Year	Effort	Comments
2.2 Create rezoning policy to achieve desired energy performance	Done/ Ongoing	Medium	<p>RDKB has conservation subdivision component section in Area B OCP that encourages cluster rural development with criteria</p> <p>OCP provides guiding principles with energy efficiency language.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review conservation component policies Add Conservation subdivision component to other OCPs Consider rezoning policy as part of workplan on cycle of review Add to annual work plan <p>Partners</p> <ul style="list-style-type: none"> Steering committee ACPs
2.3 Review zoning bylaw for opportunities to encourage energy performance	Ongoing	Medium	<p>Usually not an issue except maybe at places with smaller lots in Christina Lake or Big White.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review for Big White and high density areas like Christina Lake Review height exceptions <p>Partners</p> <ul style="list-style-type: none"> APCs <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Note that APCs review buildings and not permanent structures.
2.6 Fee rebates to encourage improved energy performance	Maybe 1	Medium	<p>This action is a Maybe</p> <p>Investigate and find additional revenue to offset loss of fees. This is a tool to refund fees if building built to a specific energy standard. It is a standard approach to all buildings.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> CEA provide information on sample fee rebate programs in province. From CEA report, RDKB to consider fee rebate program <p>Partners</p> <ul style="list-style-type: none"> CEA



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Action	Year	Effort	Comments
2.8 Development Cost Charge (DCC) reductions or waivers, for GHG's	Maybe 3	Medium	<p>This action is a Maybe</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Review opportunity <p>Partners</p> <ul style="list-style-type: none"> • Environmental service department • Village of Fruitvale – Village operates service that RDKB owns
<p>2.9 Development Permit Area (DPA) - to enhance energy performance (e.g. orientation, landscaping); and</p> <p>2.10 DPA - for on-site renewable energy</p>	Ongoing and 1		<p>RDKB has some DPAs concerning water conservation. Consider broadening scope. Area D has some policy.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Explore DPAs • Some Areas have policy so develop consistent policy for all areas. • Continue to monitor OCPs and their energy performance policy. • Add DPA information to sustainability checklist (Action 2.1) <p>Partners</p> <ul style="list-style-type: none"> • Planning department • CEA <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • There have been no big subdivisions in a long time. • Retrofit of buildings is to be encouraged • New Area OCPs have open policy direction.
3. Residential Buildings			



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Action	Year	Effort	Comments
3.1 Sign on to solar-ready building code provision	1		<p>Discussion on greening of building code. Solar ready requirements may be written into code.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review need for change as there may be solar ready provisions in new Building Bylaw. <p>Partners</p> <ul style="list-style-type: none"> Province - BC Building Code <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Changing Building Code and different jurisdictions Midway has introduced solar ready requirements
3.2 Education for developers – energy efficiency & renewable energy	1	Low to Medium	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review with HPO to understand plan Provide FortisBC program information in building permit packages <p>Partners</p> <ul style="list-style-type: none"> FortisBC program HPO BC codes Building Departments
3.3 Education for realtors - energy efficiency & renewable energy	1	Low to Medium	<p>A Realtor Home Energy Workshop is being held in Nelson on March 10.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Promote Nelson event to local realtors <p>Partners</p> <ul style="list-style-type: none"> FortisBC Real Estate community Chamber CEA coordinating Nelson workshop <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Some may not want to know this information. 90% of homeowners consider energy efficiency important when purchasing a home.



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Action	Year	Effort	Comments
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)	1	Medium	<p>FortisBC would like to do this and would lead, but this action is dependent on what occurs regarding Provincial and possibly also Federal support on residential energy efficiency programs. The RDKB participated in the 2013 Kootenay Energy Diet (KED) campaign.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Get testimonials and results numbers from KED and review with FortisBC • Promote new campaign and incentives once underway. <p>Partners</p> <ul style="list-style-type: none"> • FortisBC • RDKB • Potentially local chambers
3.6 Efficient wood stove program & bylaws	Ongoing	Low	RDKB participates in the wood stove exchange program.
4. Commercial/Institutional Buildings and Transportation			
4.1 Promote the free Business Energy Advisor assessments	1	Low	<p>The Business Energy Advisor (BEA) program is now administered by the utilities with reduced Provincial involvement. Businesses in RDKB can obtain a free energy assessment. The program is focussed on targeting businesses that will make improvements, and less on mass marketing.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Fortis to provide information <p>Partners</p> <ul style="list-style-type: none"> • RDKB Building Department <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Understanding impact of new building code for renovations. • Energy Assessments now mandatory under building code so this may be less relevant



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Action	Year	Effort	Comments
4.3 Convert local government owned streetlights to LED	1	Medium to High	<p>Fortis owns most of streetlights. RDKB has committed to replacing all lights with LED for all facilities. i.e., Grand Forks arena.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Encourage Fortis to change out street lights to LED. <p>Partners</p> <ul style="list-style-type: none"> RDKB FortisBC
5. Light Duty Vehicle Transportation – Urban Form			



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Action	Year	Effort	Comments
5.3 Street design	Ongoing		<p>The highways in region are the connection between communities. A lot can be done to make them safe places to bike and walk and promote active transportation.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Review SCEEP at annual meeting with MOTI, ongoing discussion re: sidewalks, bike ways, transit, etc. • Update general street design policies in OCPs • When referral process comes from MOTI for subdivision, comment on adequate road allowance, accessibility, safety, walking paths in subdivisions • Note transportation linkages in OCP and when roads in MOTI repaving cycle, add shoulders for bikes. • UBCM meeting with MOTI to discuss policies, develop partnerships, determine what RDKB can do <p>Partners</p> <ul style="list-style-type: none"> • MOTI responsible for sidewalks • IH can provide health evidence to support more sustainable planning and active transportation. <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • IH example: Clearwater's Road-Cross Section Bylaw, where the District of Clearwater engaged stakeholders to address the risks to the economic sustainability and the health of its residents. This included developing a long-term road-networking plan to help increase economic activity and to improve connectivity so that residents would be inclined to choose active transportation over vehicle transportation. • Highway was realigned in Montrose, some roads closed, street lights installed at crosswalk.



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Action	Year	Effort	Comments
5.4 Implement 30 km/hr speed limit in parts of the community	1	Medium	<p>A lower speed limit in residential areas promotes a safer environment for active transportation and saves fuel. Focus this action on higher density areas such as the 7 cluster communities in the Genelle area along the highway. This should be in every community.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Implement lower speed limits in all of the old compact communities in Area B. • Discuss with Rossland and Montrose their implementation process. • Prepare AKBLG resolution that old town sites and high density areas be implemented to a 30 km/hr speed limit. • In MOTI subdivision referral process, comment on speed limit. <p>Partners</p> <ul style="list-style-type: none"> • MOTI – policy and signage • RCMP/ICBC – enforcement and accident data • IH to review active healthy communities and reduced speed limit • CEA to review process followed in Rossland <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Municipalities have autonomy with their road network. Enforcement of speed limits is more challenging in rural areas. • School zones can enforce speed limits.
NEW ACTION - tree retention / replacement bylaw to prevent erosion	1		<p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Develop bylaw <p>Partners</p> <ul style="list-style-type: none"> • RDKB • Watershed Management Programs
6. Vehicle Transportation – Infrastructure & Collaboration			



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Action	Year	Effort	Comments
6.1 Active transportation planning	2	Medium to high	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> • RDKB to investigate whether an active transportation strategy is feasible • Transportation should be identified as a priority in the OCPs where feasible <p>Partners</p> <ul style="list-style-type: none"> • Ministry of Transportation and Infrastructure (MOTI) • Community organizations such as Christina Gateway CDA (Community Development Association) • BC Transit • Interior Health (IH) <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Funding may be available, e.g. from the Province, for an active transportation strategy • Public transit and other forms of alternative transportation could be included in the strategy. There can also be a linkage with economic development (i.e. trails and tourism) • IH will participate, and can support initiatives with resources, people, and health evidence • There are engaged active trails groups in the area. • Getting pavement markings for bicycles on side streets in unincorporated areas is very difficult, e.g. in Christina Lake. MOTI would not do it



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Action	Year	Effort	Comments
6.2 Improve active transportation infrastructure	2	High	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Priorities would flow out of the active transportation strategy • Some priorities and shovel-ready projects could also be identified in the likely event that significant Federal infrastructure funding is announced <p>Partners</p> <ul style="list-style-type: none"> • Same partners as involved with developing the active transportation strategy, and more • BikeBC can be a funding partner, helping to establish bicycle paths <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Funding infrastructure can be a challenge • The Federal government should announce some details on infrastructure funding soon. It should be possible to use this funding to match with Provincial sources of funding
6.3 Anti-idling campaign	3	Low	<p>This to be a campaign and not a bylaw.</p> <p>Signage is the best way forward for RDKB. There may already be some signage, e.g. around schools. It may be possible to obtain signs from IdleFree BC.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Contact Idle Free BC regarding whether signage is available • Determine possible locations for signs • Promote no idling at schools • Education campaign <p>Partners</p> <ul style="list-style-type: none"> • Idle Free BC • School Districts • School youth ambassadors • IH <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Interior Health may be able to support with health evidence



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Action	Year	Effort	Comments
6.5 Collaborate with major employers on work-related transportation	Maybe 3	Medium	<p>Action is a maybe.</p> <p>There used to be an excellent coop bus system that would shuttle employees to & from Teck from the surrounding communities. It is much reduced compared to how it used to be, and the reasons for this could be investigated.</p> <p>Perhaps the coop bus service could be reinvigorated, or BC Transit services connecting to Teck could be improved.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Analysing these options could become part of the transportation strategy <p>Partners</p> <ul style="list-style-type: none"> Teck & other major employers The bus coops BC Transit <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Current BC Transit services to & from Teck are somewhat limited, and the timing may not be ideal There could be a great economic incentive for Teck in considering this. If space required for employee parking could be reduced, then that valuable real estate could be used for other purposes by Teck, or leased, or sold
6.6 Transit suite	Maybe 3	Medium to high	<p>Action is a maybe</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Consider expanding the scope of the active transportation strategy to include a transit component Expand transit or make more effective use of it MOTI advised there will be more focus on improving transit <p>Partners</p> <ul style="list-style-type: none"> Existing transit committee in RDKB BC Transit Teck & other major employers MOTI



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Action	Year	Effort	Comments
6.8 Support car share cooperatives	2	Medium	<p>RDKB would be unlikely to take the lead on this action, but could be supportive.</p> <p>There is no carshare coop in the Boundary area currently. Rossland has a branch of the Kootenay Carshare Coop.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • A community organization to take the lead on this action <p>Partners</p> <ul style="list-style-type: none"> • Kootenay Carshare Coop <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Low population density in rural areas makes this action difficult.
6.9 Raising awareness of ride sharing and guaranteed ride home programs	2	Medium	<p>RDKB would be unlikely to take the lead on this action, but could be supportive.</p> <p>The Kootenay Rideshare software is open source, so other organizations can use it. Hitchplanet is a similar service.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • A community organization to take the lead on this action <p>Partners</p> <ul style="list-style-type: none"> • Kootenay Rideshare • Hitchplanet • MOTI – designated rideshare parking lots



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Action	Year	Effort	Comments
6.10 Low carbon and electric vehicle fuelling / charging stations	2	Medium	<p>The existing electric vehicle charging network in the region could be improved, both with level II (i.e. slower chargers) and level III (i.e. DC Fast Chargers).</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Determine where the best locations for EV charging stations would be, and how they could be paid for. E.g., investigate how the Level III charging stations in Keremeos and Penticton (which are also in the FortisBC electrical service area) were paid for <p>Partners</p> <ul style="list-style-type: none"> PlugIn BC Columbia Basin Trust LCIC as part of the Electric Highway 3B <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> RDKB buildings like pools, libraries, etc., could install level II EV chargers. RDKB residents with electric vehicles could charge up their vehicles as they use those facilities A level II charging station in Christina Lake could be a good opportunity Level III charging stations can be quite expensive to purchase and install
6.11 Electric vehicle & e-bike awareness event	Maybe 3	Low to Medium	<p>Action is a maybe.</p> <p>RDKB may not take the lead on this action, but could be supportive.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Investigate what funding may be available, and what supportive role RDKB could take <p>Partners</p> <ul style="list-style-type: none"> Plug In BC, may have funding to pay for an event Existing owners of electric vehicles who can describe what driving their vehicle is like, e.g. personal vehicle owners and the Village of Montrose



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Action	Year	Effort	Comments
NEW ACTION – start planning for RDKB fleet EVs conversion	1	Medium	<p>Fleet vehicles can be electric, including heavy duty vehicles. Planning could start for shifting these vehicles to electric. "Lead by example".</p> <p>RDKB "Green Fleet Vehicle Purchasing Policy" does allow for the purchase of hybrid vehicles.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Create a strategy for shifting fleet vehicles to electric • Review RDKB purchasing policy • Research market to find reliable electric 4-wheel drive vehicle. <p>Partners</p> <ul style="list-style-type: none"> • Plug In BC • EV dealers <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • The costs mean that this will likely take some time • Funding for purchasing vehicles and/or charging stations may be available from Plug In BC • Conversion to electric vehicles can save a lot of money, particularly if the vehicles will have high utilization
7. Waste			
7.1 Organics diversion	2	Medium to High	<p>Grand Forks pilot working towards expanding region wide. Organics Diversion now in Areas C and D.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Infrastructure upgrade • Expanding throughout region • Sludge composting <p>Partners</p> <ul style="list-style-type: none"> • Public • RDKB <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Land • Planning for soil organic matter retention



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Action	Year	Effort	Comments
7.2 Encourage water conservation	1	Medium	<p>Boundary Area has improvement districts or Municipal water systems. The RDKB owns a few small water systems in the Kootenay Area.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Draft plan • Get all water providers to have drought management bylaws <p>Partners</p> <ul style="list-style-type: none"> • Water providers • RDKB
7.3 Support local food production, e.g. farmers markets, community gardens, community greenhouse	2	Medium	<p>Initiative in RDCK, RDKB, RDEK to hire jointly funded agricultural liaison officer. Each RD agriculture plan recommends hiring an agricultural officer. This is impetus to investigate possibility of a regional position.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Develop business plan for a jointly funded agricultural liaison officer • Hire liaison officer for awareness and outreach. <p>Partners</p> <ul style="list-style-type: none"> • Agricultural societies • Regional districts <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Limited capacity and funding
8. Enabling Actions			
8.1 Review land use & transportation plans / policies for SCEEP incorporation	1	Low to Medium	<p>The OCPs have transportation planning components within.</p> <p>RDKB has a trail system and Regional transit board for RDCK and RDKB.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Ongoing in workplan • Review transit system and usage. Bring to Regional Transit board discussions • Update OCPs and transportation plans to name SCEEP actions within. <p>Partners</p> <ul style="list-style-type: none"> • APCs • Regional Transit board



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Action	Year	Effort	Comments
8.2 Organizational structure for climate action	Maybe 1	Low to Medium	<p>This action is a Maybe</p> <p>Discussion on the opportunity to share a community energy manager to work at a regional level for implementation of the SCEEP Action Plan.</p> <p>Sustainability is often not a dedicated service, but rather done from the side of a desk. Also there is a need for a coordinated effort that is cross departmental to avoid the silo effect.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • CEA to provide a brief on the RDEK shared energy manager contract. <p>Partners</p> <ul style="list-style-type: none"> • FortisBC • CEA • Columbia Basin Trust <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • RDEK has a Community Energy Manager position funded jointly by BC Hydro, Columbia Basin and the RD. • Carbon Neutral Kootenays project was an example of a shared corporate energy manager to work on sustainability and produce results in GHG reductions.



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Action	Year	Effort	Comments
8.3 Establish a regional energy cooperative	Ongoing	High	<p>There is a Regional mayor's committee in place that has worked on the electric highway and adding EV charging station in municipalities. Great opportunity to pool resources and lobby provincial government.</p> <p>RDKB has the energy and sustainable committee which is open to ideas and can provide advise and support.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Keep discussion open • Review Teck waste power idea • Bring ideas to ABKLG to build regional support for regional energy opportunities. <p>Partners</p> <ul style="list-style-type: none"> • LCIC – keep discussion open • LCCDT • RDCK • AKBLG/Mayors Regional Committee <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Teck waste power was found to not be economically feasible. But project should remain on backburner for future review. • AKBLG supports strategic planning. For example, the regional approach to electric vehicle charging stations.



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Action	Year	Effort	Comments
8.5 Leverage local government assets to create expertise and community-wide change	2	Low to High	<p>The Might-E vehicle in Montrose saves GHGs in operations. It also is used for promotional activities and to “lead by example”. Noting reductions in GHGs can justify upgrades to water treatment versus business as usual.</p> <p>RDKB Board office is LEED Silver. Promote this and tell the community the savings gained; the business case.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Newsletters • Regular newspaper articles to promote energy efficiency • Addition to Town Hall Meetings: discuss RD energy efficiency • Use Town Hall meetings for a “what has been done” recap as well as a what to do. • Advertise the RDKB LEED plaque in Board office. • Board looking to hire a communications officer. The position could be tied to Regional Community Energy Manager. • CAO to add “Energy Efficiency recap” to Area B Town Hall Meeting <p>Partners</p> <ul style="list-style-type: none"> • RDKB • Municipalities • FortisBC – to explore Community Energy Manager idea <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Education is key. Public needs to be informed on why money spent to upgrade buildings and how much energy and money is saved. • Each Area puts out newsletter sporadically. Each municipality has newsletter 3-4 times per year. There is an opportunity to combine messaging/resources. • SCEEP is an opportunity to get things done, provide information to partners and residents, to promote success and actions



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Action	Year	Effort	Comments
8.6 Long-term, deep community engagement (culture change)	Ongoing	Medium to High	<p>This is ongoing and requires a multiple strategy plan. Continue to promote actions.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Add to RDKB communications • Use consistent messaging in newsletters. • Hire dedicated communications person <p>Partners</p> <ul style="list-style-type: none"> • RDKB communications • Municipalities <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Area B – Lower Columbia Old Glory has newsletter but there is a need for a consistent RDKB newsletter and hot topic messages. • Community bill boards could post rural and Municipal information/flyers • Municipal newsletters often found in recycling; find new ways to encourage readership.



Potential Community Engagement Opportunities

Community engagement provides an opportunity for the local government to present the SCEEP, and to highlight some of the energy and emission reduction actions already in place. This demonstrates commitment and leadership, and sets a positive example for the community. i.e.

- Invite local experts or relevant businesses/organizations to set-up a booth at an event to share the services or products they offer that will support GHG emission reductions and energy efficiency
- Encourage input into the SCEEP through an interactive wall chart timeline of energy and emissions actions. Invite participants to add their own ideas or commitments to the timeline
- Invite FortisBC to share information about incentives or other programs that are available to encourage energy efficiency.

Next Steps

Suggested next steps for the SCEEP are:

1. Report to the RDKB environment/sustainability committee for feedback & recommendation
2. Circulate DRAFT report to workshop participants, and identify additional stakeholders to contribute, e.g. School District 20, Business Community
3. Submit final Strategic Community Energy and Emissions Plan (SCEEP) to the Board, with goals, policies, and recommendations.
4. Once SCEEP has been approved by the Board, incorporate into Planning Documents and budgets.
5. Incorporate SCEEP into Regional District's policy framework
6. Ongoing SCEEP Implementation
7. Renew by reviewing SCEEP in 3-5 years.

Incorporating	Budgeting	Monitoring	Convening	Reporting	Renewing
SCEEP into other planning documents and plans: <ul style="list-style-type: none"> • OCPs • Transportation • Solid Waste • Sustainability • Strategic 	SCEEP Actions into budgeting process	SCEEP implementation <ul style="list-style-type: none"> • Indicators for specific Actions, i.e., # home energy assessments 	Regular meetings to discuss implementation: <ul style="list-style-type: none"> • Environmental Services Committee • Staff meetings • Committee of Whole 	Reports to Board <ul style="list-style-type: none"> • Integrate with reports on other plans. 	Prepare for plan renewal every 3-5 years.

Results of Actions

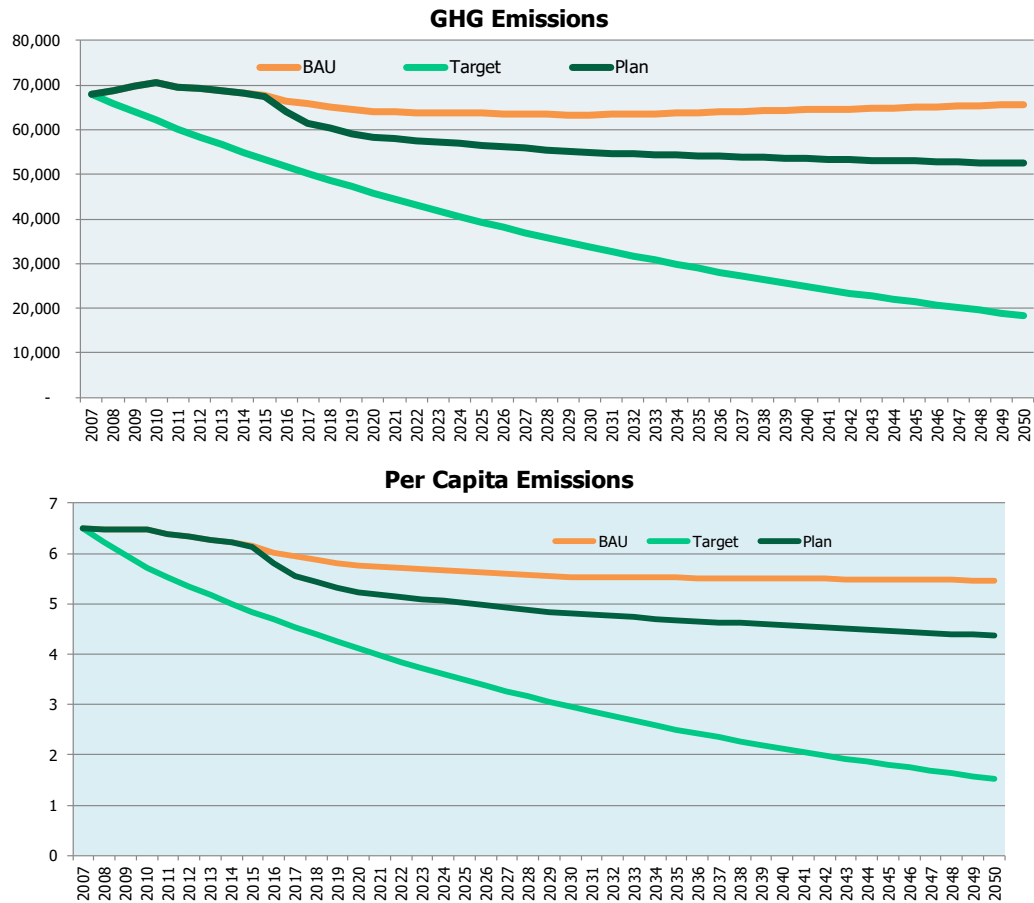
The estimated impact of the plan on community greenhouse gas emissions (in tonnes of GHGs per year) is shown below. Significant emissions reductions will be achieved beyond Business As Usual, however there is still a considerable gap to the GHG target trajectory.

The Regional District has levers to reduce community energy and emissions and can move closer towards its target, but many things do remain outside of the Regional District's control including Federal and Provincial actions, and technological changes. These may provide significant assistance towards meeting the target.

Note that actions to reduce electricity consumption will result in financial savings for the community, but will not result in significant savings in emissions. Electricity in BC has a very low greenhouse gas intensity, and should be carbon neutral from 2016.



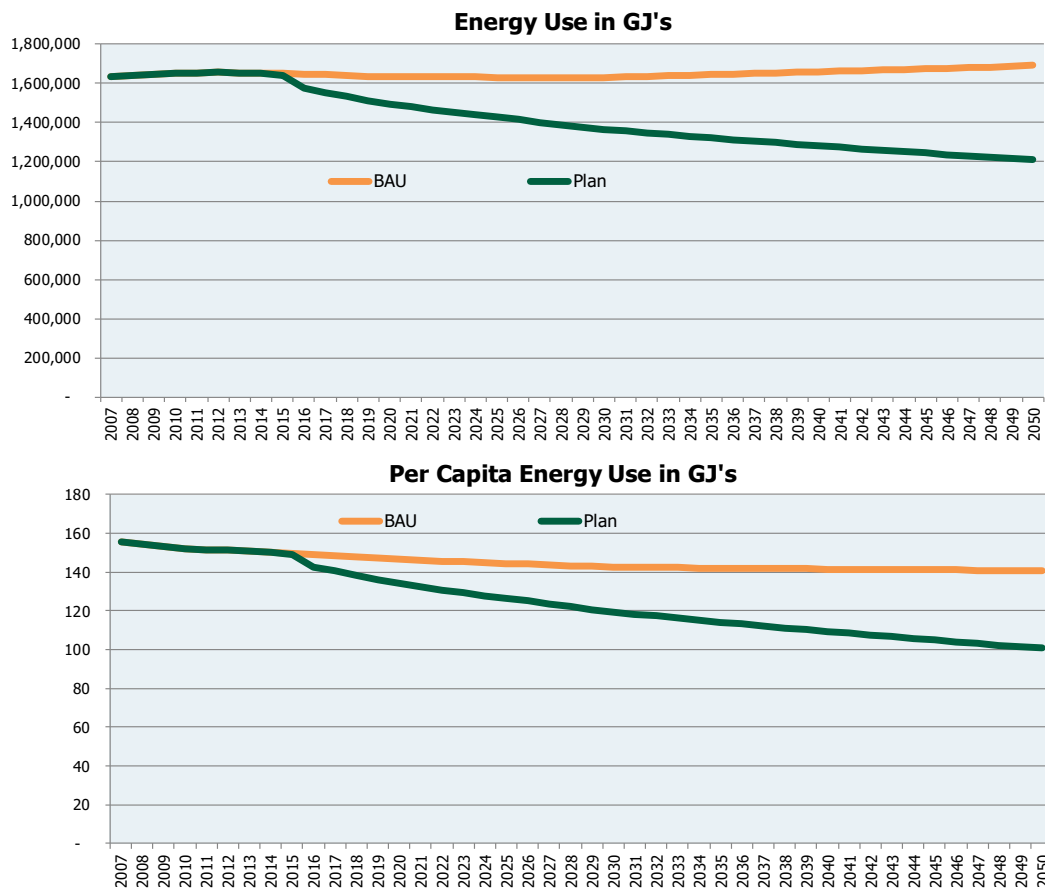
Overview GHG Emissions



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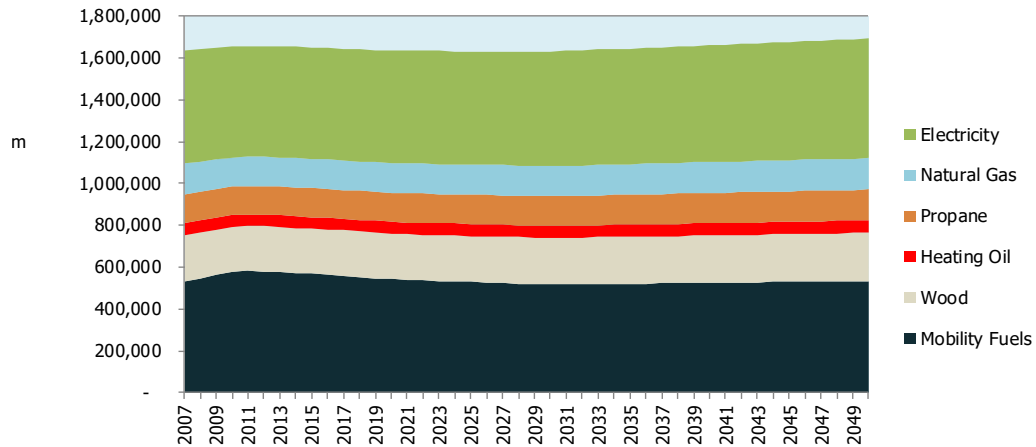
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Overview Energy Use (GJ)

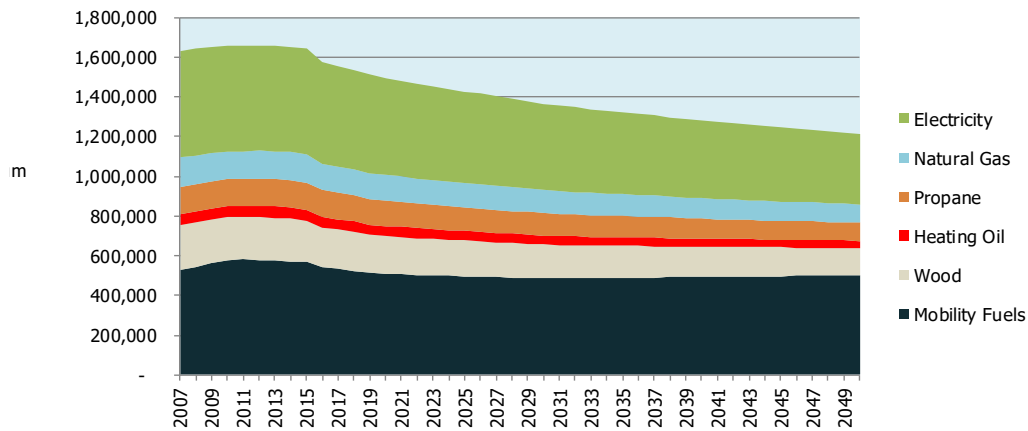


Energy Use by Fuel

BAU Energy Use by Fuel, GJ/year

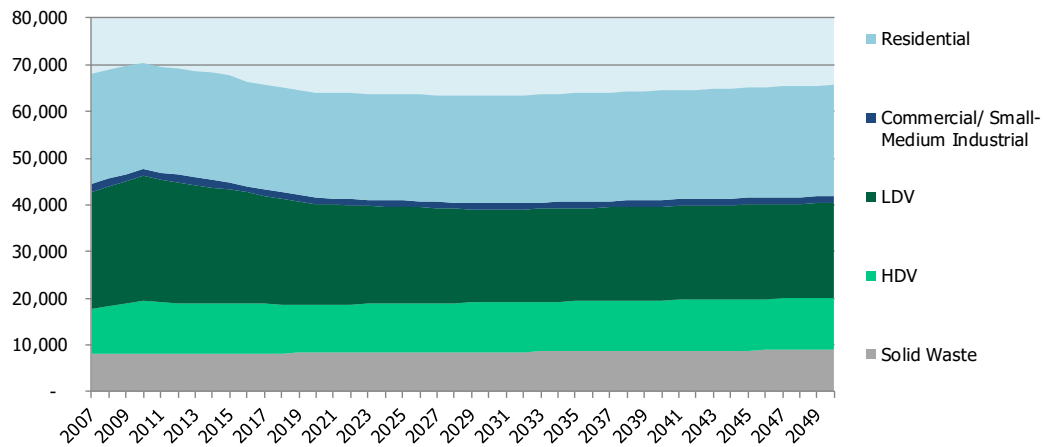


Planned Energy Use by Fuel, GJ/year

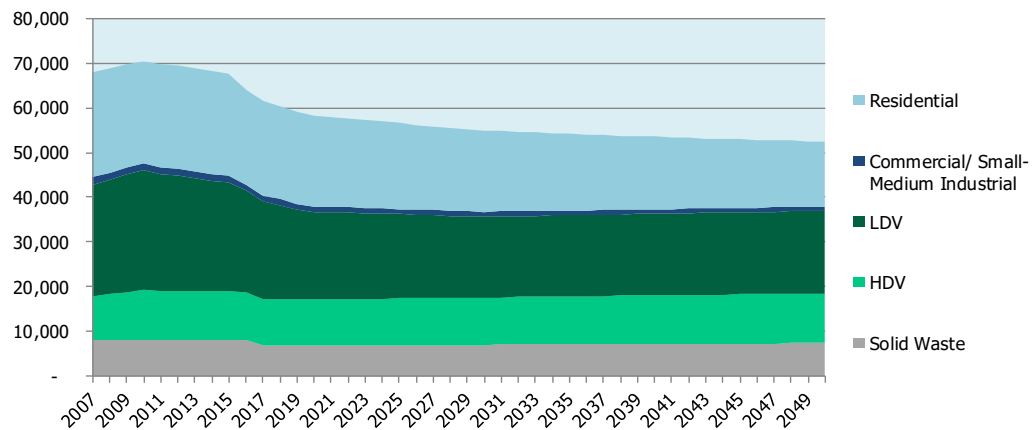


GHGs by Sector

BAU GHGs by Sector, tonnes/year

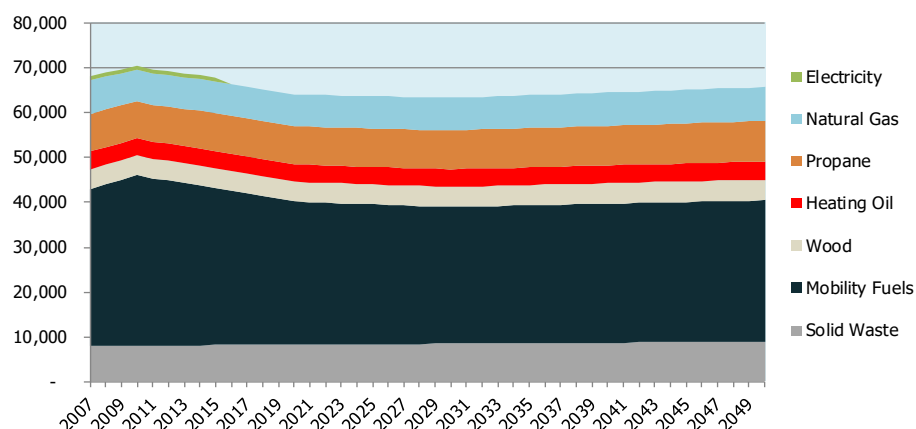


Planned GHGs by Sector, tonnes/year

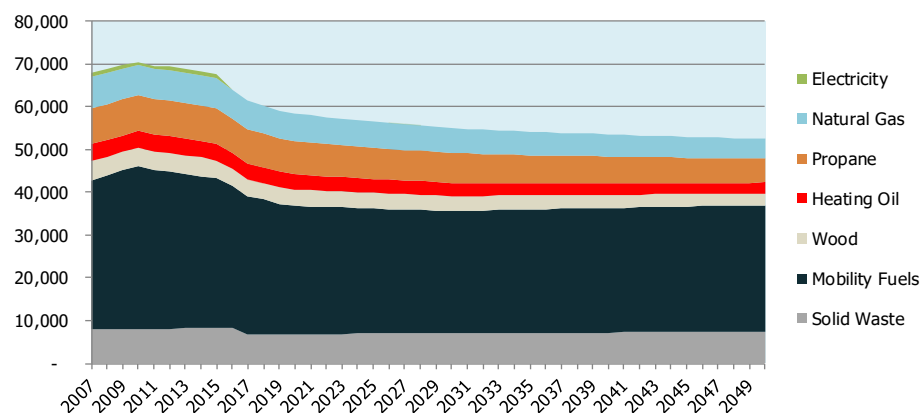


GHGs by Fuels & Waste

BAU GHGs by Fuels & Waste, tonnes/year



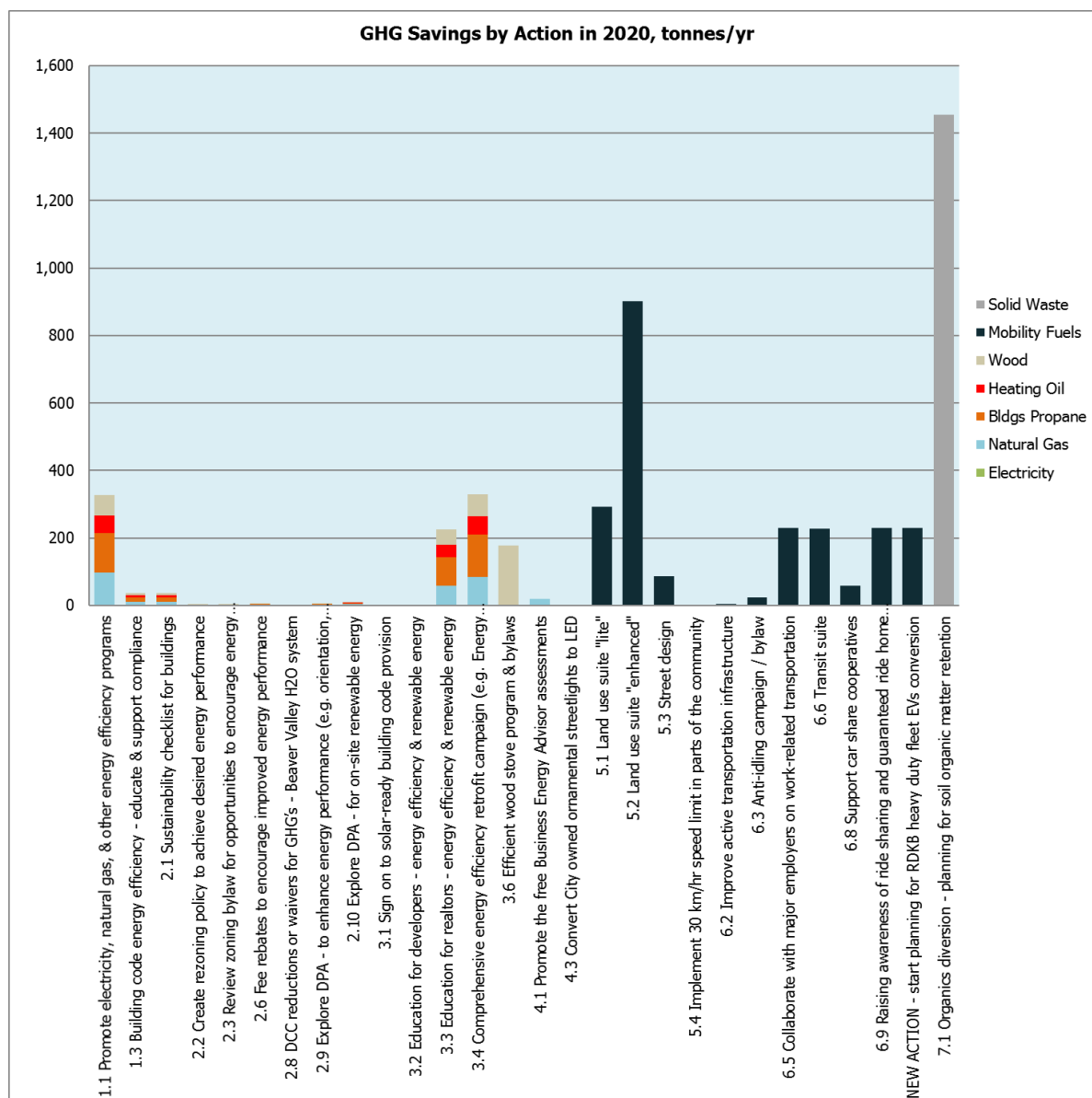
Planned GHGs by Fuels & Waste, tonnes/year



Note that the Province of BC has committed to a carbon-neutral electricity grid by 2016. In the model electricity emissions become zero from 2016 and remain there for the duration of the projected period.

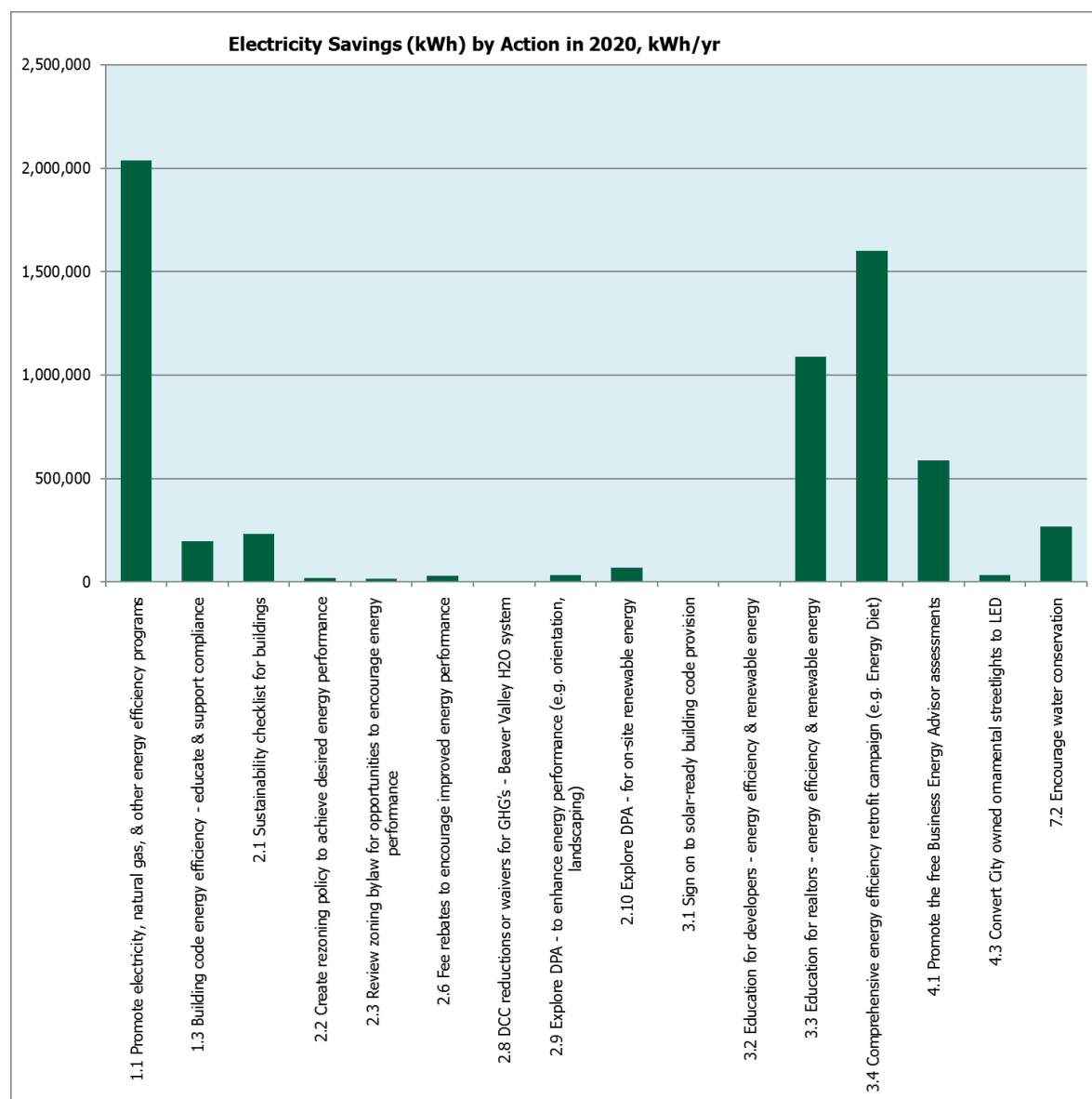
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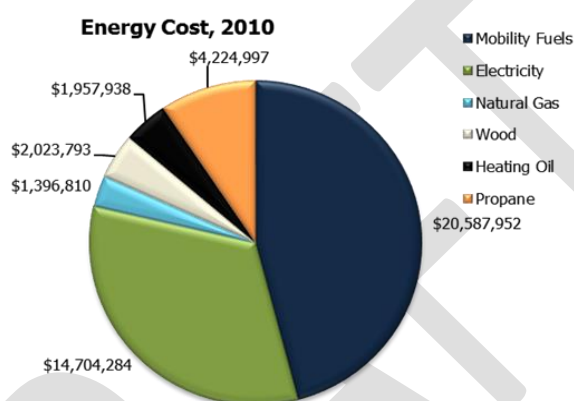
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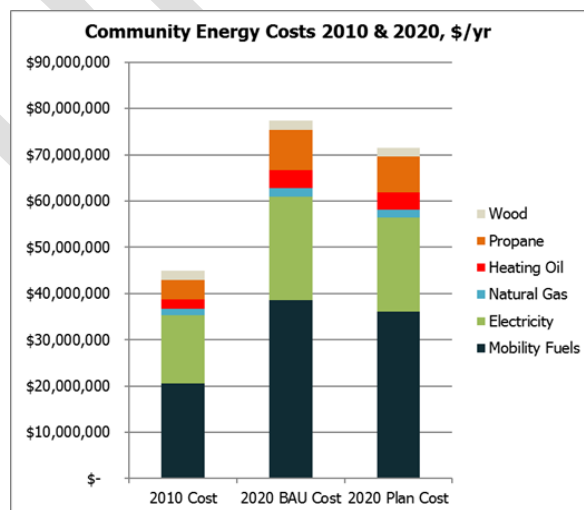
Community Financial Savings

For the Regional District of Kootenay Boundary, only a small percentage of the energy dollars spent within the community remain within the community. Therefore, a significant co-benefit of implementing this plan to reduce energy consumption and emissions is that reducing the energy dollars spent will help people, families, and businesses to reduce their expenses. In addition, using locally generated energy will help to keep energy dollars local rather than exporting them, just as consumption of local food helps the local economy.

The following chart shows the approximately \$44.9 million (\$4,100 per capita) of Kootenay Boundary Unincorporated Areas community energy expenditures made in 2010, split by fuel type.



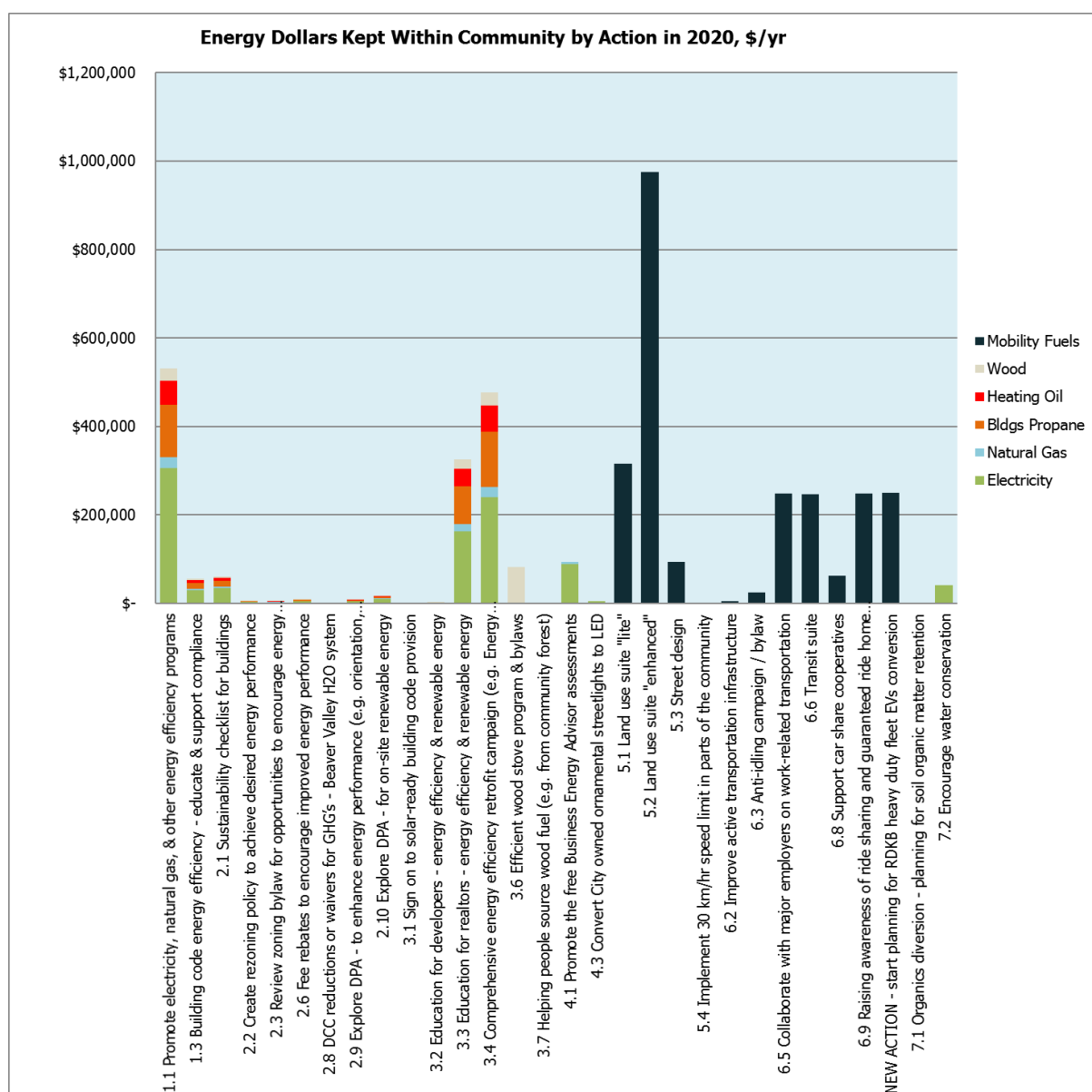
The impacts of the plan are shown in the following chart, comparing 2010 and 2020. Rural community energy costs are projected to be reduced by approximately 8% through plan implementation. The model assumes that energy prices will increase to 2020. So, the 8% plan cost reduction equates to about \$6million per year (\$540 per capita). Although energy prices are very difficult to predict, there is confidence that the price of electricity will increase over the next few years.



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The following chart can be considered against estimates for the level of effort and resources needed to implement each action, for a cost benefit consideration. Note that several actions can have additional benefits, including financial benefits, that are not included in the calculation of "community energy dollars saved" (e.g. implementing land use suite "lite" and "enhanced" can reduce municipal infrastructure capital and operating costs.

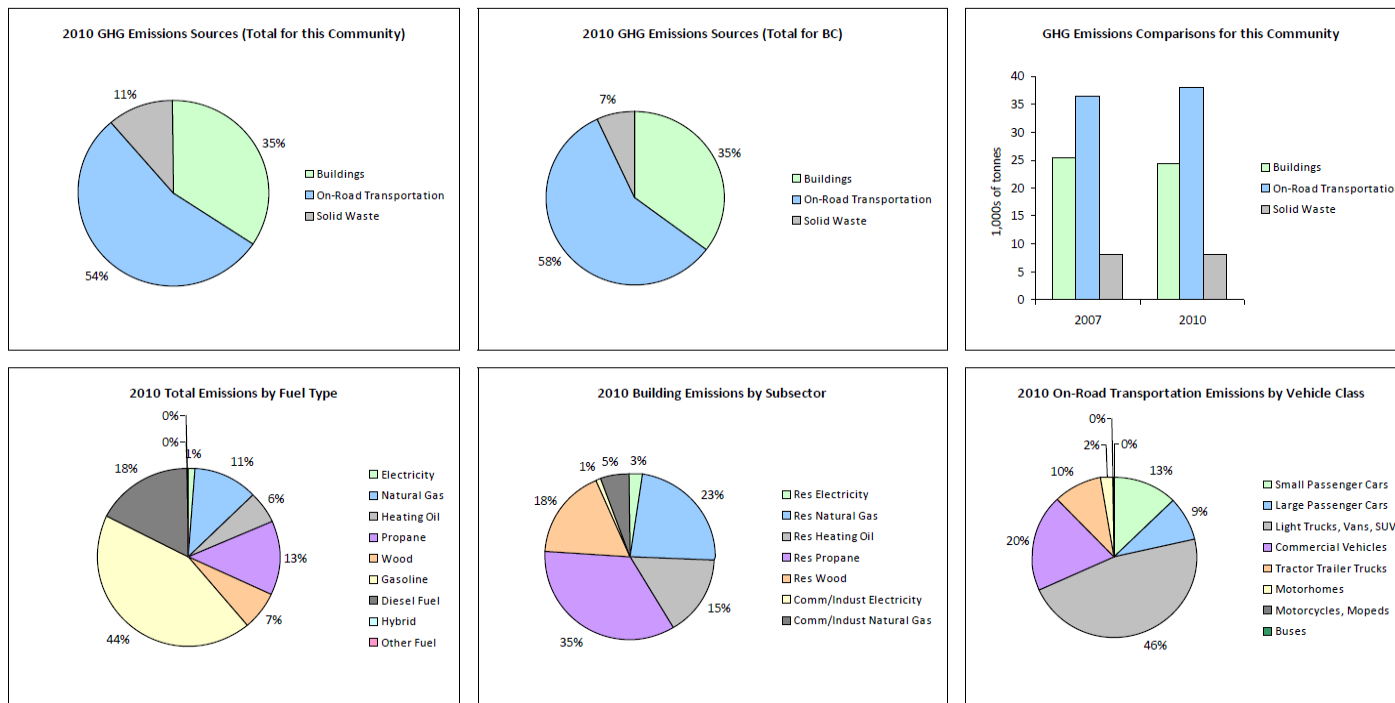


Appendix 1 – 2010 Community Energy & Emissions Inventory for Kootenay Boundary Unincorporated Areas*



Kootenay Boundary Regional District Unincorporated Areas 2010 Community Energy and Emissions Inventory Monitoring and reporting on progress towards greenhouse gas emissions reduction targets

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* Note the 2012 CEEI data is expected to be released by the Province in the next few months.





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Core Items

On-Road Transportation		2007					2010				
		Connections	Consumption	Avg VKT (km)	Energy (GJ)	CO ₂ e (t)	Connections	Consumption	Avg VKT (km)	Energy (GJ)	CO ₂ e (t)
Small Passenger Cars	Gasoline	1,471	1,934,616 L	15,500	67,711	4,642	1,452	2,033,928 L	15,800	71,188	4,585
	Diesel Fuel	74	123,494 L	24,200	4,729	337	76	119,101 L	23,300	4,561	315
Large Passenger Cars	Hybrid			23,300	162	10	12	15,199 L	21,600	532	36
	Gasoline	1,008	1,500,745 L	14,600	52,525	3,589	966	1,461,735 L	14,400	51,160	3,296
	Diesel Fuel			11,600	326	22	11	14,241 L	11,900	546	37
Light Trucks, Vans, SUVs	Hybrid								23,500	117	8
	Gasoline	2,949	6,615,511 L	17,000	231,543	15,908	3,096	7,310,979 L	17,500	255,884	16,633
	Diesel Fuel	219	433,768 L	11,200	16,614	1,181	170	366,868 L	13,400	14,050	970
	Other Fuel	22	42,833 L	11,500	1,085	65	14	23,927 L	11,200	605	36
Commercial Vehicles	Gasoline	286	727,814 L	17,200	25,475	1,710	335	925,503 L	17,400	32,395	2,071
	Diesel Fuel	456	1,488,889 L	18,600	57,024	4,006	580	2,043,195 L	20,400	78,254	5,334
	Other Fuel	22	48,619 L	12,100	1,230	75	16	40,308 L	12,000	1,018	61
Tractor Trailer Trucks	Diesel Fuel	96	1,533,350 L	34,300	58,728	4,125	93	1,427,783 L	33,500	54,684	3,728
Motorhomes	Gasoline	55	152,361 L	19,300	5,333	357	61	169,421 L	19,200	5,930	377
	Diesel Fuel	39	118,724 L	16,700	4,546	319	51	161,405 L	16,400	6,181	420
Motorcycles, Mopeds	Gasoline	154	28,086 L	4,700	984	66	168	40,388 L	5,700	1,414	90
Buses	Gasoline			18,800	258	17			17,400	142	10
	Diesel Fuel			21,900	858	60			22,700	596	41
Totals		6,851	14,748,810 L	16,281	529,131	36,489	7,101	14,748,810 L	16,837	579,257	38,048

Buildings		2007				2010			
		Connections	Consumption	Energy (GJ)	CO ₂ e (t)	Connections	Consumption	Energy (GJ)	CO ₂ e (t)
Residential	Wood	N/A	222,494 GJ	222,494	4,508	N/A	214,158 GJ	214,158	4,339
	Heating Oil	N/A	57,233 GJ	57,233	4,034	N/A	55,088 GJ	55,088	3,767
	Propane	N/A	138,185 GJ	138,185	8,430	N/A	136,885 GJ	136,885	8,351
	Natural Gas	1,832	119,758 GJ	119,758	6,007	1,819	113,053 GJ	113,053	5,672
	Electricity	8,590	107,446,555 kWh	386,807	644	8,029	107,278,774 kWh	386,203	642
Commercial/Small-Medium Industrial	Natural Gas	107	29,158 GJ	29,158	1,462	103	26,628 GJ	26,628	1,334
	Electricity	1,471	41,767,879 kWh	150,364	249	1,380	39,762,956 kWh	143,147	238
Totals		12,000		1,103,999	25,334	11,331		1,075,162	24,343





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Solid Waste		2007				2010			
		Connections	Consumption	Energy (GJ)	CO2e (t)	Connections	Consumption	Energy (GJ)	CO2e (t)
Community Solid Waste	Solid Waste	0	4,850 t	N/A	8,085	0	4,990 t	N/A	8,106
Totals		0			8,085	0			8,106

Memo Items

Buildings		2007				2010			
		Connections	Consumption	Energy (GJ)	CO2e (t)	Connections	Consumption	Energy (GJ)	CO2e (t)
Large Industrial	Natural Gas	2		0	0	2		0	0
Totals		2			0	2			0

Totals for Transportation, Buildings and Solid Waste

Fuel Type	2007 (Population: 10,486)			2010 (Population: 10,876)		
	Consumption	Energy (GJ)	CO2e (t)	Consumption	Energy (GJ)	CO2e (t)
Hybrid	0 L	162	10	15,199 L	649	44
Gasoline	10,959,133 L	383,829	26,289	11,941,954 L	418,113	27,062
Diesel Fuel	3,698,225 L	142,825	10,050	4,132,593 L	158,872	10,845
Other Fuel	91,452 L	2,315	140	64,235 L	1,623	97
Wood	222,494 GJ	222,494	4,508	214,158 GJ	214,158	4,339
Heating Oil	57,233 GJ	57,233	4,034	55,088 GJ	55,088	3,767
Propane	138,185 GJ	138,185	8,430	136,885 GJ	136,885	8,351
Natural Gas	148,916 GJ	148,916	7,469	139,681 GJ	139,681	7,006
Electricity	149,214,434 kWh	537,171	893	147,041,730 kWh	529,350	880
Solid Waste	4,850 t	0	8,085	4,990 t	0	8,106
Grand Totals		1,633,130	69,908		1,654,419	70,497





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Supporting Indicators

No new supporting indicator data have been provided in the 2010 reports. Work is currently underway to produce a complete second round of data for the indicators below in the 2012 reports (available in 2014). In the interim, we are including the same supporting indicator data that was provided in the 2007 reports. Feedback is requested on all supporting indicators; please contact us directly at

Housing Type - Private dwellings by structural type

Housing type is important for reducing building-related GHG emissions and energy consumption. A trend toward fewer single family dwellings indicates an increase in residential density, which is known to reduce transportation-related GHG emissions.

	1996		2001		2006	
	Units	%	Units	%	Units	%
Single Detached House	3,740	24	3,755	87	3,780	86
Semi-Detached House	15	0	10	0	30	1
Row House	5	0	20	0	20	0
Apartment, Duplex	20	0	45	1	20	0
Apartment, 5 storeys or higher	10	0	0	0	0	0
Apartment, under 5 storeys	15	0	65	2	40	1
Other Single Attached House	10	0	15	0	25	1
Movable Dwelling	395	3	390	9	505	11

Commute to Work - Employed labour force - by mode of commute

An increase in the number of people choosing to walk, cycle and use transit reduces GHG emissions. More compact, complete, connected communities should see an increase in the use of these transportation modes.

	1996		2001		2006	
	Units	%	Units	%	Units	%
Car, Truck, Van as Driver	3,330	81	3,500	84	3,650	83
Car, Truck, Van as Passenger	355	9	315	8	370	8
Public Transit	25	1	55	1	25	1
Walked	265	6	205	5	200	5
Bicycle	80	2	40	1	110	2
Motorcycle	5	0	20	0	5	0
Taxicab	10	0	0	0	5	0
Other Method	60	1	55	1	45	1

Parks and Protected Greenspace

Parks and protected greenspaces are important for the protection and enhancement of community carbon sinks.

	2009	
	Units	%
National Parks	0	0
Provincial Parks / Protected Areas	70,490	10
Local Parks	17	0
Agricultural Land Reserve	53,010	8
Other land use	579,294	82
Total Parks and Protected Area	70,507	10
Total Land Area	702,812	100

* Total is net of Indian Reserves
 ** Quantity of parkland may be underestimated

Residential Density

Increasing residential densities is known to reduce vehicle use resulting in fewer transportation-related GHG emissions. There are many additional benefits from more compact development.

	2009	
	Units	%
National Parks	0	0
Provincial Parks / Protected Areas	70,490	10
Local Parks	17	0
Agricultural Land Reserve	53,010	8
Other land use	579,294	82
Total Parks and Protected Area	70,507	10
Total Land Area	702,812	100

* Net of Crown land, parks, Indian Reserves, water features, airports, ALR, waste disposal site





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Supporting Indicators Under Consideration

Work is currently underway to produce a complete second round of supporting indicators for the 2012 reports (available in 2014). These reports will new data for the five supporting indicators included in the 2007 and 2010 Reports:

- **Housing Type:** Private dwellings by structural type
- **Commute to Work:** Employed labour force - by mode of commute
- **Commute Distance**
- **Residential Density**
- **Parks and Protected Greenspace**

And in addition, the 2012 reports we are working to be able to include:

- **Proximity to Transit**
- **Building Energy Intensity**
- **Building Floor Space**
- **Waste Diversion**

We are continuing to work towards reporting on even more supporting indicators in the future including:

- **Proximity to Services** (e.g destinations such as grocery store, school, other retail etc.)
- **Transit Ridership**
- **Water Use**
- **Impervious Surface Cover:** % change in impervious surface cover
- **Tree Canopy Cover:** % change in tree canopy cover
- **District Energy:** # and energy output (e.g. buildings connected, energy consumed in GJ or kWh) of district energy systems by energy type e.g. renewable or non-renewable)
- **On-Site Renewable Energy:** # and energy output (in GJ or kWh) from households producing and/or consuming on-site renewable heat (e.g. biomass, solar thermal, geo-exchange) and/or electrical (e.g. solar photovoltaic, small wind, small scale hydro) energy
- **Energy Recovery** from waste energy (GJ or kWh) recovered from waste (e.g. from landfill gas, sewage treatment, industrial operations, farm)

Please give us feedback by contacting us directly at CEEIRPT@gov.bc.ca

Many local governments have been undertaking a significant amount of climate action in both the corporate and community-wide spheres, as demonstrated in both the public reports from the Climate Action Revenue Incentive Program (CARIP) <http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>, and on the <http://toolkit.bc.ca> website. These two resources may be helpful to those who are interested in learning from other BC local governments. The toolkit also contains additional information and resources including decision-support/planning frameworks and tools for undertaking actions to reduce GHG emissions and energy consumption.





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This is your local government's 2010 Community Energy and Emissions Inventory (CEEI) Report

What is a CEEI Report?

CEEI Reports are a result of a multi-agency effort to provide a province-wide solution to assist local governments in BC to track and report on community-wide energy consumption and greenhouse gas (GHG) emissions as well as supporting indicators every two years. CEEI Reports are one of the many resources available through the Climate Action Toolkit (<http://www.toolkit.bc.ca>), a web-based service provided through the ongoing collaboration between UBCM and the Province.

Why does my local government need a CEEI Report?

A community energy and GHG emissions inventory can be a valuable tool that helps local governments plan and implement GHG and energy management strategies, while at the same time strengthening broader sustainability planning at the local level. CEEI reports fulfill local governments' Climate Action Charter commitment to measure and report their community's GHG emissions profile, establish a base year inventory for local governments to consider as they develop targets, policies, and actions related to BC's Local Government Act requirements, fulfill Milestone One requirements for those local government members of the Federation of Canadian Municipalities' (FCM's) Partners in Climate Protection (PCP) program, as well as supporting local government efforts to monitor progress towards Regional Growth Strategy objectives.

A first in North America!

CEEI is a first in North America and a first step for BC communities. The 2010 CEEI Reports are based on best available province-wide data. The accuracy and detail of CEEI reports will continue to improve to meet increasing local and provincial government information needs. Improvements have been made from the original draft 2007 CEEI Reports posted in Spring 2009. These include estimates for residential heating oil, propane and wood use, breaking out small from large industrial buildings, including updated land-use change and new agricultural sectors as 'memo items'. Following the 2010 CEEI Reports, inventories will be generated every two years, and will continue to improve as government information needs, international protocols and new data sources emerge.

For More Information

The full list of all BC local government 2010 CEEI Reports, User Guide, Technical Methods and Guidance Document, and additional information on the Supporting Indicators are available at: <http://www.env.gov.bc.ca/cas/mitigation/ceei/index.html> For guidance on target setting and community actions, go to <http://www.toolkit.bc.ca> and <http://www.cd.gov.bc.ca/lgd/greencommunities/targets.htm>

We Need Your Feedback

To continue to guide us on CEEI, please take the time to contact us directly at CEEIRPT@gov.bc.ca

Notice to the Reader

This CEEI Report uses information from a variety of sources to estimate GHG emissions. While the methodologies, assumptions and data used are intended to provide reasonable estimates of greenhouse gas emissions, the information presented in this report may not be appropriate for all purposes. The Province of BC and the data providers do not provide any warranty to the user or guarantee the accuracy or reliability of the data contained in this report. The user accepts responsibility for the ultimate use of such data. We need your help to make these reports better,



Appendix 2 – Actions Descriptions

The descriptions below are taken from the SCEEP Actions Guide.

1. Buildings - Basics

These actions are recommended for all local governments unless there is a compelling reason that a particular measure should not be implemented.

Action	Description
1.1 Promote electricity, natural gas, and other energy efficiency programs	<p>Key Question: This action is recommended unless there is a reason why it cannot be done.</p> <p>Description: FortisBC offers many electricity and natural gas conservation programs. At times, the Federal and Provincial governments also offer energy conservation programs. Local governments can assist in promotion of these programs, increasing awareness and encouraging local participation in residential and commercial sectors (e.g. communicating about PowerSense programs during building permit application processes), so residents and businesses can save electricity and money.</p>
	<p>% Energy Savings Calculation: Commercial = $a*b*c$, Residential = $d*e*f$</p> <p>a. % of commercial customers reached b. % of reached commercial that implement c. average improvement from implementing d. % of residential customers reached e. % of those reached that implement f. average % improvement from implementing</p> <p>Example: $(a*b*c) = (90\% * 5\% * 30\%) = 1.4\%$ (commercial buildings sector) $(d*e*f) = (90\% * 5\% * 30\%) = 1.4\%$ (residential buildings sector)</p>
1.2 District energy / renewable energy systems	<p>Key Question: Is there a source of waste heat (rink, industry, sewer pipes, wastewater treatment plant, ...) near to heat demand (pool, hospital, ...) OR are several public-sector (municipality, regional district, provincial ministry, health authority, school district, ...) facilities located close to each other?</p> <p>Description: Development permit area (DPA) guidelines can be used to require renewable energy systems external to buildings, such as a renewable district energy system. DPA's can enable the maximization of passive solar opportunities. District energy (DE) example: Revelstoke Community Energy Corporation.</p>
	<p>Calculation: Existing Residential = $a*b*c$, New Residential = $a*d*c$ Existing Commercial = $c*f*g$, New Commercial = $e*f*h$</p> <p>a. % of energy used for heating & cooling for residential (77%) b. % of existing residential connected to DE c. % reduction of energy from DE for residential d. % of new residential connected to DE e. % of energy for heating and cooling in industrial/commercial/institutional (ICI) f. % reduction in heating / cooling from DE for ICI g. % of existing ICI connected to DE h. % of new ICI connected to DE</p> <p>Example: Energy improvements in indicated sectors: $(a*b*c) = (77\% * 1\% * 66\%) = 0.3\%$ (existing residential buildings sector) $(a*d*c) = (77\% * 5\% * 66\%) = 2.5\%$ (new residential buildings sector) $(e*f*g) = (63\% * 66\% * 1\%) = 0.4\%$ (existing commercial sector) $(e*f*h) = (63\% * 66\% * 25\%) = 4.2\%$ (new commercial sector)</p>



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Action	Description
1.3 Building code energy efficiency - educate & support compliance	<p>Key Question: Would buildings be more energy efficient with enhanced building code enforcement and inspection, and if builders / developers have a better understanding of the code?</p> <p>Description: Greening the Building Code is an ongoing provincial initiative, improving energy performance of new housing.</p> <p>The energy efficiency requirements of the BC Building Code may not be reflected in some buildings due to a lack of knowledge by builders, and limited number of required inspection or enforcement practices.</p> <p>Local governments can help fix this by:</p> <ul style="list-style-type: none"> • Changing building inspection requirements or practices. • Increasing the number of Certified Energy Assessors. • Promoting educational sessions on the BC Building Code to builders / developers in their community. The Homeowner's Protection Office regularly runs such sessions. <p>% Energy Savings Calculation: New Residential = $a*b$, New Commercial = $c*d$</p> <ol style="list-style-type: none"> % new residential buildings captured by improved enforcement % improvement in new commercial buildings by energy type through better enforcement % new commercial buildings captured by improved enforcement % improvement in new residential buildings by energy type through better enforcement <p>Example: $(a*b) = (80\% * 15\%) = 12\%$ (new residential buildings) $(c*d) = (80\% * 5\%) = 4\%$ (new commercial buildings)</p>
1.4 Reduce local government barriers to building scale renewable energy	<p>Key Question: What barriers are people aware of for building scale renewable energy systems?</p> <p>Description: Some local governments have barriers in place for building scale renewable energy systems, e.g. exceedingly high fees and requirements for the installation of solar photovoltaic panels in some communities, while minimal fees and requirements in others. The fees and costs for meeting requirements in some communities for solar systems can comprise up to 20+% of the installation cost, acting as a considerable deterrent. Barriers like these can be reduced.</p> <p>% Energy Savings Calculation: Residential = $a*b$, Commercial = $c*d$</p> <ol style="list-style-type: none"> % of homes that may install solar photovoltaics or other renewable energy systems per year % of annual electricity reduction for those properties that will be generated by those systems % of commercial buildings that may install solar photovoltaics or other renewable energy systems per year % of annual electricity reduction that will be generated by those systems <p>Example: Energy improvements in indicated sectors: $(a*b) = (0.1\% * 50\%) = 0.05\%$ per year (residential buildings sector) $(c*d) = (0.1\% * 10\%) = 0.01\%$ per year (commercial sector)</p>



2. Buildings - Growth Measures

These measures typically have the greatest applicability in communities that are growing or are land-constrained. Communities with a low/no growth rate may also find some measures useful.

Action	Description
2.1 Sustainability checklist for buildings	<p>Key Question: Is the community growing?</p> <p>Description: Developers can be required to complete a sustainability or smart growth checklist as part of development permit or rezoning application processes. The checklist might include, for example, questions about sustainable energy features incorporated into new developments.</p> <p>Checklist measures are not compulsory; the aim of the checklist is to highlight local government sustainability and clean energy objectives, and to educate developers about the potential for including energy efficiency measures or renewable energy technologies in new buildings. A checklist can be combined with other policy tools in order to maximize effect.</p>
	<p>% Energy Savings Calculation: New Buildings = $a*b*c$, Existing Buildings = $d*e*f$</p> <ul style="list-style-type: none"> a. % new buildings exposed to checklist b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type d. % major renovations exposed to checklist e. % of existing buildings doing major renovations f. Average % impact by energy type for major renovations <p>Example: $(a*b*c) = (90\%*10\%*15\%) = 1.4\%$ new buildings $(d*e*f) = (90\%*1\%*15\%) = 0.7\%$ existing buildings</p>
2.2 Create rezoning policy to achieve desired energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Board can adopt a rezoning policy that encourages developments that are more energy efficient and/or incorporate renewable energy. Any development that requires a rezoning must be approved by Council, which can consider benefits to the community as part of its decision. While the OCP lays out general expectations of the community, Council can also adopt a rezoning policy, which provides a clear statement of attributes that Council will seek in making rezoning decisions. It is important to note that a rezoning policy cannot set requirements for rezoning, because Councillors are required to approach rezoning hearings with an 'open mind.' However, if a development does not meet stated expectations of Council, it is unlikely to be recommended by staff or approved by Council. The rezoning policy must be designed carefully to be legal and effective. Example: Bowen Island Municipality.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (30\% * 10\% * 30\%) = 0.9\%$ for new buildings</p>

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Action	Description
2.3 Review zoning bylaw for opportunities to encourage energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Local governments can find opportunities to encourage energy performance through finding opportunities in the zoning bylaw. Example: City of North Vancouver reviewed their zoning bylaw and found a number of ways that better energy performance was unfairly penalized, such as homes that would install significantly greater insulation beyond the BC Building Code.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new homes covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (100\% * 5\% * 20\%) = 1\%$ for new homes</p>
2.4 Density bonus for energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Density bonusing means that a developer may be allowed to build to a higher density than is normally permitted in the zone (in terms of floor space ratio, site coverage or buildings per parcel) in exchange for the provision of amenities. It is possible that this could be used to promote better energy performance, if GHG reduction, energy security, improved air quality and economic benefits from improved energy performance are considered community amenities. Example: the City of North Vancouver has a density bonus for single family homes, duplexes, mid-rise residential, and high rise / mixed use construction.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) that improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (25\% * 75\% * 25\%) = 4.7\%$ for new buildings</p>
2.5 Expediting permit approvals to encourage energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Expedited approvals may provide an incentive for developers, depending on how long wait times currently are. Some local governments have found that rather than delay other applications, it is better to ask a developer to pay for staff overtime so that their application can be expedited. Example: District of Saanich</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (25\% * 10\% * 25\%) = 0.6\%$ for new buildings</p>



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Action	Description
2.6 Fee rebates to encourage improved energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Fee rebates, e.g. on building permit fees, can help to encourage more energy efficient new housing. This incentive can be matched with utility incentives for new housing for improved effectiveness. Examples: District of Invermere, Township of Langley</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new houses covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (100\% * 10\% * 20\%) = 2\%$ for new homes</p>
2.7 Revitalization tax exemption bylaw for buildings with improved energy performance	<p>Key Question: Is the community growing?</p> <p>Description: A Revitalization Tax Exemption (RVTE) program may be designed to encourage energy efficient development in a small area (e.g. downtown) or throughout a jurisdiction. This tool could allow property owners to make energy improvements to their property and apply for a tax exemption. The benefit of a RVTE is tied to the property. Example: District of Maple Ridge</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (25\% * 10\% * 25\%) = 0.6\%$ for new buildings</p>
2.8 Development Cost Charge (DCC) reductions or waivers, for GHG's	<p>Key Question: Is the community growing?</p> <p>Description: A development cost charge (DCC) reduction or exemption provides financial incentive for developers, with costs directly borne by the local government. Example: City of Penticton</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (5\% * 5\% * 25\%) = 0.1\%$ for new buildings</p>
2.9 Development Permit Area (DPA) - to enhance energy performance (e.g. orientation, landscaping)	<p>Key Question: Is the community growing?</p> <p>Description: Communities can use DPA guidelines so that buildings, e.g. in new areas to be developed, are oriented to be south-facing, considerably reducing building energy costs. In addition, DPA guidelines can encourage or mandate water efficient landscaping, helping to reduce water consumption and associated electricity costs.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (10\% * 75\% * 20\%) = 1.5\%$ for new buildings</p>



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Action	Description
2.10 DPA - for on-site renewable energy	<p>Key Questions: Is the community growing, and is the community interested in cutting edge policy?</p> <p>Description: Communities can use DPA guidelines to encourage or mandate on-site renewable energy exterior to a building, e.g. district energy pipes, or geexchange systems.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (10\% * 50\% * 66\%) = 3.3\%$ for new buildings</p>



3. Residential Buildings

The following actions may be applicable to residential buildings.

Action	Description
3.1 Sign on to solar-ready building code provision	<p>Key Question: This action should be considered.</p> <p>Description: The Province of BC has developed a model solar-ready bylaw (link below) http://www2.gov.bc.ca/gov/content/industry/construction-industry/building-codes-standards/the-codes/other-regulations/solar-hot-water-ready that local governments can sign on to and implement in their jurisdictions. This bylaw reduces the cost of installing solar hot water (SHW) after construction at minimal cost at construction time. Domestic hot water is approximately 30% of building energy use. Solar hot water can provide up to 50% - 60% of domestic hot water use cost effectively. Applies to residential only.</p> <p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of new residential that is single family b. % of new residential that installs SHW c. Average % reduction on total household fuel use by fuel type from SHW (typically 30% of household energy use is hot water, typical SHW installations cover 50% of domestic hot water) improvements <p>Example: (a*b*c) = (60% * 1% * (30% * 50%)) = 0.1% for new residences</p>
3.2 Education for developers – energy efficiency & renewable energy	<p>Key Question: This action is recommended unless there is a compelling reason not to implement.</p> <p>Description: Developers make key decisions as projects are being developed, that affect the energy performance of buildings over their lifecycle. While some developers pursue high performance buildings and renewable heating/cooling systems, many lack awareness of these systems and view them as increasing cost and risk. Education and showcasing can build awareness that leads to action. Applies primarily to residential development.</p> <p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of development community reached b. % of those in (a) who integrate energy improvements into their developments c. Average % impact by energy type of improvements <p>Example: (a*b*c) = (20% * 10% * 20%) = 0.4% for new buildings</p>
3.3 Education for realtors - energy efficiency & renewable energy	<p>Key Question: This action should be considered.</p> <p>Description: Realtors help homeowners with their purchasing decisions, but many lack knowledge of energy efficiency and what EnerGuide or ENERGY STAR® for New Homes ratings are. This is despite the fact that energy costs can be significant for a homeowner, and should be taken into account when considering affordability. This education helps to create consumer demand for energy efficiency, and can also help to set the stage for greater use of these rating systems by a local government. Example: Nanaimo.</p>



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Action	Description
	<p>% Energy Savings Calculation: (a*b)</p> <p>a. % penetration into housing market b. Average % improvement in energy efficiency</p> <p>Example: (a*b) = (5% * 20%) = 1% for new & existing homes</p>
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)	<p>Key Questions: Are there a lot of existing older homes in the community (built prior to 2006)? Are utility or other incentives sufficient to proceed? And how much effort and resources is the local government, utility, and/or local non-profit able to put in to a campaign?</p> <p>Description: Energy efficiency retrofit campaigns in BC have been very successful in increasing the energy efficiency of the existing housing stock. The most successful campaigns take place at times of high rebate levels from utilities, Provincial or Federal government, and have local government participation as well. CEA has written a comprehensive publication on these campaigns, which can be found here: http://communityenergy.bc.ca/download/947/. It may be worthwhile to still conduct a campaign even when incentive levels are not particularly high, and/or when a local government, utility, or local non-profit cannot put in significant effort or resources towards a campaign. Examples: Rossland Energy Diet, Nelson EcoSave.</p>
	<p>% Energy Savings Calculation: (a*b*c)</p> <p>a. % of existing housing stock built before 2006 b. % of those in (a) who are reached through the campaign and incorporate energy improvements c. Average % impact by energy type of improvements</p> <p>Example: (a*b*c) = (75% * 10% * 20%) = 1.5% for existing homes</p>



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Action	Description
3.5 Voluntary or mandatory energy labelling of existing or new homes	<p>Key Questions: Are there a lot of existing older homes in the community (built prior to 2006)? And/or could residents benefit from education on energy efficiency?</p> <p>Description: Local governments can encourage or mandate energy labelling of existing and/or new homes.</p> <p>Labelling of new homes can be encouraged or mandated at the point of sale, while for existing homes it can also take place at the point of renovation. Energy labelling can be conducted through EnerGuide ratings, which are the most widely used form of residential energy labelling in Canada, and was developed by Natural Resources Canada.</p> <p>EnerGuide ratings on homes can help a prospective homeowner compare different homes according to their energy efficiency, and thus allows the market to assign a value to this. It also provides encouragement to homeowners and builders to improve energy efficiency. Plus, EnerGuide ratings are educational, they come supplied with reports identifying ways homes can have their energy efficiency improved. The cost for existing homes is \$325 + taxes and travel, and the cost for new homes ranges from \$450-700.</p> <p>Local governments can choose to make this voluntary or mandatory. Voluntary applications should likely include incentives to reduce the cost of EnerGuide ratings in order to improve uptake. Both voluntary and mandatory applications should likely be coupled with education, e.g. for realtors.</p> <p>Example: the City of Vancouver has made EnerGuide ratings mandatory for all homes undergoing renovations with a value of \$5,000 or greater (with some exemptions). Note that the City of Victoria has received a legal opinion which states that local governments have the authority to require energy audits as a condition of obtaining a building permit (existing or new homes), provided it is done by bylaw.</p> <p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of houses that will undergo assessments each year b. % of those in (a) that will improve energy efficiency c. Average % impact by energy type of improvements <p>Example: (a*b*c) = (5% * 50% * 20%) = 0.5%, <i>per year</i></p>



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Action	Description
3.6 Efficient wood stove program & bylaws	<p>Key Question: Do many residents use inefficient wood fireplaces / stoves?</p> <p>Description: The Provincial Wood Stove Exchange Program encourages residents to change out their older, smoky wood stoves for low-emission appliances — including new CSA-/EPA-certified clean-burning wood stoves. Offered at the community level, the program involves funding and incentives to promote the exchange and replacement of old wood stoves. It also delivers education to help people operate their wood-burning appliances efficiently.</p> <p>In the Skeena region, communities contributed between \$7,000 and \$15,000 to offer their residents extra incentives. In addition, permit fees for installation of new appliances were waived, and additional incentives were established in the form of bylaws requiring mandatory removal of old wood stoves.</p> <p>Also, the City of Duncan has put in place a bylaw whereby any property sold must have wood burning stoves removed if they are not CSA / EPA certified.</p> <p>Many communities also hold workshops on clean & safe operation of woodstoves.</p> <p>Note: assumes increased efficiency of burning, results in less wood being consumed, and has little impact on fossil fuels and GHGs (since wood-burning is considered low carbon).</p>
	<p>% Energy Savings Calculation: <i>(for wood fuel only)</i> = $(a*b)$</p> <p>a. % of wood-stoves changed as a result of the program b. Average % improvement in efficiency per stove</p> <p>Example: $(a*b) = (10\% * 40\%) = 4\%$ for wood fuel for existing homes</p>
3.7 Helping people source wood fuel (e.g. from community forest)	<p>Key Question: Do many residents struggle to source wood fuel for their stoves, at a reasonable price?</p> <p>Description: In some rural BC communities it can be difficult to source wood fuel for wood stoves, due to restrictions on the use of waste material from the forestry industry. A local government or local non-profit may be able to help people source wood fuel, e.g. if there is a community forest, and using the waste wood from its operations.</p>
	<p>% Energy Savings Calculation: <i>(all building energy types except wood fuel)</i></p> <p>a. % of people who use the cheaper sourced wood fuel b. % decrease in use of other energy types</p> <p>Example: $(a*b) = (5\% * 10\%) = 0.5\%$ for existing buildings</p>



4. Commercial / Institutional Buildings and Transportation

The following measures apply to the commercial / institutional sector. Note that there are likely other specific opportunities to engage this sector in specific communities.

Action	Description
4.1 Promote the free Business Energy Advisor assessments	<p>Key Question: Are there small and mid-sized businesses that are genuinely interested in conducting energy efficiency upgrades to help eliminate energy waste and improve profitability?</p> <p>Description: Thanks to FortisBC and BC Hydro, free energy efficiency assessments are available for small and mid-sized businesses through the Business Energy Advisor (BEA) program. A BEA can help you understand what your energy-efficiency opportunities are, and show you how to take advantage of rebates and programs. Assessments are focussed on businesses that are genuinely interested in making upgrades. Local governments can promote the BEA program through its channels, e.g. Chamber of Commerce, information with business licence renewals, local newsletter, and website.</p>
	<p>% Energy Savings Calculation: for commercial sector buildings= (a*b)</p> <p>a. % of commercial sector that take up the offer</p> <p>b. % improvement in building energy efficiency as a result of participating in the program</p> <p>Example: (a*b) = (10% * 15%) = 1.5% for existing commercial buildings</p>
4.2 Encourage biomass heating through education or leading by example	<p>Key Question: Is there a local or regional biomass supply that could be used for heating?</p> <p>Description: Buildings heating primarily with propane, heating oil, or in some cases electricity may have a strong financial case for conversion to automated forms of bioenergy such as wood pellet and woodchip. The reasons that some buildings may have not yet converted to wood pellet, despite the substantial cost savings in energy include knowledge and capital costs. Commercial buildings can be excellent candidates. Biomass heating can also have good potential for local economic development, through developing local wood fuel supply chains. Note that modern biomass heating systems are extremely clean burning.</p> <p>Local governments can encourage biomass heating through education or leading by example (biomass installations in local government buildings).</p> <p>Wood Waste 2 Rural Heat (www.woodwastetoruralheat.com) is an unbiased non-profit resource that local governments can draw upon for assistance. In addition, the Community Energy Association has written two comprehensive publications on biomass heating, which can be found here: http://communityenergy.bc.ca/?dln_download_category=heating</p> <p>Further calculations available in "Option 1B: Project Profile Efficient Building Retrofits and Fuel Switching" at the 'how' tab of www.toolkit.bc.ca/carbon-neutral-government.</p>

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Action	Description
	<p>% Emissions Savings Calculation = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of existing buildings that convert to biomass b. % of building GHG's associated with space heating c. % of heat load that biomass covers <p>Example: $(a*b*c) = (10\%*70\%*80\%) = 5.6\%$, for commercial buildings</p>
4.3 Convert local government owned streetlights to LED	<p>Key Question: This action is recommended unless there is a compelling reason not to implement.</p> <p>Description: Although this is a corporate action, it is very popular among local governments, and can also be very visible to a community, providing a good example of leading by example. It could help to encourage privately owned outdoor lights to convert to LED as well. Note that in most communities, a portion of streetlights are owned by the utility, and another portion are owned by the local government. At present, it is easier to change local government owned streetlights to LED than utility owned streetlights.</p>
	<p>% Emissions Savings Calculation = $(a*b)$ (electricity only)</p> <ul style="list-style-type: none"> a. % of community commercial electricity consumption associated with local government owned streetlights b. % of reduction in electricity consumption <p>Example: $(a*b) = (0.3\%*30\%) = 0.1\%$, for commercial electricity</p>



5. Light Duty Vehicle Transportation – Urban Form

Urban form including smart growth and street design offer the greatest single opportunity for many communities to reduce emissions.

Action	Description
5.1 Land use suite lite	<p>Key Question: Recommended for communities wherever politically practical.</p> <p>Description: Designate growth areas and set minimum lot sizes outside growth area; apply mixed-use zoning for downtown. This can preserve the rural character outside of downtown while enabling more residents to live in proximity to services. This can reduce transportation needs while developing areas that are most economically maintained by the local government (rather than sprawling infrastructure). Specific zoning is required for primary and secondary growth areas as well as areas outside the designated growth areas.</p> <p>Conservation covenants (such as through land trusts) may also be considered for agricultural lands or natural habitats.</p>
	<p>% Energy Savings Calculation: for Light Duty Vehicle sector= $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of community in downtown b. Degree to which the area in (a) exhibits the full implementation of supportive land use c. % reduction in transportation emissions (see Background section for guidance on emissions reduction potential) <p>Example: $(a*b*c) = (20\% * 20\% * 30\%) = 1.2\%$ for LDV sector</p>
5.2 Land use suite enhanced	<p>Key Question: Recommended for communities seeking significant GHG reductions</p> <p>Description: This measure extends 'Land use suite lite'. Beyond designating growth areas, urban containment boundaries could be established to further enforce where growth occurs. Also, the type of growth could be further defined through establishing zones for transit-oriented development or pedestrian-oriented development. An industrial/commercial land strategy may also be required to facilitate eco-industrial networking, transit provisioning and mobility.</p>
	<p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of community covered by program b. Degree to which the area in (a) exhibits the full implementation of supportive land use c. % reduction in transportation emissions (see Background section for guidance on emissions reduction potential) <p>Example: $(a*b*c) = (50\% * 25\% * 30\%) = 3.8\%$ for LDV</p>

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Action	Description
5.3 Street design	<p>Key Question: This action is recommended for all communities unless there is a reason why it should not be implemented.</p> <p>Description: Reconfigure streets to be 'living streets' / 'complete streets' - including formalizing hierarchy (pedestrian - bike - transit - truck - car). Typically this is a policy decision, followed by street reconfiguration as streets are regularly scheduled for resurfacing / reconstruction for pavement maintenance or installation of utilities. If new streets are required, design to support a grid pattern.</p> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of community covered by program b. Degree to which the area in (a) exhibits the full implementation of supportive land use c. % reduction in transportation emissions (see Background section for guidance on emissions reduction potential) <p>Example: $(a*b*c) = (5\% * 25\% * 30\%) = 0.4\%$ for LDV</p>
5.4 Implement 30 km/hr speed limit in parts of the community	<p>Key Question: Is a 30km/hr speed limit feasible in parts of the community?</p> <p>Description: A 30km/hr speed limit helps to make the community safer and more appealing for pedestrians and cyclists. It also improves accessibility around the community for people of all ages. Examples: Rossland, Wells, Summerland, Penticton</p> <p>% Energy Savings Calculation: for LDV sector= $(a*b*c)/d$</p> <ul style="list-style-type: none"> a. Number of walking/cycling trips per year b. % of trips that would have been by car c. average walking/cycling trip length d. Total LDV vehicle kilometers travelled (VKT) (estimation can be derived from CEEI data) <p>Example: $(a*b*c)/d = (36,500 * 20\% * 1.5) / 200,000,000 = 0.01\%$ LDV emissions</p>
5.5 Variable Development Cost Charges (DCC's) to encourage infill development	<p>Key Question: Is the community growing?</p> <p>Description: Some communities have flat DCC's, however real infrastructure costs can vary based on where a new building or development is located. Infrastructure costs for infill development (e.g. using existing roads and streetlights) may be much lower than for development in an outlying area. This could help encourage development near existing infrastructure, and discourage sprawl, reducing vehicle emissions.</p> <p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new developments covered by policy b. % of those in (a) who locate closer to existing infrastructure c. Average % reduction in trip distances achieved <p>Example: $(a*b*c) = (100\% * 10\% * 25\%) = 2.5\%$ reduction in vehicle emissions</p>



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Action	Description
5.6 Flow RGS, OCP, and LAP through to zoning	<p>Key Question: Recommended for all communities.</p> <p>Description: It is important to flow climate and energy-related statements from the RGS or OCP through to local area / neighbourhood plans and zoning. Often good statements in the RGS/OCP just need to be implemented all the way through in a rigorous way.</p>
	<p>% Energy Savings Calculation: N/A – depends on OCP policies.</p>



6. Vehicle Transportation – Infrastructure & Collaboration

Action	Description
6.1 Active transportation planning	<p>Key Question: This action is recommended for all communities considering transportation demand management.</p> <p>Description: Active transportation planning processes can lead to future policy and infrastructure changes. A number of communities have researched, developed and planned active transportation initiatives through funding grants offered by the Built Environment and Active Transportation (BEAT) initiative of the BC Recreation and Parks Association (BCRPA) and UBCM. Many of these communities are small yet have started ambitious active transportation plans. Such programs can kick-start a transportation demand management (TDM) program for small or mid-size communities, especially those with little or no public transit.</p> <p>Calculation: N/A - this is a planning process which will not produce direct results itself, but may lead to projects that will produce savings.</p>
6.2 Improve active transportation infrastructure	<p>Key Question: Are there major trip destinations (commercial services, schools, hospital, employers, etc.) less than 3km from a significant number of residences for walking, and within 5-8km for cycling?</p> <p>Description: Local governments can easily promote walking. Walking is suitable for trips in small and mid-size communities where distances in town are short. Most people can walk a kilometre in 10 minutes and can walk for 30 minutes, or approximately 3 km, during good-weather months. It is reasonable to target distances of 3 km or less for the promotion of active transportation (if combined with strategies to change people's perception of the time and effort it takes to walk).</p> <p>Cycling is perhaps the fastest way to make a trip of less than 5 km. It is reasonable to target distances of 5 to 8 km for cycling in an active transportation strategy.</p> <p>Cyclists travelling 8 km or more value shower facilities at their final destination, and all cyclists value safe, secure storage for their bikes. These facilities can be installed at various sites of employment in a community, such as public institutions, businesses and regional district or municipal offices. A major barrier to increasing the number of cycling trips to workplaces is lack of secure bike lock-ups and change-room facilities. Requiring these basic facilities can be made part of the development process through a community's planning bylaw.</p> <p>Online tools and guidance to estimate the demand for bike routes is available. In BC, it is estimated that 2% of all trips are by bike as a default.</p> <p>Other important parameters include percentage of cyclists using the bike route that would otherwise have driven, and average bike trip length. Where locally-specific data are not available, the following benchmarks may be used:</p> <ul style="list-style-type: none"> • % of non-recreational cyclists who would have driven, if they were not cycling: 50%. • Average BC cycling commuter distance: 5km each way, 10km return trip.

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Action	Description
	<p>% Energy Savings Calculation: for LDV sector= $(a*b*c)/d$</p> <ul style="list-style-type: none"> a. Number of active transportation trips/year b. % of trips that would have been by car c. average trip length d. Total LDV vehicle kilometers travelled (VKT) (estimation can be derived from CEEI data) <p>Example: $(a*b*c)/d = (36,500 * 25\% * 4) / 200,000,000 = 0.02\%$ LDV emissions</p>
6.3 Anti-idling campaign / bylaw	<p>Key Question: Do a significant number of people idle vehicles in the community?</p> <p>Description: Natural Resources Canada has the position that idling for over 10 seconds uses more fuel, costs more money, and produces more CO₂ emissions than restarting your engine. There can also be substantial air quality savings.</p> <p>Many communities in BC have bylaws in place that prohibit idling at certain times of the year in certain places. Good places to target may be at schools and nurseries, in order to help protect the health of children. Outside the municipal office can also help to set a good example, and can be an easy place to enforce.</p> <p>Northern Rockies Regional Municipality has an innovative approach, using a carrot rather than a stick to encourage people not to idle. The municipality runs a campaign called "Idle-less October" in Fort Nelson, with sweet treats left on the windshields of non-idling vehicles and labels saying "Thank you for not idling!".</p>
	<p>% Energy Savings Calculation: for LDV sector = $(a*b)$</p> <ul style="list-style-type: none"> a. Estimated LDV fuel consumption from idling b. Estimated reduction from anti-idling activities <p>Example: $(a*b) = (1\% * 10\%) = 0.1\%$ LDV emissions</p>
	<p>% Energy Savings Calculation: for LDV sector = $(a*b*c)/d$</p> <ul style="list-style-type: none"> c. Number of cycling trips/year d. % of trips that would have been by car e. average cycling trip length f. Total LDV vehicle kilometers travelled <p>Example: $(a*b*c)/d = (36,500 * 30\% * 5) / 200,000,000 = 0.03\%$ LDV emissions</p> <p>This calculation methodology is only relevant where bicycle facilities are constructed on commuter routes, or to other major destinations to which people travel by car. Recreational bike paths will not lead to a reduction in emissions, and may even lead to an increase in emissions, since people may drive to them.</p>



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Action	Description
6.4 Special event planning	<p>Key Question: Are large special events planned?</p> <p>Description: Local governments often promote transit for transportation to major community or sporting events in their area. There are direct benefits to having people try alternative modes of transportation during large events. Experience has shown that people will be more likely (at worst, less reluctant) to use transit after having a good experience at a special event. This was the case in Victoria in 1994 when a 12-day major sporting event saw record modal splits for transit (50% and up), which set the stage for an impressive five-year growth in ridership.</p> <hr/> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of LDV travel associated with travel to/from event b. % of travel population in (b) affected by action c. Average % reduction in vehicle kilometers travelled by population in (c) <p>Example: $(a*b*c) = (1\% * 20\% * 10\%) = 0.002\%$ LDV sector</p>
6.5 Collaborate with major employers on work-related transportation	<p>Key Question: Is there a major employer(s) in the community?</p> <p>Description: Collaboration with major employers such as industries, schools and hospitals can uncover opportunities to reduce commuting-related transportation emissions.</p> <p>UVic achieved a 27% reduction in campus parking during a 30% growth in student population and major new building activity in the past 16 years. Single-occupant vehicle traffic to campus plunged from 58% in 1992 to 37.5% in 2008, while parking rates soared from minimally priced to market-rate priced.</p> <hr/> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of LDV travel associated with travel to/from employer/institution b. % of travel population in (a) affected by action c. Average % reduction in vehicle kilometers travelled by population in (b) <p>Example: $(a*b*c) = (10\% * 50\% * 20\%) = 1.0\%$ LDV emissions</p>



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Action	Description
6.6 Transit suite	<p>Key Question: Are there major trip destinations beyond 8km that are not sufficiently served by transit?</p> <p>Description: There are 82 transit systems serving 50 communities in BC. Three types of transit service are operated through BC Transit: conventional transit, paratransit and custom transit.</p> <ul style="list-style-type: none"> • Conventional transit serves the general population using mid-size, large or double-decker buses with fixed routes and fixed schedules. Most buses are fully wheelchair accessible, with door ramps that lower. • Paratransit offers small-town, rural and suburban areas flexible routing and schedules for passengers using minibuses, taxis and vans. Many paratransit systems offer trips beyond their immediate community one or more days a week. • Custom transit serves those who cannot use conventional transit because of a disability. It operates vans and minibuses for dial-a-ride, door-to-door handyDART service. Service is also offered through contracted Taxi Supplement and Taxi Saver (discounted coupon) programs. <p>Many factors affect transit deployment, key ones being residential density and form.</p> <p>% Energy Savings Calculation: for LDV sector = (a*b)</p> <p>a. % of population affected by transit measures (within approx. 400 meters of stops) b. Average % reduction in vehicle kilometers traveled for population in (b)</p> <p>Example: = (20% * 5%) = 1% LDV emissions</p>
6.7 Intercommunity transit services	<p>Key Question: Is there significant inter-community travel?</p> <p>Description: While trips between BC communities have typically relied on the private automobile, there are publicly funded transportation links between many communities, some covering distances of several hundred kilometres. These transportation links are usually established for a specific purpose and are not well known or publicized. The transit link between Vernon and UBC Okanagan in Kelowna is a key example, providing a long-distance transit link from one community to a post-secondary institution in another community. This practice is not common in small or mid-size communities and could be more widely implemented.</p> <p>Health Connections is a provincially funded program to address regional travel needs for rural residents who must travel long distances to access specialized nonemergency medical services. Regional health authorities have full discretion in how they seek to deliver this service. Service restrictions vary region to region, but many include intercommunity bus services.</p> <p>The Interior Health Authority provided an estimated 25,000 rides in 2008, with 35% of trips being medical in nature. Within the 200,000-square-kilometre Interior health region, encompassing the East Kootenay, Kootenay-Boundary, Okanagan and Thompson Cariboo Shuswap areas, these trips are a largely untapped resource for the area's 700,000-plus residents. Few people know about this service because it is not well advertised outside of doctors' offices and the medical community. Promoting these services is an opportunity for local governments.</p>



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Action	Description
	<p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of population affected by inter-community transit b. % of VKT related to inter-community travel c. % of LDV trips avoided <p>Example: = $(60\% * 10\% * 10\%) = 0.6\%$ LDV emissions</p>
6.8 Support car share cooperatives	<p>Key Question: Is there a sizeable population within walking distance of a potential shared vehicle?</p> <p>Description: Car cooperatives help people to become single car families, or even live in a community without owning a vehicle. This in turn can help to reduce the number of vehicle trips taken. Local governments can support car co-ops by providing them with free parking, and also enacting bylaws reducing the parking requirement for residential developments near a car share co-op space. Examples: Kootenay Carshare Coop, Okanagan Carshare Coop, Modo (Vancouver).</p> <hr/> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of population near potential car share co-op space b. % of (a) that would use the service c. % reduction in their LDV trips <p>Example: = $(50\% * 5\% * 10\%) = 0.3\%$ LDV emissions</p>
6.9 Raising awareness of ride sharing and guaranteed ride home programs	<p>Key Question: Are there major trip destinations beyond 8km that are not sufficiently served by transit?</p> <p>Description: Carpooling is a simple way for local governments to begin TDM while saving money, reducing congestion and conserving energy along the way.</p> <p>Founders of the Kootenay Carshare Coop set up a ride-sharing system for longer-distance intercommunity travel where rides could be offered or sought for travel between communities. This ride-matching service is now run by the Kootenay Rideshare and is undergoing expansion; details can be found at www.kootenayrideshare.com.</p> <p>"With car sharing as a choice, Car Co-op members drive much less (1400 km/year) than the average driver (6000-24,000 km/year) in the Lower Mainland." Source: Cooperative Auto Network. (75%-94% reduction but much of this cannot be directly attributed to a coop.)</p> <p>Other ride sharing services exist, including Hitch Planet, Jack Bell, and people posting messages on websites such as Kijiji.</p> <p>Local governments can promote these services.</p> <hr/> <p>% Energy Savings Calculation: for LDV sector= $(a*b)$</p> <ul style="list-style-type: none"> a. % of population affected by ride-share b. Average % reduction in vehicle kilometers traveled for population in (b) <p>Example: = $(10\% * 10\%) = 1\%$ LDV emissions</p>



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Action	Description
6.10 Low carbon and electric vehicle fuelling / charging stations	<p>Key Question: Can adequate resources be allocated to implement these recommended actions?</p> <p>Description: Low carbon and electric vehicles can play a significant role in reducing emissions from light duty (passenger) vehicles. Local governments can play an enabling role in this transition. Measurement may be difficult, but without this suite or a similar one, the local transition to low carbon and electric vehicles may be delayed by many years.</p> <p>Battery electric vehicles may be appropriate in some communities, with current models that travel on highways and can travel for over 100km. In other areas, plug-in-electric-hybrids (PHEV) may be a more practical option. With PHEVs, most travel within the community can be done on electricity and the gasoline engine can provide power to the batteries for extended highway driving. Some models have an option to heat the cabin up before unplugging.</p> <p>There are several specific actions all local governments can take to prepare for low carbon and electric vehicles.</p> <ul style="list-style-type: none"> • Sign on to provincial 'EV-Ready' bylaw if & when it is available. Analysis indicates 80% of charging will be done at home. • Include EV charging infrastructure in sustainability guidelines • Ensure permitting processes (for renovations particularly) are set up to smoothly address electric vehicle charging infrastructure • Consider low carbon vehicles (see action 4.3) and electric vehicles for the local government fleet to demonstrate the viability of the technology • Set up charging stations at highly visible locations, preferably where there are many amenities (e.g. downtown) <p>For higher growth communities, a requirement for alternative fuelling could be established for new gas stations. Surrey City Council passed an innovative new fuel initiative. All new service stations in Surrey will be required to provide at least one alternative fuel source, such as hydrogen, compressed natural gas, or electric vehicle recharging, in addition to conventional gasoline, diesel and propane energy.</p> <p>% Emissions Savings Calculation: N/A – unqualifiable at this time, however given national and international projections, with supportive measures as outlined above, electric vehicles (split between PHEV and battery electric vehicles) could comprise up to 2% of passenger vehicles on the road by 2020.</p>
6.11 Electric vehicle & e-bike awareness event	<p>Key Question: Are there electric vehicles in or near the local community, e.g. being sold by local businesses?</p> <p>Description: Public curiosity on electric vehicles can be very high. A recent event in Kelowna run by a volunteer organization attracted approximately 100 people. Many people are unfamiliar with electric vehicles, electric scooters, and electric bikes, and could benefit from learning more about them and how they could be applied to their life. Electric vehicles have much cheaper running costs than conventional gasoline vehicles, and can help people save money.</p> <p>% Emissions Savings Calculation: N/A – unqualifiable at this time</p>



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Action	Description
6.12 Natural Gas Vehicle Collaboration	<p>Key Question: Are there heavy-duty fleets that could refuel where local government fleets refuel?</p> <p>Description: Gasoline and diesel have approximately 140% of the emissions per unit of energy as natural gas. Natural gas refuelling stations need a critical mass of return-to-base heavy duty vehicles (often ten or more) to be viable. The local government may have some fleet vehicles that could be converted to natural gas from diesel to meet its carbon-neutral operations commitments. Collaborating with other local return-to-base fleets (such as BC Transit, school board, waste haulers, and commercial operators) could provide the critical mass to make a refuelling station viable. This can lower the emissions from all of the participating entities. Example: BC Transit buses in Kamloops and Nanaimo, and School District 23 (Central Okanagan) school buses.</p> <p>Further calculations available in "Option 1A: Project Profile Low Emissions Vehicles" at the 'how' tab of www.toolkit.bc.ca/carbon-neutral-government.</p> <p>% Energy Savings Calculation = $(a/b)*c$, where:</p> <ol style="list-style-type: none"> Number of heavy duty vehicle-kilometers traveled from vehicles converting to natural gas Total number of heavy duty vehicle-kilometers traveled % difference in emissions from original configuration to natural gas configuration (efficiency and carbon intensity) <p>Example: $(a/b)*c = (10,000/100,000) * 30\% = 3\%$ of emissions from existing heavy duty commercial vehicles</p>



7. Waste

Action	Description
7.1 Organics diversion	<p>Key Question: Is a significant amount of organics going to landfill that could be economically diverted?</p> <p>Description: GHG emissions from landfills are primarily from the decomposition of buried organics. Create a comprehensive composting program:</p> <ul style="list-style-type: none"> • Encourage grass swapping and back-yard composting. • Create a public compost pick-up site and program. • Support existing and new capacity for reusable resources, including Free Swaps, Share Sheds, free-store for unwanted goods, and building materials depot. <p>Organics make up approximately 43 percent of solid waste in Metro Vancouver according to the Recycling Council of BC, which also states that on average, each British Columbian generates over 600 kilograms of waste annually. By diverting organics, each of us has the opportunity to remove approximately 200 kilograms from the solid waste stream every year. Much of this "waste" can be turned into valuable compost that can be used on gardens and landscaping. Example: City of Kelowna landfill producing GlenGrow and OgoGrow.</p> <p>Further calculations available in "Option 1D: Project Profile Household Organic Waste Composting" at the 'how' tab of www.toolkit.bc.ca/carbon-neutral-government</p>
	<p>% Energy Savings Calculation for municipal solid waste sector: $= (a - c) * b$</p> <p>a. % of landfill GHG's from organics b. % of organics diverted annually c. Average % of emissions over planning period (to 2050?) from organics currently in landfill under BAU scenario</p> <p>Example: $(a - c) * b = (80\% - 25\%) * 10\% = 35\%$ waste emissions</p>
7.2 Encourage water conservation	<p>Key Question: Could the community benefit if water consumption was reduced?</p> <p>Description: Many BC communities could benefit if water consumption was reduced. Reduced water consumption could reduce City operations costs (including energy costs) for treatment and pumping. Growing communities can defer the need for new capital investment. And communities in water challenged areas can greatly benefit through ensuring water supplies are more secure.</p> <p>Communities can encourage water conservation through many means, including restrictions on garden watering in summer, public education, water metering, and providing rebates. Regarding rebates, communities can partner with utilities in order to reduce the purchase cost of energy and water efficient appliances in their communities.</p> <p>Example: over a few years, the City of Fort St John ran a highly successful toilet rebate program, managing to exchange over 3,500 old toilets, saving 87 million litres of water over 2009. The City said this deferred the need for reservoir expansions, and saved millions of dollars.</p>

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Action	Description
	<p>% Emissions Savings Calculation = (a*b) (electricity only)</p> <p>a. % of community commercial electricity consumption associated with water and wastewater treatment and pumping (8% for Cache Creek, 6% for Lumby)</p> <p>b. % of reduction in electricity consumption</p> <p>Example: $(a*b) = (7\%*10\%) = 0.7\%$, for commercial electricity</p>
7.3 Support local food production, e.g. farmers markets, community gardens, community greenhouse	<p>Key Question: Is there local interest in growing your own food, and is it feasible locally?</p> <p>Description: Many communities support local food production through farmers markets and community gardens. Some go further and have edible landscaping, or support community greenhouses. This reduces trips required to go to the grocery store, and "food miles" i.e. the number of miles food must travel to get from the producer to the plate. There can also be economic benefits by keeping food dollars local and not exporting them.</p> <p>Examples: community greenhouse in Invermere, food forest at a Regional District of Central Okanagan park.</p>
	<p>% Emissions Savings Calculation: N/A – unqualifiable at this time. Will vary between communities.</p>



8. Enabling Actions

Action	Description
8.1 Review land use & transportation plans / policies for SCEEP incorporation	<p>Key Question: Recommended for all communities.</p> <p>Description: It can be necessary or helpful to review land use & transportation plans / policies to ensure that the SCEEP is incorporated. This can help to ensure that the SCEEP is embedded into the local government's processes, and will not be forgotten.</p>
	<p>Calculation: This enabling action does not have direct impacts itself, however it may help achieve results from other actions.</p>
8.2 Organizational structure for climate action	<p>Key Questions: Are there questions about who is accountable within council / board as well as within staff for climate action? Can there be benefits from establishing a committee, or incorporating into an existing committee?</p> <p>Description: Climate action crosses all departments and levels within a local government. Establishing decision-making, communication, accountability, and resourcing structures that are appropriate for the size and culture of the local government has repeatedly been proven to be critical to implementing actions in a cost-effective manner and achieving results. Taking time up-front to establish such structures is a worthwhile investment in setting implementation up for success. Key questions to answer include:</p> <ul style="list-style-type: none"> • Who makes which decisions regarding climate action? • Who is expected to do what and how are they held accountable? • What new / different communication / planning is required (sewer or road work and district energy)? • What organizational structure changes are required to operationalize this? (Council climate committee? cross-departmental working group? updated job descriptions / resource allocation to include climate action? new positions? ...) • How will capital, operating and human resource elements of the SCEEP be funded?
	<p>Calculation: This enabling action does not have direct impacts itself, however it may be critical to achieving results from other actions.</p>
8.3 Establish a regional energy cooperative	<p>Key Question: Is there strong interest in clean energy in the community?</p> <p>Description: Energy cooperatives are companies owned by their members, rather than by shareholders, with each member having an equal vote. Community energy cooperatives have provided an important vehicle for development of local renewable energy in Denmark, the Netherlands and Germany. In Germany, 200,000 people own shares in local wind turbines. City of Dawson Creek played an important role in establishment of the Peace Energy Cooperative, providing advice and other forms of non-financial support.</p>
	<p>Calculation: Impacts from this enabling action will be dependent on actions and investments of the co-op. This can provide funding and a sense of community and buy-in to climate actions.</p>

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Action	Description												
8.4 Identify green economy opportunities	<p>Key Question: This enabling action is recommended to all local governments who want to achieve economic development / diversification benefits from climate action.</p> <p>Description: British Columbians pay on average \$4200 per person annually for energy in their communities (i.e. electricity, natural gas and transportation fuels), not including energy consumed by industry, airlines, ferries, etc. For most communities, 70-80% of money spent on energy leaves town, going to utilities, oil companies, and provincial and federal taxes. Local clean energy development and energy efficiency can be drivers of economic diversification in rural BC, presenting opportunities for communities to transition to a green economy, thereby generating long-term economic and community development benefits. A “green economy” is characterized by low carbon (with renewable energies replacing fossil fuels), low resource depletion and low environmental degradation.</p> <p>A guide to achieving economic development potential of climate action is <i>Clean Energy for a Green Economy</i> available at http://communityenergy.bc.ca/?dml_download_category=economics</p>												
	<p>Calculation: This enabling action will assist in moving other actions forward.</p>												
8.5 Leverage local government assets to create expertise and community-wide change	<p>Key Question: Are actions being taken in local government (LG) operations that could be leveraged to support community-wide action?</p> <p>Description:</p> <table><tr><th></th><th>LG Action</th><th>Community Opportunities</th></tr><tr><td rowspan="2">Buildings</td><td><ul style="list-style-type: none">- District energy systems- Building energy efficiency retrofits- New green buildings</td><td><p>Awareness: Increasing public awareness of clean energy and conservation, leading to a greater willingness to explore clean energy and conservation, particularly if corporate actions are deployed in a way to maximize public visibility.</p><p>Association: Visible actions that others are implementing clean energy and conservation.</p><p>Action: Local governments across BC are exploring district energy systems with their own buildings as the first buildings that provide critical mass for the system. Many local governments are also connecting public sector organizations in BC which all have carbon neutral commitments. These systems then extend to the surrounding community.</p></td></tr><tr><td>Fleet</td><td><ul style="list-style-type: none">- Biofuels- Hybrids / EV's</td><td><p>Agency: Improved access to fuels and mechanics who can service biofuel, hybrid, or electric vehicles.</p></td></tr><tr><td>Other</td><td><ul style="list-style-type: none">- Carbon neutral actions</td><td><p>Awareness and Association: Provides local government leaders (staff and elected officials) an opportunity to gain knowledge of clean energy and conservation so they can more confidently demonstrate community leadership by implementing them where appropriate in their own business or residence.</p></td></tr></table>		LG Action	Community Opportunities	Buildings	<ul style="list-style-type: none">- District energy systems- Building energy efficiency retrofits- New green buildings	<p>Awareness: Increasing public awareness of clean energy and conservation, leading to a greater willingness to explore clean energy and conservation, particularly if corporate actions are deployed in a way to maximize public visibility.</p> <p>Association: Visible actions that others are implementing clean energy and conservation.</p> <p>Action: Local governments across BC are exploring district energy systems with their own buildings as the first buildings that provide critical mass for the system. Many local governments are also connecting public sector organizations in BC which all have carbon neutral commitments. These systems then extend to the surrounding community.</p>	Fleet	<ul style="list-style-type: none">- Biofuels- Hybrids / EV's	<p>Agency: Improved access to fuels and mechanics who can service biofuel, hybrid, or electric vehicles.</p>	Other	<ul style="list-style-type: none">- Carbon neutral actions	<p>Awareness and Association: Provides local government leaders (staff and elected officials) an opportunity to gain knowledge of clean energy and conservation so they can more confidently demonstrate community leadership by implementing them where appropriate in their own business or residence.</p>
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		Fleet	<ul style="list-style-type: none">- Biofuels- Hybrids / EV's	<p>Agency: Improved access to fuels and mechanics who can service biofuel, hybrid, or electric vehicles.</p>									
Other	<ul style="list-style-type: none">- Carbon neutral actions	<p>Awareness and Association: Provides local government leaders (staff and elected officials) an opportunity to gain knowledge of clean energy and conservation so they can more confidently demonstrate community leadership by implementing them where appropriate in their own business or residence.</p>											
	<p>Calculation: Impacts of these enabling actions are highly dependent on specific actions planned for local government operations.</p>												



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Action	Description
8.6 Long-term, deep community engagement (culture change)	<p>Key Question: Do the other actions identified fall short of the desired change?</p> <p>Description: Overall, the purpose of social mobilization for British Columbia climate action is to:</p> <ol style="list-style-type: none"> 1. Engage residents in developing and implementing climate solutions through collective, 'bottom-up', informal, organizational and institutional initiatives. 2. Change collective behaviour to reduce carbon footprints. 3. Build public support for (and contributions to) low-carbon climate policies and actions focused on the green economy, ecological resilience and sustainable communities, in order to achieve GHG targets, short- and long-term, as well as other provincial climate change goals. 4. Build capacity and resilience to plan and respond to climate change adaptation and mitigation. <p>Active mechanisms can be established to pilot, replicate and monitor successful social engagement techniques, such as the Columbia Basin Community Adaptation program, and the UK Rural Community Councils community-led planning, which writes:</p> <p><i>People need ... information, a realistic assessment of the threat or diagnosis, a sense of personal control over their circumstances, a clear goal, an understanding of the strategies to reach that goal, a sense of support, and frequent feedback that allows them to see that they are moving in the right direction.</i></p> <p>A recent study found that reasonably achievable emissions reductions are approximately 20% in the US household sector in 10 years, if "most effective non-regulatory interventions are used," such as incentives and social marking (Dietz, T., Gardner, G. T., Gilligan, J., Stern, P. C., Vandenberg, M. P.: Household actions can provide a behavioural wedge to rapidly reduce U.S. carbon emissions, in <i>Proceedings of the National Academy of Sciences</i>, 106: 44, 18452-18456, 2009).</p> <p>Calculation: Impacts can be substantial but are highly dependent on the specific program implemented.</p>



Regional District of Kootenay Boundary | SCEEP



Regional District of Kootenay Boundary Strategic Community Energy & Emissions Plan

DRAFT

January 19 and 20, 2016



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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List of Acronyms

BAU	Business As Usual
BCH	BC Hydro
CBT	Columbia Basin Trust
CEA	Community Energy Association
cea	a certified energy advisor (depending on context).
CEEI	Community Energy and Emissions Inventory (inventories created by the Province for each local government)
CO ₂	Carbon Dioxide
DCC	Development Cost Charge
DSM	Demand Side Management (name for measures used to reduce energy consumption)
EEC	Energy efficiency and conservation
FBC	Fortis BC (electricity and gas) utility
GHG	Greenhouse Gas (there are several different anthropogenic GHGs and they have different relative impacts. When tonnes of GHGs are stated in the document the standard practice of stating this in equivalent of tonnes of carbon dioxide is followed. Carbon dioxide is the most important anthropogenic GHG.)
GJ	Gigajoules (one of the standard measures of energy)
HERO	Home Energy Rebate Offer, a program offered through FortisBC and BC Hydro to provide rebates to homeowners for energy efficient renovations.
HPO	Homeowners Protection Office
HDV	Heavy Duty Vehicles (i.e. commercial vehicles, like trucks)
ICSP	Integrated Community Sustainability Plan
kWh	kilowatt hours (standard measure of energy, typically used with electricity)
LAP	Local Area Plan
LDV	Light Duty Vehicles (i.e. the types of vehicles driven by ordinary people)
OCP	Official Community Plan
RGS	Regional Growth Strategy
SCEEP	Strategic Community Energy and Emissions Plan



Executive Summary

On January 19 and 20, 2016, a workshop was held with Regional District of Kootenay Boundary staff, Rural Area Directors, Interior Health, Ministry of Highways and Infrastructure, Montrose Village staff, Warfield Village Councillor, community representatives from Christina Lake, Kettle Valley Watershed, certified energy advisor, Lower Columbia Initiatives Corporation and Teck. The workshop was facilitated by Community Energy Association and Fortis BC. The project is funded by the FortisBC, Columbia Basin Trust and Natural Resources Canada.

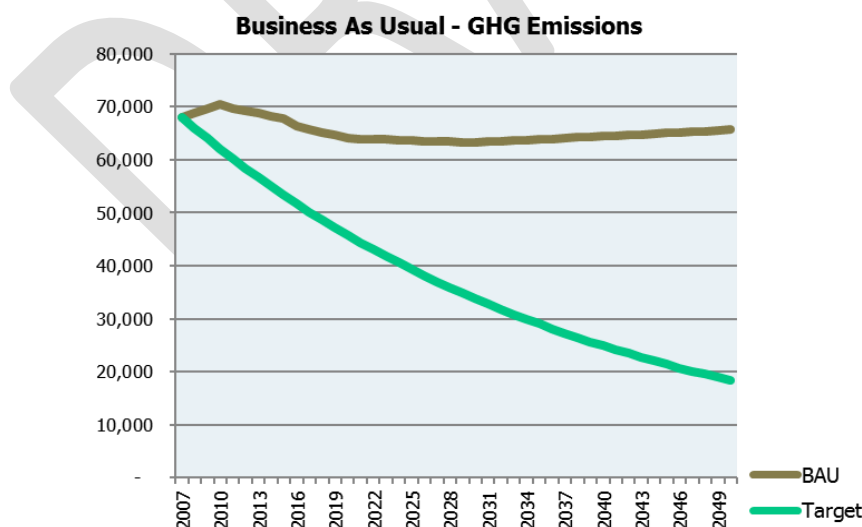
Many thanks to the workshop group who spent their day to look at energy, emissions, and energy expenditure data for the community as a whole and develop an action plan.

Community energy and emissions – current status and business as usual

For the modelling process, the workshop group used an annual community population growth rate of 0.25% and used the reduction target consistent in all of the Rural RDKB OCPs which is to reduce emissions 33% below 2007 levels by 2020.

In 2010 total Rural Unincorporated Areas energy expenditure was approximately \$44.9 million, and GHG emissions were approximately 70,500 tonnes. Further detail on the energy and emissions for the community can be found in the 2010 Community Energy and Emissions Inventory (CEEI) produced by the Province (see Appendix 1).*

With no action plan, but taking into account the GHG reducing impact of Provincial and Federal policies already in place, community emissions are predicted to change relative to the target trajectory according to the following chart:



* Note the 2012 CEEI data is expected to be released by the Province in the coming months.



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Regional District of Kootenay Boundary is a climate action leader and has already initiated a number of actions. The workshop group identified an action plan to further reduce community energy consumption & emissions:

Actions	Already done / ongoing	2016	2017	2018	2019	2020
1 Buildings Basics						
1.1 Promote electricity, natural gas, & other energy efficiency programs		x				
1.3 Building code energy efficiency - educate & support compliance		x				
2 Buildings High-Growth Measures						
2.1 Sustainability checklist for buildings			x			
2.2 Create rezoning policy to achieve desired energy performance		x				
2.3 Review zoning bylaw for opportunities to encourage energy performance		x				
2.6 Fee rebates to encourage improved energy performance			M			
2.8 DCC reductions or waivers for GHG's - Beaver Valley H2O system				M		
2.9 Explore DPA - to enhance energy performance (e.g. orientation, landscaping)		x				
2.10 Explore DPA - for on-site renewable energy			x			
3 Residential Buildings						
3.1 Sign on to solar-ready building code provision			x			
3.2 Education for developers - energy efficiency & renewable energy			x			
3.3 Education for realtors - energy efficiency & renewable energy			x			
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)			x			
3.6 Efficient wood stove program & bylaws		x				
4 Commercial / Institutional Buildings						
4.1 Promote the free Business Energy Advisor assessments			x			
4.3 Convert City owned ornamental streetlights to LED			x			
5 LDV Transportation Urban Form						
5.1 Land use suite "lite"		x				
5.2 Land use suite "enhanced"		x				
5.3 Street design		x				
5.4 Implement 30 km/hr speed limit in parts of the community			x			
5.6 Flow RGS, OCP, and local area plans through to zoning+B160		x				
NEW ACTION - tree retention / replacement bylaw to prevent erosion			x			
6 LDV Transportation – Infrastructure & Collaboration						
6.1 Active transportation planning				x		
6.2 Improve active transportation infrastructure				x		
6.3 Anti-idling campaign / bylaw					x	
6.5 Collaborate with major employers on work-related transportation					M	
6.6 Transit suite					M	
6.8 Support car share cooperatives				x		
6.9 Raising awareness of ride sharing and guaranteed ride home programs				x		
6.10 Low carbon and electric vehicle fuelling/charging stations				x		
6.11 Electric vehicle & e-bike awareness event					M	
NEW ACTION - start planning for RDKB heavy duty fleet EVs conversion				x		
7 Waste						
7.1 Organics diversion - planning for soil organic matter retention				x		
7.2 Encourage water conservation				x		
7.3 Support local food production, e.g. farmers markets, community gardens				x		
8 Enabling Actions						
8.1 Review land use & transportation plans / policies for SCEEP incorporation				x		
8.2 Organizational structure for climate action - CEM mandate from CEA				M		
8.3 Establish a regional energy co-operative		x				
8.4 Identify green economy opportunities		x				
8.5 Leverage local government assets into community change				x		
8.6 Long-term, deep community engagement (culture change)		x				

The actions marked with an 'M' were categorised as 'maybes'.

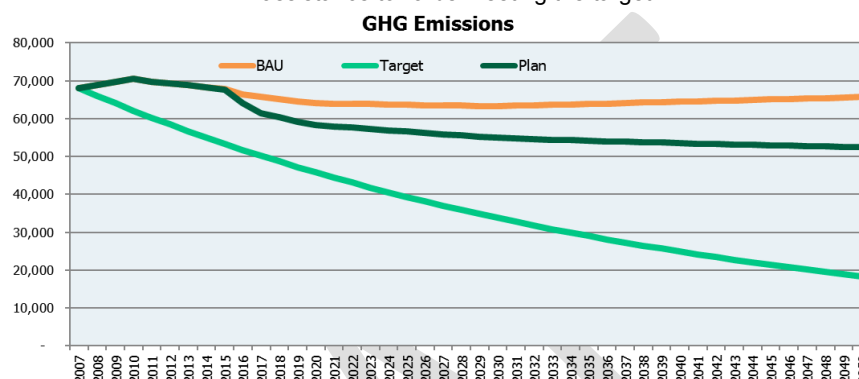
The numbers of the actions listed above correspond to their numbers in the SCEEP Actions Guide (see Appendix 2), which contains further detail about each of them. Some new actions were also created and not listed in the SCEEP Actions Guide (for further details on this see the "Unpacking Actions" sub-section). Information on FortisBC DSM program incentives found on the website: <http://www.fortisbc.com/Rebates/RebatesOffers/>. An in-depth discussion on all of the opportunities and most of the actions occurred at the workshop.



Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT**5****Results**

The estimated impact of the plan on community greenhouse gas emissions (in tonnes of GHGs per year) is shown below. Significant emissions reductions will be achieved beyond Business As Usual, however there is still a considerable gap to the GHG target trajectory.

The Regional District of Kootenay Boundary has levers to reduce community energy and emissions and can move closer towards its target, but many things do remain outside of the Regional District's control including Federal and Provincial actions, and technological changes. These may provide significant assistance towards meeting the target.



Note that actions to reduce electricity consumption will result in financial savings for the community, but will not result in significant savings in emissions. Electricity in BC has a very low greenhouse gas intensity, and should be carbon neutral from 2016.

The major actions for Kootenay Boundary, listed by impacts in terms of annual GHG savings in the year 2020 are:

- 7.1 – Organics diversion – 1454 tonnes / year
- 5.2 – Land use suite “enhanced” – 900 tonnes / year
- 1.1 – Promote electric, natural gas and other energy efficiency programs - 273 tonnes / year

Next Steps

1. Report to the RDKB environment/sustainability committee for feedback & recommendation
2. Circulate DRAFT report to workshop participants, and identify additional stakeholders to contribute, e.g. School District 20, Business Community
3. Submit final Strategic Community Energy and Emissions Plan (SCEEP) to the Board, with goals, policies, and recommendations
4. Incorporate SCEEP into the Regional District policy framework
5. Ongoing SCEEP implementation



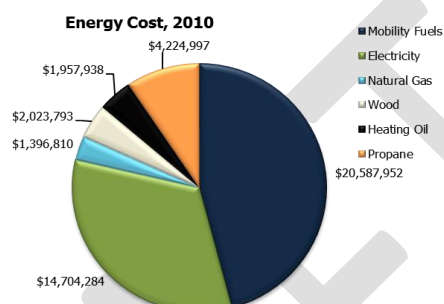
Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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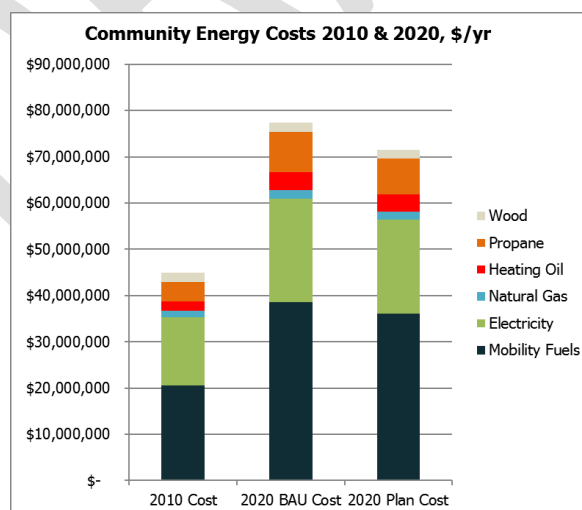
Community Financial Savings

For the Regional District of Kootenay Boundary, only a small percentage of the energy dollars spent within the community remain within the region. A significant co-benefit of implementing this plan to reduce energy consumption and emissions is that reducing energy dollars spent helps residents and businesses reduce expenses. In addition, locally generated energy helps to keep energy dollars local rather than exported.

The following chart shows the approximately \$44.9 million (\$4,100 per capita) of Kootenay Boundary Unincorporated Areas community energy expenditures made in 2010, split by fuel type.



The impacts of the plan are shown in the following chart, comparing 2010 and 2020. Rural community energy costs are projected to be reduced by approximately 8% through plan implementation. The model assumes that energy prices will increase to 2020. So, the 8% plan cost reduction equates to about \$6million per year (\$540 per capita). Although energy prices are very difficult to predict, there is confidence that the price of electricity will increase over the next few years.



Introduction

Through Bill 27, local governments in BC are required to make efforts towards reducing the greenhouse gas emissions of their communities. In addition, considering the energy and emissions from the community can give opportunities for increased efficiency and financial savings for the rural population of approximately 11,000 people. The figures in this report are based on 2010 energy and emissions inventory data from the Province, and recent energy costing data.

Bill 27 background

Through the Local Government (Green Communities) Statutes Amendment Act, also known as Bill 27, municipalities and regional districts are required to include targets, policies, and actions towards reducing greenhouse gas emissions from their communities in their Official Community Plans and Regional Growth Strategies.

Strategic Community Energy and Emissions Planning

A Strategic Community Energy and Emissions Plan (SCEEP) evaluates a community's existing energy use and greenhouse gas (GHG) emissions with a view to improving efficiency, cutting emissions, enhancing community resilience, managing future risks, and driving economic development. A SCEEP usually encompasses building and site planning, renewable energy supply, land use and transportation planning, and infrastructure (including solid and liquid waste management). It provides guidance to a local government in long-term decision making processes.

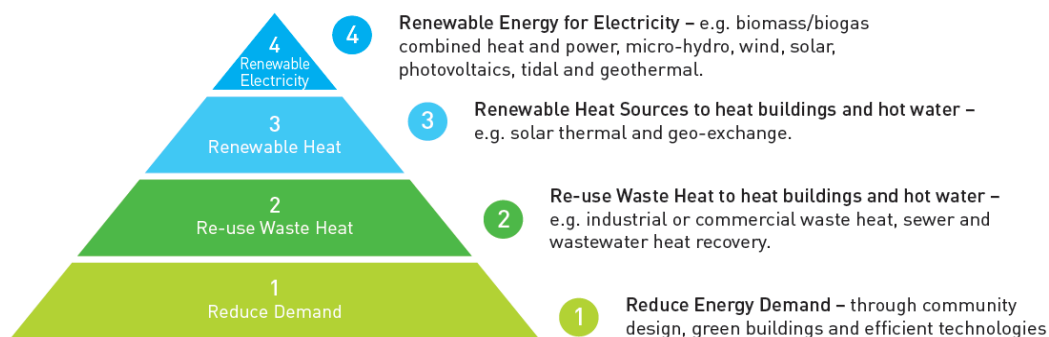
Most GHG emissions within a local government's jurisdiction result from energy consumption and the burning of fossil fuels. With this relationship it makes sense to combine GHG and energy planning into one integrated plan. While some communities have completed stand-alone energy or GHG action plans, the close linkages between energy and GHG emissions suggest that a combined plan is preferable. In this guide the term Strategic Community Energy and Emissions Plan (and the acronym SCEEP) is intended to incorporate both energy and GHG emissions, but not other emissions such as particulates or criteria air contaminants.

Energy Planning Hierarchy

Not all opportunities to influence energy and emissions across a community are created equally. It makes sense to reduce demand as much as possible first, since usually the best business cases are found through improving efficiency.



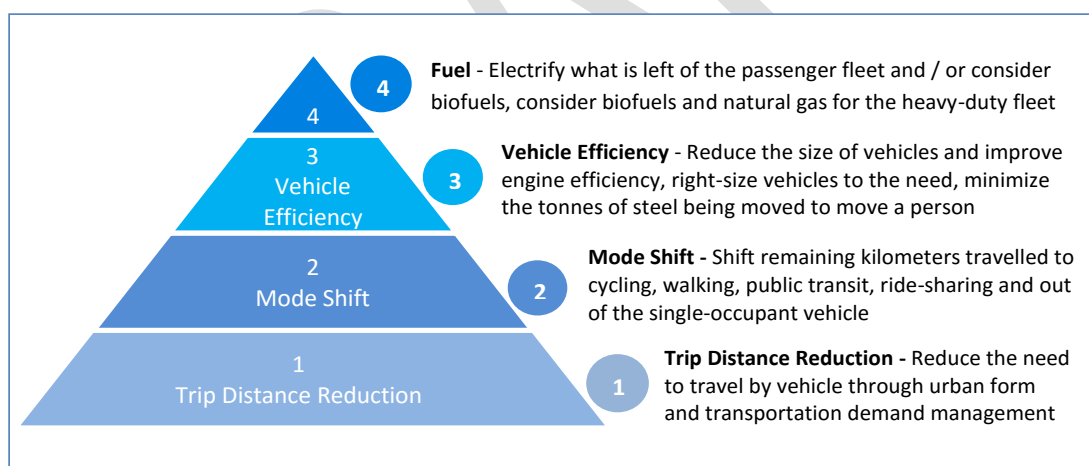
4 R's OF SUSTAINABLE COMMUNITY ENERGY PLANNING



Suggested steps in energy planning.

Concept source: Robyn Wark and Jorge Marques, BC Hydro

A similar hierarchy can be applied to the transportation sector. The easiest step to take is to reduce vehicular trip distances through appropriate urban form (planning) and transportation demand management.

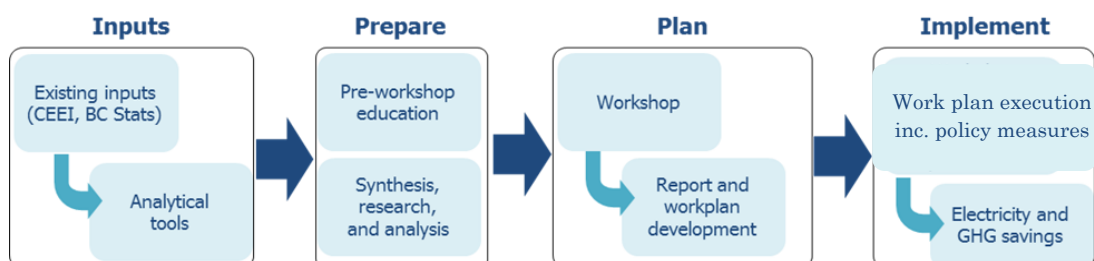


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SCEEP Actions Overview

Strategic Community Energy and Emissions Planning (SCEEP) is initiative assisting Kootenay communities within the Columbia Basin and FortisBC electrical service area to develop a cost effective and practical SCEEP including an implementation timeline. The SCEEP process is depicted in the graphic below:



REGISTRATION

- Initial call with key staff to determine comprehensive community information for analysis by CEA and select preferred SCEEP workshop dates

PREPARATION

- Engage in a 1 hour webinar approximately 1 week prior to your workshop to build on foundations from the pre-workshop reading

PLANNING

- Develop a SCEEP in your 1.5 day workshop, led by an expert in the field, funded by FortisBC and Columbia Basin Trust

IMPLEMENTATION

- Complete report and gain Council approval, with up to 12 hours of support funded by FortisBC and CBT
- Work on implementing policy measures with up to 35 hours of funded coaching
- Keep CEA, FortisBC, and CBT informed of success stories
- Green your community and achieve electricity and GHG savings

Participant Commitments

SCEEP participants commit to and are responsible for:

- Taking ownership and demonstrating leadership concerning the SCEEP
- Submitting SCEEP to Council for approval
- Implementing the SCEEP in their community

A Strategic Energy and Emissions Plan is a comprehensive, long-term plan to improve energy efficiency, reduce GHG emissions, and foster local green energy solutions in the community.

A Strategic Community Energy and Emissions Plan evaluates a community's existing energy use and GHG emissions in order to reduce energy consumption and emissions, improve efficiency, and increase the local renewable energy supply. A SCEEP encompasses buildings, land use and transportation planning, infrastructure (including solid and liquid waste management), and renewable energy supply. It provides guidance to a local government in planning future developments and in long-term decision making processes.

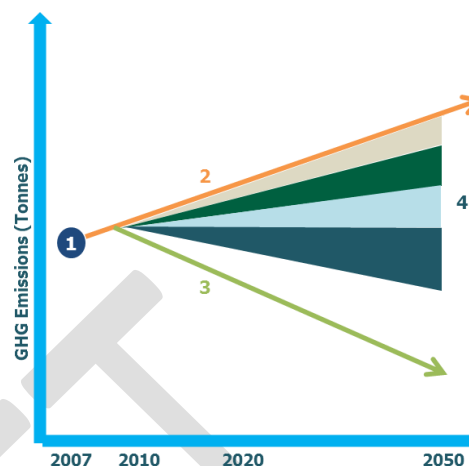


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There are four elements of a SCEEP:

1. **BASELINE:** 2007 Energy and Emissions, from the Community Energy and Emissions Inventory (CEEI), provided by the Province
2. **BUSINESS-AS-USUAL FORECAST**
 - a. Population forecast (BC Stats and local government)
 - b. Impact of provincial commitments (tailpipe standards, fuel standards, building code)
3. **TARGET:** From OCP or RGS GHG reduction target (legally required), expressed as an annual percentage
4. **ACTION PLAN:** To be developed from the SCEEP menu of 50 actions plus locally specific opportunities; and including an approach to estimating impacts.



Benefits of Developing a SCEEP

Reduce GHG emissions: Energy planning helps local government effectively manage GHG emissions. This contributes to mitigating climate change, and helps manage costs associated with carbon taxes and offsetting.

Reduction of energy costs: Energy planning improves budgeting and saves money.

Creation of jobs and stimulation of the local economy: a SCEEP can highlight opportunities for community development.

An opportunity to demonstrate leadership: a SCEEP contributes to a smart community plan, more efficient infrastructure, more livable neighbourhoods, and protection of the environment; showing leadership on multiple fronts.

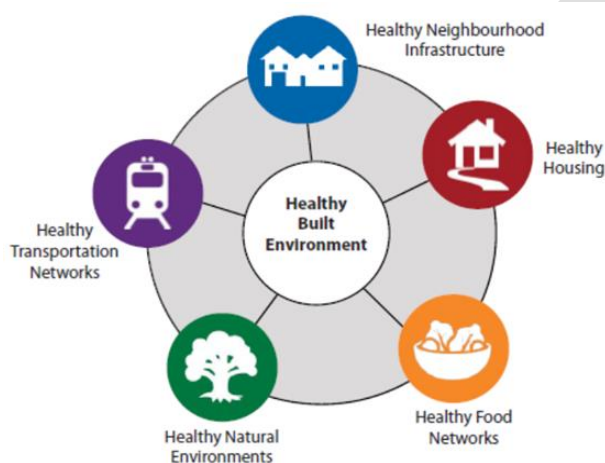


Action Plan

On January 19 and 20, 2016, a workshop was held with Regional District of Kootenay Boundary staff, Rural Area Directors, Interior Health, Ministry of Highways and Infrastructure, Montrose Village staff, Warfield Village Councillor, community representatives from Christina Lake, Kettle Valley Watershed, certified energy advisor, Lower Columbia Initiatives Corporation and Teck. The workshop was facilitated by Community Energy Association and Fortis BC. The project is funded by the FortisBC, Columbia Basin Trust and Natural Resources Canada.

Community Stakeholders are invited to participate in the Strategic Community Energy and Emissions Plan development. The stakeholders provide their perspective on collaborative opportunities to develop a plan to reduce energy and emissions and to enhance community health and livability.

Diagram source: Healthy Built Environments, Interior Health



Message from Interior Health:

Healthy Communities in IH is a set of complementary programs that work with local governments around the region to promote health and the creation of healthy public policy and planning. The rates of chronic diseases such as diabetes and cardiovascular disease are rising in Interior Health. Much of this increase is attributable to physical inactivity, tobacco use, and unhealthy diets, and is preventable. Community planning and design can influence the health of the population and reduce chronic disease. The IH healthy built environment (HBE) team, the community health facilitators, the tobacco reduction team, and the community food security team are available to collaborate with Local Government.

The workshop group looked at energy, emissions, and energy expenditure data for the community as a whole and decided on an action plan. The workshop group also noted that OCP policies and actions noted in the CARIP (Climate Action Revenue Incentive Program) reporting are supportive of many of the actions being discussed.

To assist with pre-workshop preparation, a one-hour preparatory webinar was held to provide background information on how energy planning initiatives can influence carbon emissions while also providing opportunities for financial savings within the community.

At the workshop a GHG reduction assessment tool was introduced. The tool has been provided to staff for use in further analysis, and is populated with data derived from calculations developed to assess the impact that various actions and strategies may have on GHG emissions into the future. The tool shows the final results in user friendly charts and graphs.



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The workshop group was provided with a collection of actions. Each action was discussed within the group and placed in one of four categories: “yes”, “no”, “maybe”, and “done”.

The actions were placed on a chart to create a plan for the years from 2016-2018. The group was invited to provide input on timing and sequencing of actions. Ongoing actions are also reflected in the plan.

Following this, key actions were discussed in more detail.



Current Emissions and ‘Business As Usual’ Projections

The Province of BC has calculated the total energy use and greenhouse gas emissions from the community for 2010 through the Community Energy and Emissions Inventory (CEEI). In 2010 total community annual energy expenditure was approximately \$44.9 million (\$4,100 per capita), and GHG emissions were approximately 70,500 tonnes (6.5 tonnes per capita). Further detail on the energy and emissions for the community can be found in the 2010 CEEI, which is in Appendix 1.*

For the modelling process, the workshop group used an annual community population growth rate of 0.25% and used the reduction target consistent in all of the Rural RDKB OCPs which is to reduce emissions 33% below 2007 levels by 2020. Without an action plan, and taking into account the population projection and Provincial policies, community emissions are predicted to change according to the tables and charts in the rest of this section as “Business as Usual”.

* Note the 2012 CEEI data is expected to be released by the Province in the coming months.

"Business As Usual" Projections & Target Overview

Community	Kootenay Boundary Regional District Unincorporated
Annual % target change in ghg	-3.00%
Population growth	0.25%
Default population growth	-0.92%
2007 Population	10,486
Start-year for actions	2016

Emissions Summary

2007 Emissions	68,034
2010 Emissions	70,497
Total Energy Expenditure	\$ 44,895,774
Per-capita energy cost	\$ 4,128
2010 Per-capita emissions	6.48

Targets Summary

	2016	2020	2030	2050
Total reduction	-24.0%	-33%	-50%	-73%
Per-capita reduction	-28%	-37%	-54%	-76%
Total GHG	51,722	45,789	33,766	18,362
Per-Capita GHG	4.7	4.1	3.0	1.5

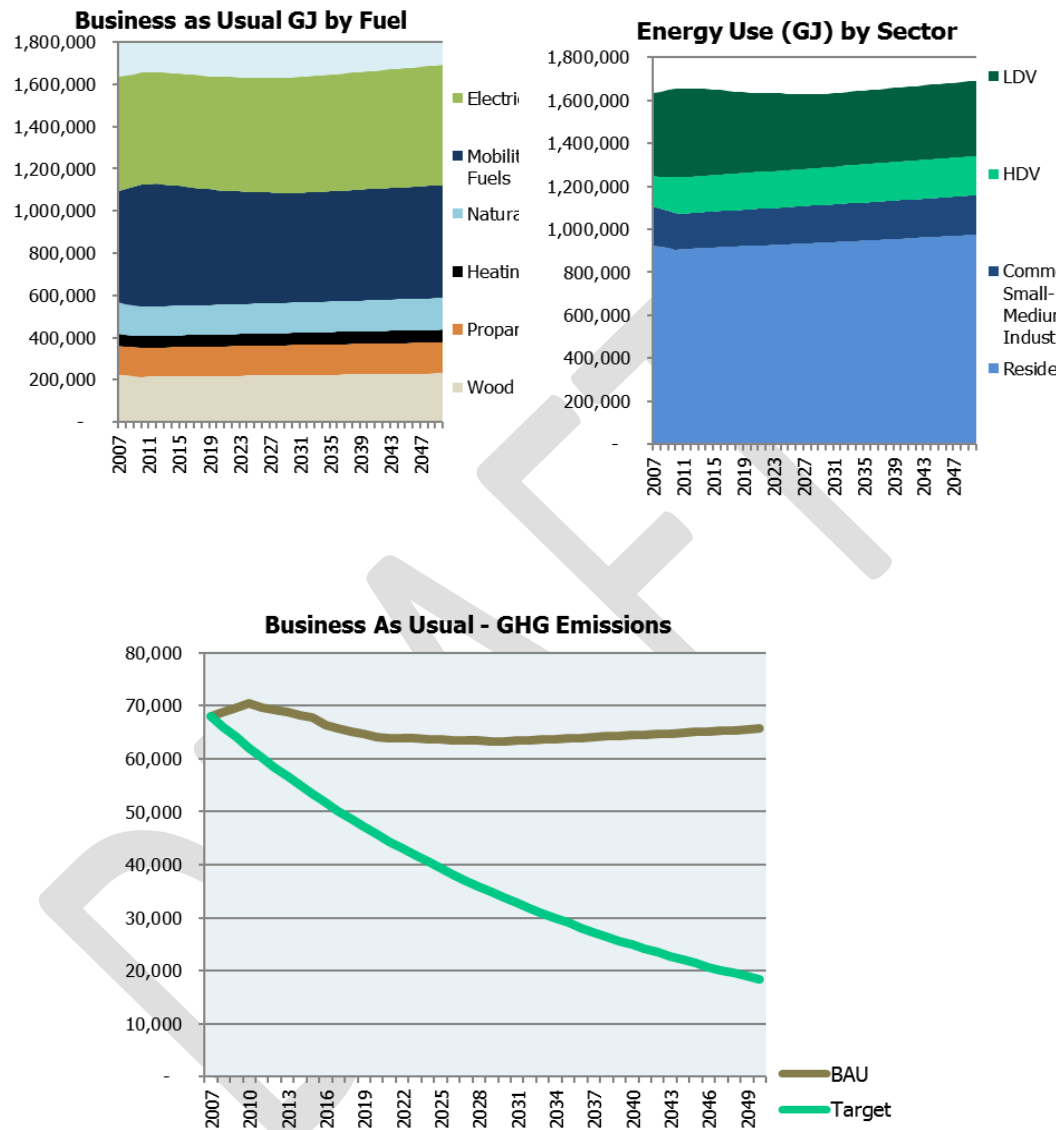
Business as Usual (BAU) Summary

	2016	2020	2030	2050
GHG's	66,363	64,072	63,287	65,661
GHG growth	-2%	-6%	-7%	-3%
Population	11,040	11,151	11,433	12,018
Pop growth	554	665	947	1,532
Pop Grow %	5%	6%	9%	15%
Per capita emissions	6.01	5.75	5.54	5.46



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Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT**15*****Actions Already Initiated***

The Regional District of Kootenay Boundary is already a climate action leader, and for its size has undertaken an impressive array of actions relating to reductions in community energy and emissions. These are summarized in the following table.

Actions reported completed by the workshop team. This list is by no means exhaustive:

Action	Year	Comments
5.1 Land use suite lite; and 5.2 Land use suite enhanced		RDKB has moved to allow secondary suites; develop complete communities; Christina Lake town centre and walkability; increase minimum parcel sizes as further from centre. Considers the whole planning process with key conversations on compact development.
5.6 Flow RGS, OCP, and LAP through to zoning		Incorporated in Planning Process
8.4 Identify green economy opportunities		<ul style="list-style-type: none"> Some opportunities identified have been dam expansion, organic diversion, bio-solid sales, and waste heat at Teck. Review of District Energy system in Greater Trail A new company has investigated using waste energy to power greenhouses.
Organics Collection		Introduced in Boundary and review to develop region wide organics collection
Carbon Neutral Kootenays	2009-2014	Participated in collaborative actions to reduce corporate carbon emissions.
Kootenay Energy Diet	2013	Support for Residential energy efficient upgrades in FortisBC program.

Action Plan

The action plan developed by the workshop group is shown below. Actions that are in the SCEEP Actions Guide but considered inapplicable, are not included below. The actions in the plan were categorised according to which year it was believed that they will be implemented or investigated.



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Actions	Already done / ongoing	2016	2017	2018	2019	2020
1 Buildings Basics						
1.1 Promote electricity, natural gas, & other energy efficiency programs		X				
1.3 Building code energy efficiency - educate & support compliance		X				
2 Buildings High-Growth Measures						
2.1 Sustainability checklist for buildings		X				
2.2 Create rezoning policy to achieve desired energy performance		X				
2.3 Review zoning bylaw for opportunities to encourage energy performance		X				
2.6 Fee rebates to encourage improved energy performance			M			
2.8 DCC reductions or waivers for GHG's - Beaver Valley H2O system				M		
2.9 Explore DPA - to enhance energy performance (e.g. orientation, landscaping)		X				
2.10 Explore DPA - for on-site renewable energy			X			
3 Residential Buildings						
3.1 Sign on to solar-ready building code provision			X			
3.2 Education for developers - energy efficiency & renewable energy			X			
3.3 Education for realtors - energy efficiency & renewable energy			X			
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)			X			
3.6 Efficient wood stove program & bylaws		X				
4 Commercial / Institutional Buildings						
4.1 Promote the free Business Energy Advisor assessments			X			
4.3 Convert City owned ornamental streetlights to LED			X			
5 LDV Transportation Urban Form						
5.1 Land use suite "lite"		X				
5.2 Land use suite "enhanced"		X				
5.3 Street design		X				
5.4 Implement 30 km/hr speed limit in parts of the community			X			
5.6 Flow RGS, OCP, and local area plans through to zoning+B160		X				
NEW ACTION - tree retention / replacement bylaw to prevent erosion			X			
6 LDV Transportation – Infrastructure & Collaboration						
6.1 Active transportation planning			X			
6.2 Improve active transportation infrastructure			X			
6.3 Anti-idling campaign / bylaw				X		
6.5 Collaborate with major employers on work-related transportation				M		
6.6 Transit suite				M		
6.8 Support car share cooperatives			X			
6.9 Raising awareness of ride sharing and guaranteed ride home programs			X			
6.10 Low carbon and electric vehicle fueling/charging stations			X			
6.11 Electric vehicle & e-bike awareness event				M		
NEW ACTION - start planning for RDKB heavy duty fleet EVs conversion		X				
7 Waste						
7.1 Organics diversion - planning for soil organic matter retention			X			
7.2 Encourage water conservation			X			
7.3 Support local food production, e.g. farmers markets, community gardens				X		
8 Enabling Actions						
8.1 Review land use & transportation plans / policies for SCEEP incorporation		X				
8.2 Organizational structure for climate action - CEM mandate from CEA		M				
8.3 Establish a regional energy co-operative		X				
8.4 Identify green economy opportunities		X				
8.5 Leverage local government assets into community change				X		
8.6 Long-term, deep community engagement (culture change)		X				

The actions marked with an 'M' were categorised as 'maybes'.

The numbers of the actions listed above correspond to their numbers in the SCEEP Actions Guide (see Appendix 2), which contains further detail about each of them. Some new actions were also created and not listed in the SCEEP Actions Guide (for further details on this see the "Unpacking Actions" sub-section). Information on FortisBC DSM program incentives found on the website:

<http://www.fortisbc.com/Rebates/RebatesOffers/>.



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Unpacking Actions from the Action Plan

The main workshop day of January 19 included an in-depth discussion of all the opportunities and actions.

Ways to proceed with the actions were discussed and are outlined in the table. Some Action items are noted as “Ongoing” which are already in place or occur annually. Other “Action Items” will be worked upon within the next five years or “maybe” worked upon in the timeframe.

Action	Year	Effort	Comments
1. Buildings - Basics			
1.1 Promote electricity, natural gas, and other energy efficiency programs	1	Low to medium	<p>All of the FortisBC energy efficiency incentive programs and the Province's incentives to shift homes from heating oil to heat pumps will be marketed by RDKB where possible.</p> <p>HERO can be marketed when people apply for permits to conduct renovations, and could be marketed on the website.</p> <p>New Home program applies to building permits for new homes.</p> <p>In consultation with FortisBC, Energy Saving Kits and ECAP could be marketed in some areas through a letter from the Electoral Area Director to residents. FortisBC need to be consulted to ensure that these programs are not over-subscribed and that the timing of the marketing would be right. These programs could also be promoted when seniors get their discount on their property taxes. Energy Saving Kit installations could also be combined with requesting funds for a community group, and that community group could conduct the installation of the measures in the Energy Saving Kits.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • RDKB to contact FortisBC & the Oil to Heat Pump Incentive program to discuss & obtain leaflets <p>Partners</p> <ul style="list-style-type: none"> • FortisBC • Oil to Heat Pump Incentive program <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • RDKB could potentially waive the renovation permit cost if a homeowner participates in HERO program • Liability may be an issue with getting a community group to install measures from Energy Saving Kits



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Action	Year	Effort	Comments
1.3 Building code energy efficiency - educate & support compliance	1	Low	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review BC Hydro's checklist for section 9.36 of the BC Building Code when it's available Promote educational opportunities where appropriate <p>Partners</p> <ul style="list-style-type: none"> Community Energy Association <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Many people build without getting permits There's only limited new construction activity
2. Buildings – Growth Measures			
2.1 Sustainability checklist for buildings	1	Low	<p>RDKB does Building Inspection for all member municipalities except for Rossland and Grand Forks.</p> <p>The checklist is an information piece for builders and a good idea. The building department is often the first point of contact for builders or homeowners. Links to Fortis programs and information on saving money in the building process is valuable.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> CEA prepare a 1-3-page sample checklist for review. Ensure that information on energy efficiency in subdivisions is included in checklist. Ensure Actions 2.9 and 2.10 (DPAs) are reflected in checklist Building Inspection to add checklist and Fortis program information to the building permit application and hand out. <p>Partners</p> <ul style="list-style-type: none"> CEA Building departments MOTI and subdivision referrals FortisBC programs IH for healthy living information <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Montrose building scheme applies to entire village; a sustainability checklist could include this scheme, education and other information to provide to builder/homeowner at building planning stage.



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Action	Year	Effort	Comments
2.2 Create rezoning policy to achieve desired energy performance	Done/ Ongoing	Medium	<p>RDKB has conservation subdivision component section in Area B OCP that encourages cluster rural development with criteria</p> <p>OCP provides guiding principles with energy efficiency language.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review conservation component policies Add Conservation subdivision component to other OCPs Consider rezoning policy as part of workplan on cycle of review Add to annual work plan <p>Partners</p> <ul style="list-style-type: none"> Steering committee ACPs
2.3 Review zoning bylaw for opportunities to encourage energy performance	Ongoing	Medium	<p>Usually not an issue except maybe at places with smaller lots in Christina Lake or Big White.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review for Big White and high density areas like Christina Lake Review height exceptions <p>Partners</p> <ul style="list-style-type: none"> APCs <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Note that APCs review buildings and not permanent structures.
2.6 Fee rebates to encourage improved energy performance	Maybe 1	Medium	<p>This action is a Maybe</p> <p>Investigate and find additional revenue to offset loss of fees. This is a tool to refund fees if building built to a specific energy standard. It is a standard approach to all buildings.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> CEA provide information on sample fee rebate programs in province. From CEA report, RDKB to consider fee rebate program <p>Partners</p> <ul style="list-style-type: none"> CEA



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Action	Year	Effort	Comments
2.8 Development Cost Charge (DCC) reductions or waivers, for GHG's	Maybe 3	Medium	<p>This action is a Maybe</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Review opportunity <p>Partners</p> <ul style="list-style-type: none"> • Environmental service department • Village of Fruitvale – Village operates service that RDKB owns
<p>2.9 Development Permit Area (DPA) - to enhance energy performance (e.g. orientation, landscaping); and</p> <p>2.10 DPA - for on-site renewable energy</p>	Ongoing and 1		<p>RDKB has some DPAs concerning water conservation. Consider broadening scope. Area D has some policy.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Explore DPAs • Some Areas have policy so develop consistent policy for all areas. • Continue to monitor OCPs and their energy performance policy. • Add DPA information to sustainability checklist (Action 2.1) <p>Partners</p> <ul style="list-style-type: none"> • Planning department • CEA <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • There have been no big subdivisions in a long time. • Retrofit of buildings is to be encouraged • New Area OCPs have open policy direction.
3. Residential Buildings			



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Action	Year	Effort	Comments
3.1 Sign on to solar-ready building code provision	1		<p>Discussion on greening of building code. Solar ready requirements may be written into code.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review need for change as there may be solar ready provisions in new Building Bylaw. <p>Partners</p> <ul style="list-style-type: none"> Province - BC Building Code <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Changing Building Code and different jurisdictions Midway has introduced solar ready requirements
3.2 Education for developers – energy efficiency & renewable energy	1	Low to Medium	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> Review with HPO to understand plan Provide FortisBC program information in building permit packages <p>Partners</p> <ul style="list-style-type: none"> FortisBC program HPO BC codes Building Departments
3.3 Education for realtors - energy efficiency & renewable energy	1	Low to Medium	<p>A Realtor Home Energy Workshop is being held in Nelson on March 10.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Promote Nelson event to local realtors <p>Partners</p> <ul style="list-style-type: none"> FortisBC Real Estate community Chamber CEA coordinating Nelson workshop <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Some may not want to know this information. 90% of homeowners consider energy efficiency important when purchasing a home.



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Action	Year	Effort	Comments
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)	1	Medium	<p>FortisBC would like to do this and would lead, but this action is dependent on what occurs regarding Provincial and possibly also Federal support on residential energy efficiency programs. The RDKB participated in the 2013 Kootenay Energy Diet (KED) campaign.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Get testimonials and results numbers from KED and review with FortisBC • Promote new campaign and incentives once underway. <p>Partners</p> <ul style="list-style-type: none"> • FortisBC • RDKB • Potentially local chambers
3.6 Efficient wood stove program & bylaws	Ongoing	Low	RDKB participates in the wood stove exchange program.
4. Commercial/Institutional Buildings and Transportation			
4.1 Promote the free Business Energy Advisor assessments	1	Low	<p>The Business Energy Advisor (BEA) program is now administered by the utilities with reduced Provincial involvement. Businesses in RDKB can obtain a free energy assessment. The program is focussed on targeting businesses that will make improvements, and less on mass marketing.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Fortis to provide information <p>Partners</p> <ul style="list-style-type: none"> • RDKB Building Department <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Understanding impact of new building code for renovations. • Energy Assessments now mandatory under building code so this may be less relevant



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Action	Year	Effort	Comments
4.3 Convert local government owned streetlights to LED	1	Medium to High	<p>Fortis owns most of streetlights. RDKB has committed to replacing all lights with LED for all facilities. i.e., Grand Forks arena.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Encourage Fortis to change out street lights to LED. <p>Partners</p> <ul style="list-style-type: none"> RDKB FortisBC
5. Light Duty Vehicle Transportation – Urban Form			



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Action	Year	Effort	Comments
5.3 Street design	Ongoing		<p>The highways in region are the connection between communities. A lot can be done to make them safe places to bike and walk and promote active transportation.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Review SCEEP at annual meeting with MOTI, ongoing discussion re: sidewalks, bike ways, transit, etc. • Update general street design policies in OCPs • When referral process comes from MOTI for subdivision, comment on adequate road allowance, accessibility, safety, walking paths in subdivisions • Note transportation linkages in OCP and when roads in MOTI repaving cycle, add shoulders for bikes. • UBCM meeting with MOTI to discuss policies, develop partnerships, determine what RDKB can do <p>Partners</p> <ul style="list-style-type: none"> • MOTI responsible for sidewalks • IH can provide health evidence to support more sustainable planning and active transportation. <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • IH example: Clearwater's Road-Cross Section Bylaw, where the District of Clearwater engaged stakeholders to address the risks to the economic sustainability and the health of its residents. This included developing a long-term road-networking plan to help increase economic activity and to improve connectivity so that residents would be inclined to choose active transportation over vehicle transportation. • Highway was realigned in Montrose, some roads closed, street lights installed at crosswalk.



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Action	Year	Effort	Comments
5.4 Implement 30 km/hr speed limit in parts of the community	1	Medium	<p>A lower speed limit in residential areas promotes a safer environment for active transportation and saves fuel. Focus this action on higher density areas such as the 7 cluster communities in the Genelle area along the highway. This should be in every community.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Implement lower speed limits in all of the old compact communities in Area B. • Discuss with Rossland and Montrose their implementation process. • Prepare AKBLG resolution that old town sites and high density areas be implemented to a 30 km/hr speed limit. • In MOTI subdivision referral process, comment on speed limit. <p>Partners</p> <ul style="list-style-type: none"> • MOTI – policy and signage • RCMP/ICBC – enforcement and accident data • IH to review active healthy communities and reduced speed limit • CEA to review process followed in Rossland <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Municipalities have autonomy with their road network. Enforcement of speed limits is more challenging in rural areas. • School zones can enforce speed limits.
NEW ACTION - tree retention / replacement bylaw to prevent erosion	1		<p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Develop bylaw <p>Partners</p> <ul style="list-style-type: none"> • RDKB • Watershed Management Programs
6. Vehicle Transportation – Infrastructure & Collaboration			



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Action	Year	Effort	Comments
6.1 Active transportation planning	2	Medium to high	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> • RDKB to investigate whether an active transportation strategy is feasible • Transportation should be identified as a priority in the OCPs where feasible <p>Partners</p> <ul style="list-style-type: none"> • Ministry of Transportation and Infrastructure (MOTI) • Community organizations such as Christina Gateway CDA (Community Development Association) • BC Transit • Interior Health (IH) <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Funding may be available, e.g. from the Province, for an active transportation strategy • Public transit and other forms of alternative transportation could be included in the strategy. There can also be a linkage with economic development (i.e. trails and tourism) • IH will participate, and can support initiatives with resources, people, and health evidence • There are engaged active trails groups in the area. • Getting pavement markings for bicycles on side streets in unincorporated areas is very difficult, e.g. in Christina Lake. MOTI would not do it



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Action	Year	Effort	Comments
6.2 Improve active transportation infrastructure	2	High	<p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Priorities would flow out of the active transportation strategy • Some priorities and shovel-ready projects could also be identified in the likely event that significant Federal infrastructure funding is announced <p>Partners</p> <ul style="list-style-type: none"> • Same partners as involved with developing the active transportation strategy, and more • BikeBC can be a funding partner, helping to establish bicycle paths <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Funding infrastructure can be a challenge • The Federal government should announce some details on infrastructure funding soon. It should be possible to use this funding to match with Provincial sources of funding
6.3 Anti-idling campaign	3	Low	<p>This to be a campaign and not a bylaw.</p> <p>Signage is the best way forward for RDKB. There may already be some signage, e.g. around schools. It may be possible to obtain signs from IdleFree BC.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Contact Idle Free BC regarding whether signage is available • Determine possible locations for signs • Promote no idling at schools • Education campaign <p>Partners</p> <ul style="list-style-type: none"> • Idle Free BC • School Districts • School youth ambassadors • IH <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Interior Health may be able to support with health evidence



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Action	Year	Effort	Comments
6.5 Collaborate with major employers on work-related transportation	Maybe 3	Medium	<p>Action is a maybe.</p> <p>There used to be an excellent coop bus system that would shuttle employees to & from Teck from the surrounding communities. It is much reduced compared to how it used to be, and the reasons for this could be investigated.</p> <p>Perhaps the coop bus service could be reinvigorated, or BC Transit services connecting to Teck could be improved.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Analysing these options could become part of the transportation strategy <p>Partners</p> <ul style="list-style-type: none"> Teck & other major employers The bus coops BC Transit <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> Current BC Transit services to & from Teck are somewhat limited, and the timing may not be ideal There could be a great economic incentive for Teck in considering this. If space required for employee parking could be reduced, then that valuable real estate could be used for other purposes by Teck, or leased, or sold
6.6 Transit suite	Maybe 3	Medium to high	<p>Action is a maybe</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Consider expanding the scope of the active transportation strategy to include a transit component Expand transit or make more effective use of it MOTI advised there will be more focus on improving transit <p>Partners</p> <ul style="list-style-type: none"> Existing transit committee in RDKB BC Transit Teck & other major employers MOTI



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Action	Year	Effort	Comments
6.8 Support car share cooperatives	2	Medium	<p>RDKB would be unlikely to take the lead on this action, but could be supportive.</p> <p>There is no carshare coop in the Boundary area currently. Rossland has a branch of the Kootenay Carshare Coop.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • A community organization to take the lead on this action <p>Partners</p> <ul style="list-style-type: none"> • Kootenay Carshare Coop <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Low population density in rural areas makes this action difficult.
6.9 Raising awareness of ride sharing and guaranteed ride home programs	2	Medium	<p>RDKB would be unlikely to take the lead on this action, but could be supportive.</p> <p>The Kootenay Rideshare software is open source, so other organizations can use it. Hitchplanet is a similar service.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • A community organization to take the lead on this action <p>Partners</p> <ul style="list-style-type: none"> • Kootenay Rideshare • Hitchplanet • MOTI – designated rideshare parking lots



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Action	Year	Effort	Comments
6.10 Low carbon and electric vehicle fuelling / charging stations	2	Medium	<p>The existing electric vehicle charging network in the region could be improved, both with level II (i.e. slower chargers) and level III (i.e. DC Fast Chargers).</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Determine where the best locations for EV charging stations would be, and how they could be paid for. E.g., investigate how the Level III charging stations in Keremeos and Penticton (which are also in the FortisBC electrical service area) were paid for <p>Partners</p> <ul style="list-style-type: none"> PlugIn BC Columbia Basin Trust LCIC as part of the Electric Highway 3B <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> RDKB buildings like pools, libraries, etc., could install level II EV chargers. RDKB residents with electric vehicles could charge up their vehicles as they use those facilities A level II charging station in Christina Lake could be a good opportunity Level III charging stations can be quite expensive to purchase and install
6.11 Electric vehicle & e-bike awareness event	Maybe 3	Low to Medium	<p>Action is a maybe.</p> <p>RDKB may not take the lead on this action, but could be supportive.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> Investigate what funding may be available, and what supportive role RDKB could take <p>Partners</p> <ul style="list-style-type: none"> Plug In BC, may have funding to pay for an event Existing owners of electric vehicles who can describe what driving their vehicle is like, e.g. personal vehicle owners and the Village of Montrose



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Action	Year	Effort	Comments
NEW ACTION – start planning for RDKB fleet EVs conversion	1	Medium	<p>Fleet vehicles can be electric, including heavy duty vehicles. Planning could start for shifting these vehicles to electric. “Lead by example”.</p> <p>RDKB “Green Fleet Vehicle Purchasing Policy” does allow for the purchase of hybrid vehicles.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Create a strategy for shifting fleet vehicles to electric • Review RDKB purchasing policy • Research market to find reliable electric 4-wheel drive vehicle. <p>Partners</p> <ul style="list-style-type: none"> • Plug In BC • EV dealers <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • The costs mean that this will likely take some time • Funding for purchasing vehicles and/or charging stations may be available from Plug In BC • Conversion to electric vehicles can save a lot of money, particularly if the vehicles will have high utilization
7. Waste			
7.1 Organics diversion	2	Medium to High	<p>Grand Forks pilot working towards expanding region wide. Organics Diversion now in Areas C and D.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Infrastructure upgrade • Expanding throughout region • Sludge composting <p>Partners</p> <ul style="list-style-type: none"> • Public • RDKB <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Land • Planning for soil organic matter retention



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Action	Year	Effort	Comments
7.2 Encourage water conservation	1	Medium	<p>Boundary Area has improvement districts or Municipal water systems. The RDKB owns a few small water systems in the Kootenay Area.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Draft plan • Get all water providers to have drought management bylaws <p>Partners</p> <ul style="list-style-type: none"> • Water providers • RDKB
7.3 Support local food production, e.g. farmers markets, community gardens, community greenhouse	2	Medium	<p>Initiative in RDCK, RDKB, RDEK to hire jointly funded agricultural liaison officer. Each RD agriculture plan recommends hiring an agricultural officer. This is impetus to investigate possibility of a regional position.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Develop business plan for a jointly funded agricultural liaison officer • Hire liaison officer for awareness and outreach. <p>Partners</p> <ul style="list-style-type: none"> • Agricultural societies • Regional districts <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Limited capacity and funding
8. Enabling Actions			
8.1 Review land use & transportation plans / policies for SCEEP incorporation	1	Low to Medium	<p>The OCPs have transportation planning components within.</p> <p>RDKB has a trail system and Regional transit board for RDCK and RDKB.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Ongoing in workplan • Review transit system and usage. Bring to Regional Transit board discussions • Update OCPs and transportation plans to name SCEEP actions within. <p>Partners</p> <ul style="list-style-type: none"> • APCs • Regional Transit board



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Action	Year	Effort	Comments
8.2 Organizational structure for climate action	Maybe 1	Low to Medium	<p>This action is a Maybe</p> <p>Discussion on the opportunity to share a community energy manager to work at a regional level for implementation of the SCEEP Action Plan.</p> <p>Sustainability is often not a dedicated service, but rather done from the side of a desk. Also there is a need for a coordinated effort that is cross departmental to avoid the silo effect.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • CEA to provide a brief on the RDEK shared energy manager contract. <p>Partners</p> <ul style="list-style-type: none"> • FortisBC • CEA • Columbia Basin Trust <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • RDEK has a Community Energy Manager position funded jointly by BC Hydro, Columbia Basin and the RD. • Carbon Neutral Kootenays project was an example of a shared corporate energy manager to work on sustainability and produce results in GHG reductions.



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Action	Year	Effort	Comments
8.3 Establish a regional energy cooperative	Ongoing	High	<p>There is a Regional mayor's committee in place that has worked on the electric highway and adding EV charging station in municipalities. Great opportunity to pool resources and lobby provincial government.</p> <p>RDKB has the energy and sustainable committee which is open to ideas and can provide advise and support.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Keep discussion open • Review Teck waste power idea • Bring ideas to ABKLG to build regional support for regional energy opportunities. <p>Partners</p> <ul style="list-style-type: none"> • LCIC – keep discussion open • LCCDT • RDCK • AKBLG/Mayors Regional Committee <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Teck waste power was found to not be economically feasible. But project should remain on backburner for future review. • AKBLG supports strategic planning. For example, the regional approach to electric vehicle charging stations.



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Action	Year	Effort	Comments
8.5 Leverage local government assets to create expertise and community-wide change	2	Low to High	<p>The Might-E vehicle in Montrose saves GHGs in operations. It also is used for promotional activities and to “lead by example”. Noting reductions in GHGs can justify upgrades to water treatment versus business as usual.</p> <p>RDKB Board office is LEED Silver. Promote this and tell the community the savings gained; the business case.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Newsletters • Regular newspaper articles to promote energy efficiency • Addition to Town Hall Meetings: discuss RD energy efficiency • Use Town Hall meetings for a “what has been done” recap as well as a what to do. • Advertise the RDKB LEED plaque in Board office. • Board looking to hire a communications officer. The position could be tied to Regional Community Energy Manager. • CAO to add “Energy Efficiency recap” to Area B Town Hall Meeting <p>Partners</p> <ul style="list-style-type: none"> • RDKB • Municipalities • FortisBC – to explore Community Energy Manager idea <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Education is key. Public needs to be informed on why money spent to upgrade buildings and how much energy and money is saved. • Each Area puts out newsletter sporadically. Each municipality has newsletter 3-4 times per year. There is an opportunity to combine messaging/resources. • SCEEP is an opportunity to get things done, provide information to partners and residents, to promote success and actions



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Action	Year	Effort	Comments
8.6 Long-term, deep community engagement (culture change)	Ongoing	Medium to High	<p>This is ongoing and requires a multiple strategy plan. Continue to promote actions.</p> <p>Next Steps/Lead</p> <ul style="list-style-type: none"> • Add to RDKB communications • Use consistent messaging in newsletters. • Hire dedicated communications person <p>Partners</p> <ul style="list-style-type: none"> • RDKB communications • Municipalities <p>Barriers/Opportunities</p> <ul style="list-style-type: none"> • Area B – Lower Columbia Old Glory has newsletter but there is a need for a consistent RDKB newsletter and hot topic messages. • Community bill boards could post rural and Municipal information/flyers • Municipal newsletters often found in recycling; find new ways to encourage readership.



Potential Community Engagement Opportunities

Community engagement provides an opportunity for the local government to present the SCEEP, and to highlight some of the energy and emission reduction actions already in place. This demonstrates commitment and leadership, and sets a positive example for the community. i.e.

- Invite local experts or relevant businesses/organizations to set-up a booth at an event to share the services or products they offer that will support GHG emission reductions and energy efficiency
- Encourage input into the SCEEP through an interactive wall chart timeline of energy and emissions actions. Invite participants to add their own ideas or commitments to the timeline
- Invite FortisBC to share information about incentives or other programs that are available to encourage energy efficiency.

Next Steps

Suggested next steps for the SCEEP are:

1. Report to the RDKB environment/sustainability committee for feedback & recommendation
2. Circulate DRAFT report to workshop participants, and identify additional stakeholders to contribute, e.g. School District 20, Business Community
3. Submit final Strategic Community Energy and Emissions Plan (SCEEP) to the Board, with goals, policies, and recommendations.
4. Once SCEEP has been approved by the Board, incorporate into Planning Documents and budgets.
5. Incorporate SCEEP into Regional District's policy framework
6. Ongoing SCEEP Implementation
7. Renew by reviewing SCEEP in 3-5 years.

Incorporating	Budgeting	Monitoring	Convening	Reporting	Renewing
SCEEP into other planning documents and plans: <ul style="list-style-type: none"> • OCPs • Transportation • Solid Waste • Sustainability • Strategic 	SCEEP Actions into budgeting process	SCEEP implementation <ul style="list-style-type: none"> • Indicators for specific Actions, i.e., # home energy assessments 	Regular meetings to discuss implementation: <ul style="list-style-type: none"> • Environmental Services Committee • Staff meetings • Committee of Whole 	Reports to Board <ul style="list-style-type: none"> • Integrate with reports on other plans. 	Prepare for plan renewal every 3-5 years.

Results of Actions

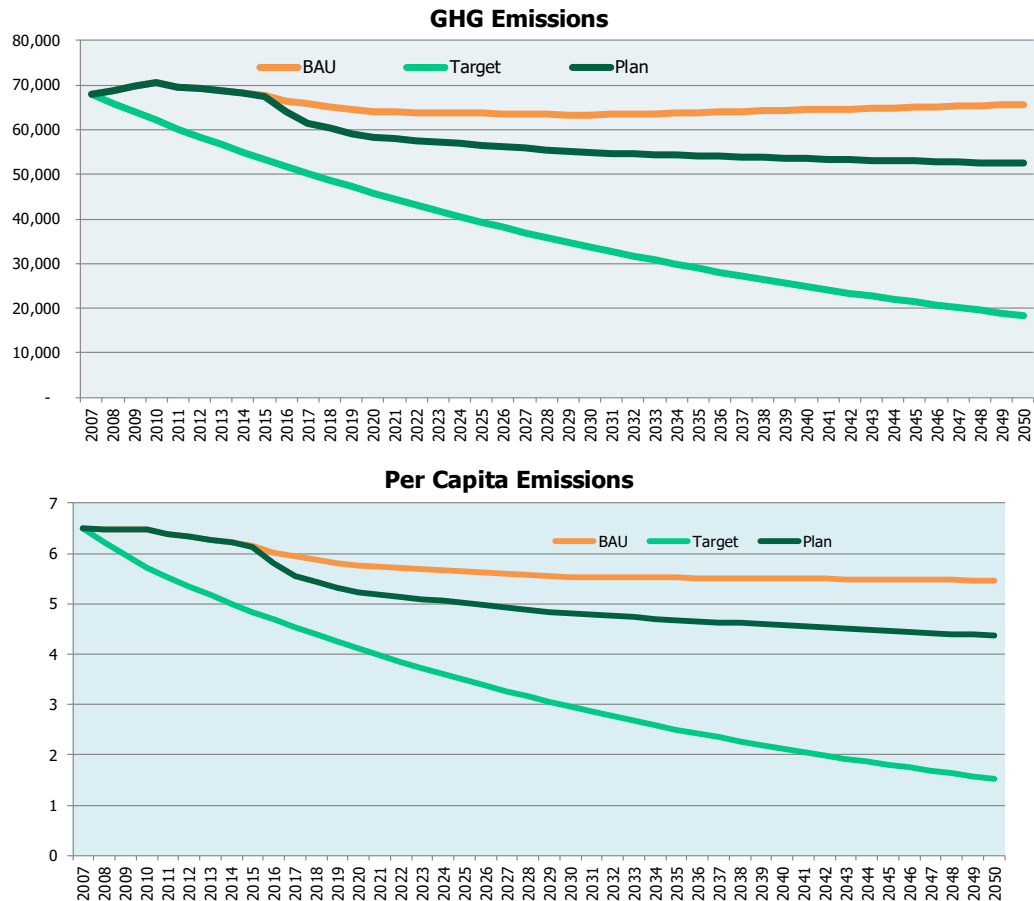
The estimated impact of the plan on community greenhouse gas emissions (in tonnes of GHGs per year) is shown below. Significant emissions reductions will be achieved beyond Business As Usual, however there is still a considerable gap to the GHG target trajectory.

The Regional District has levers to reduce community energy and emissions and can move closer towards its target, but many things do remain outside of the Regional District's control including Federal and Provincial actions, and technological changes. These may provide significant assistance towards meeting the target.

Note that actions to reduce electricity consumption will result in financial savings for the community, but will not result in significant savings in emissions. Electricity in BC has a very low greenhouse gas intensity, and should be carbon neutral from 2016.



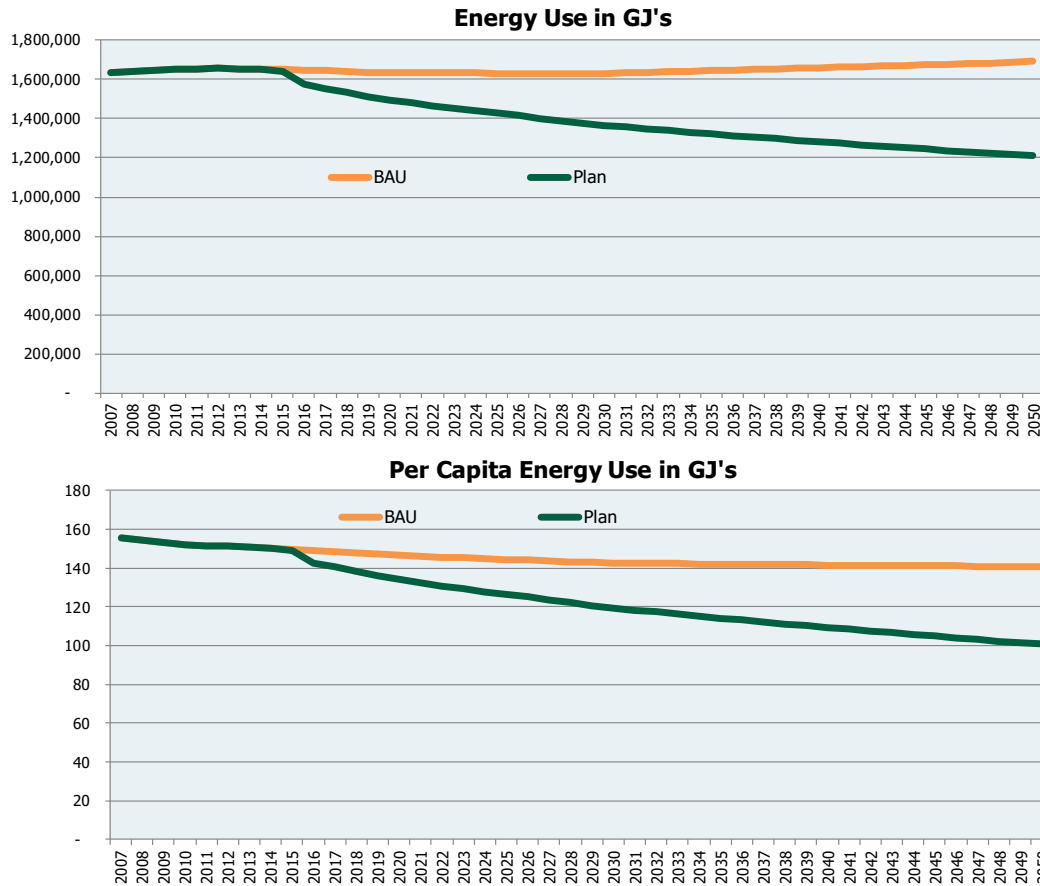
Overview GHG Emissions



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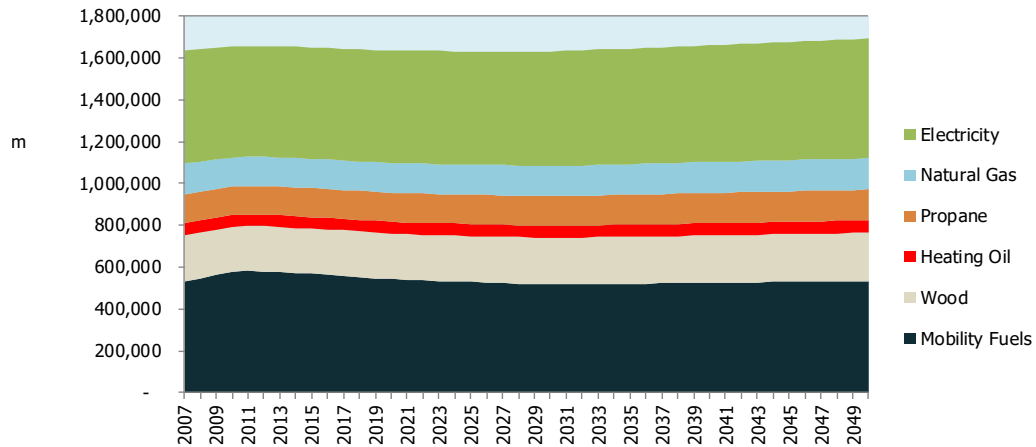
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Overview Energy Use (GJ)

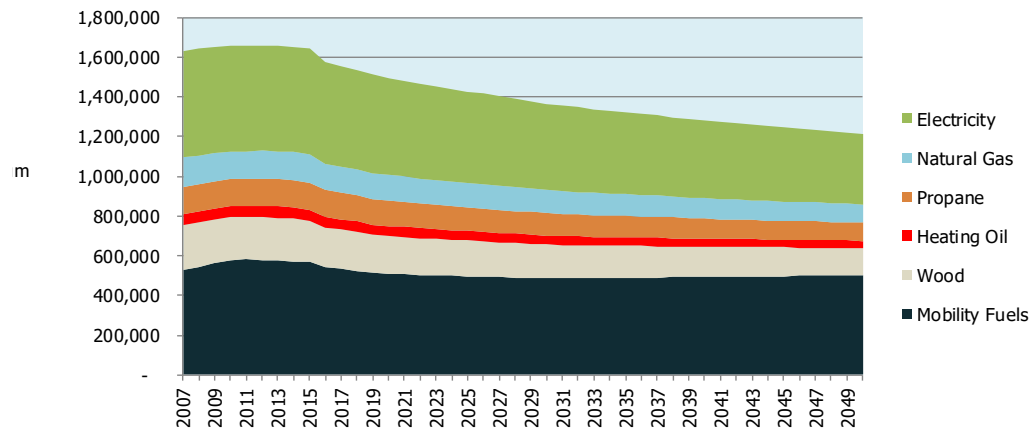


Energy Use by Fuel

BAU Energy Use by Fuel, GJ/year

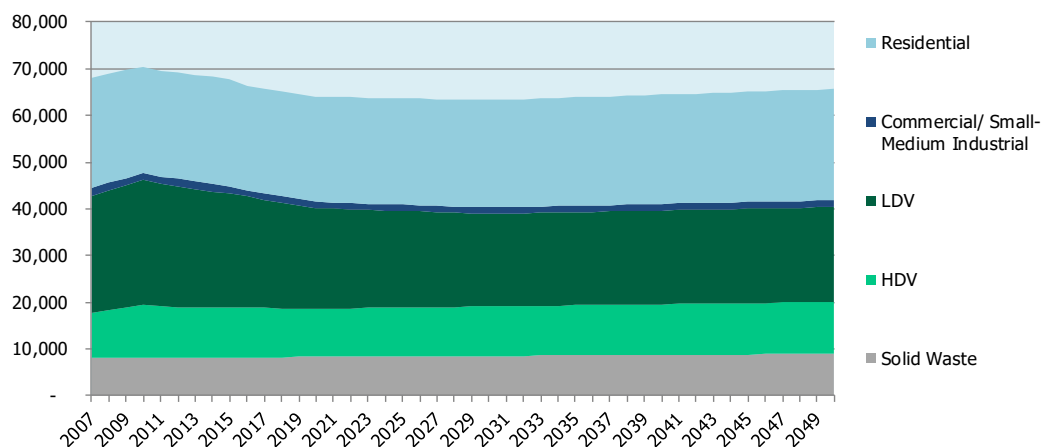


Planned Energy Use by Fuel, GJ/year

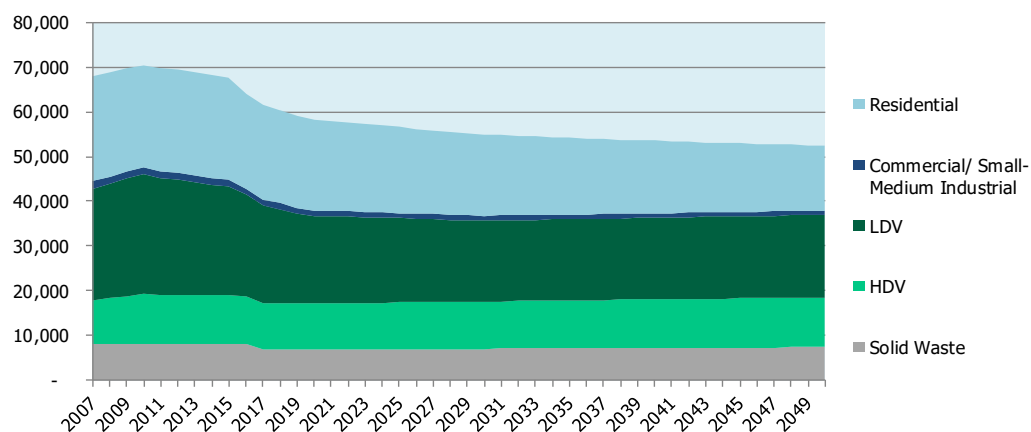


GHGs by Sector

BAU GHGs by Sector, tonnes/year

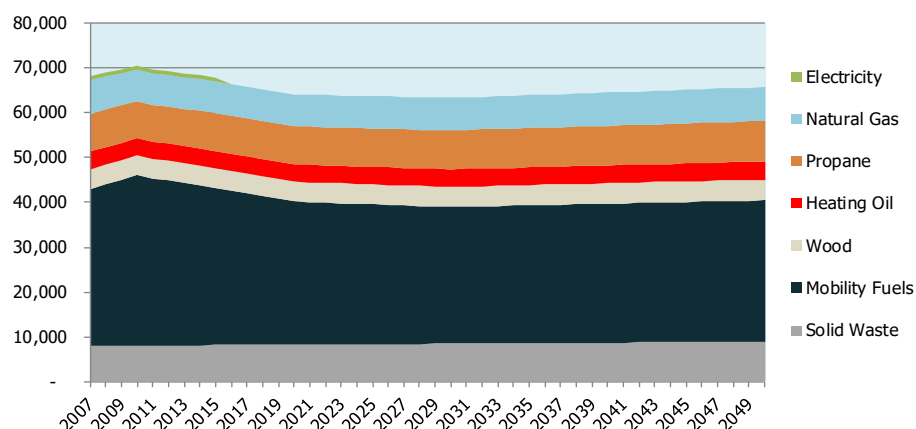


Planned GHGs by Sector, tonnes/year

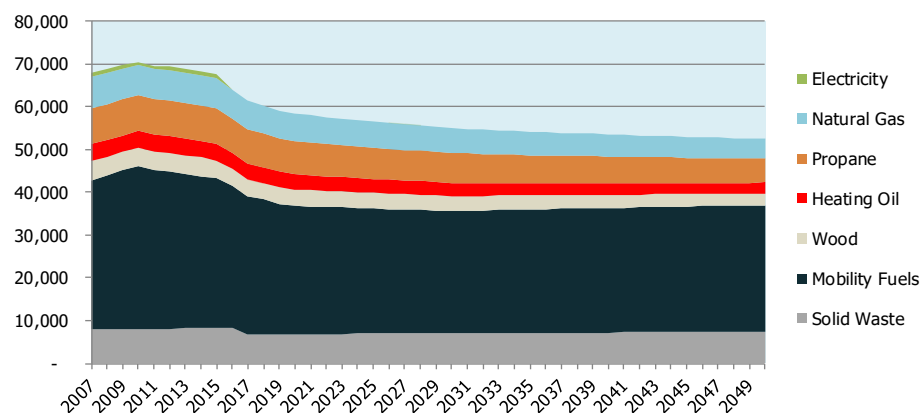


GHGs by Fuels & Waste

BAU GHGs by Fuels & Waste, tonnes/year



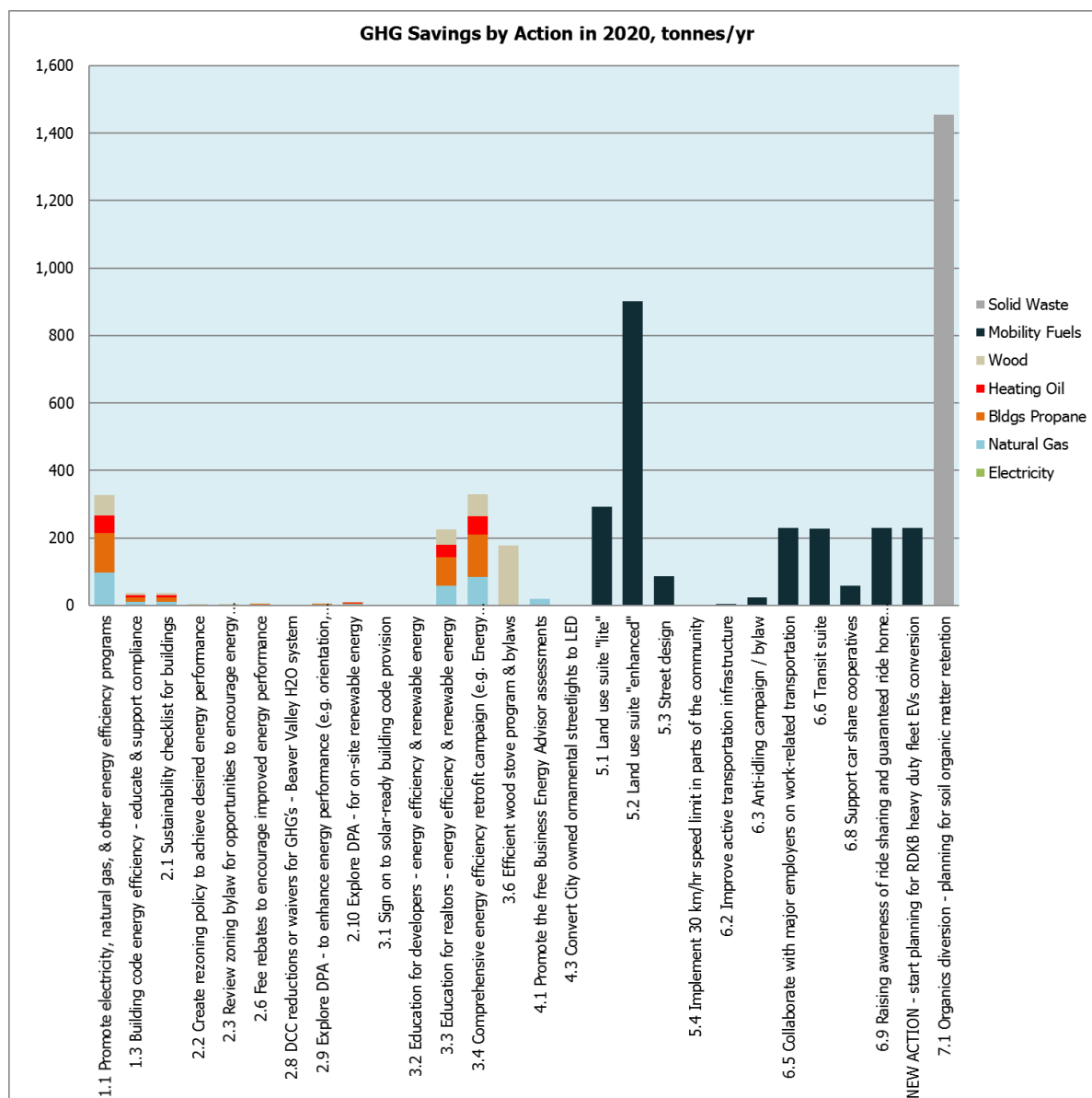
Planned GHGs by Fuels & Waste, tonnes/year



Note that the Province of BC has committed to a carbon-neutral electricity grid by 2016. In the model electricity emissions become zero from 2016 and remain there for the duration of the projected period.

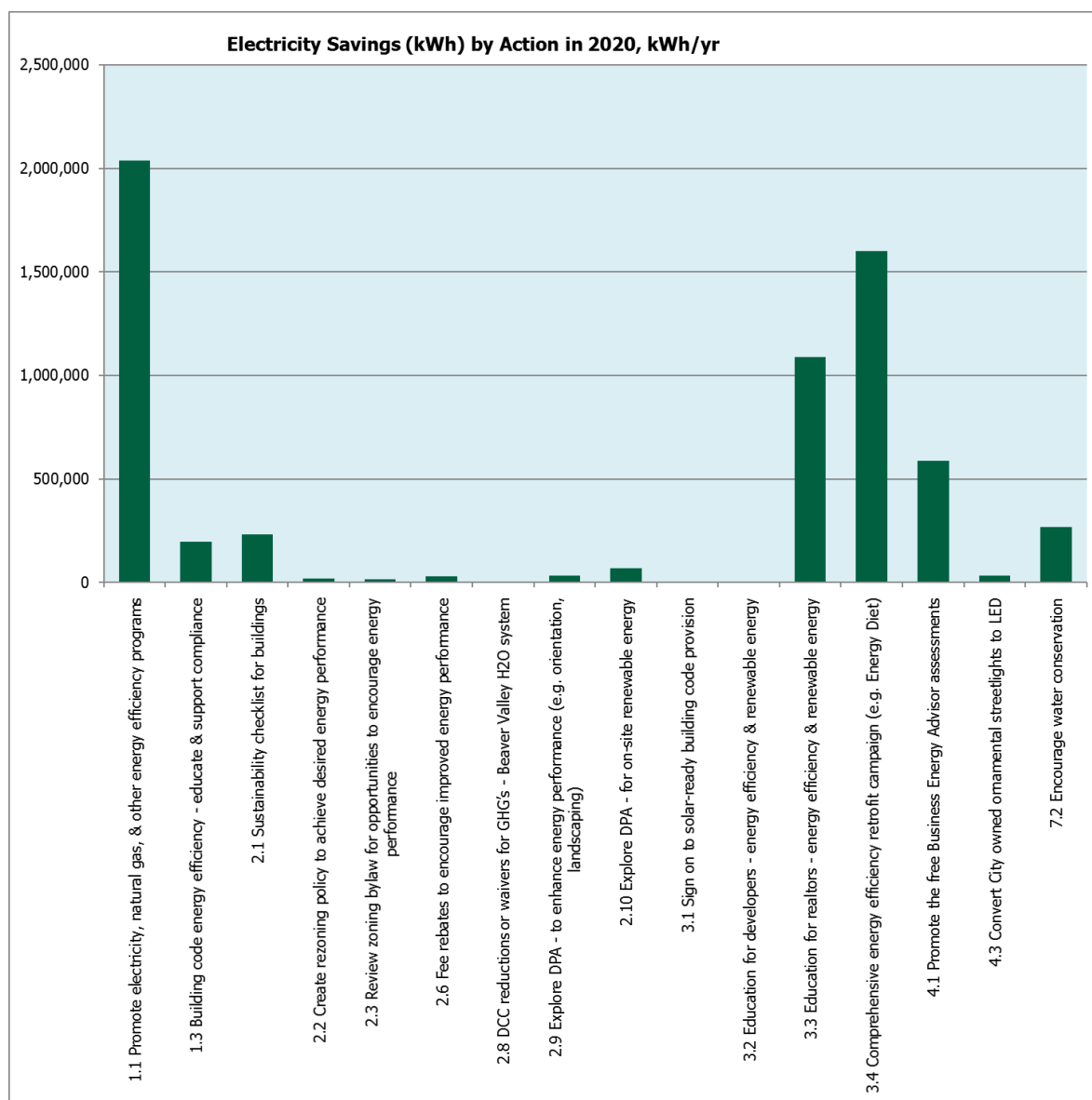
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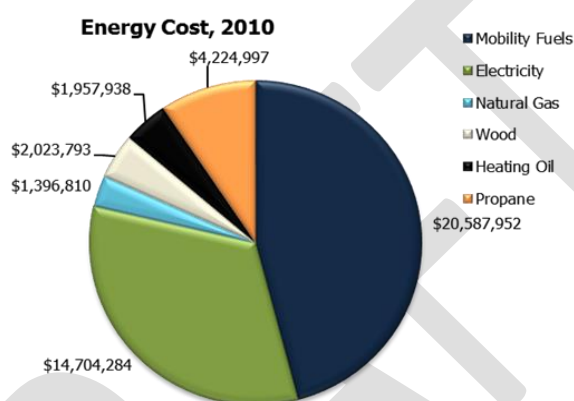
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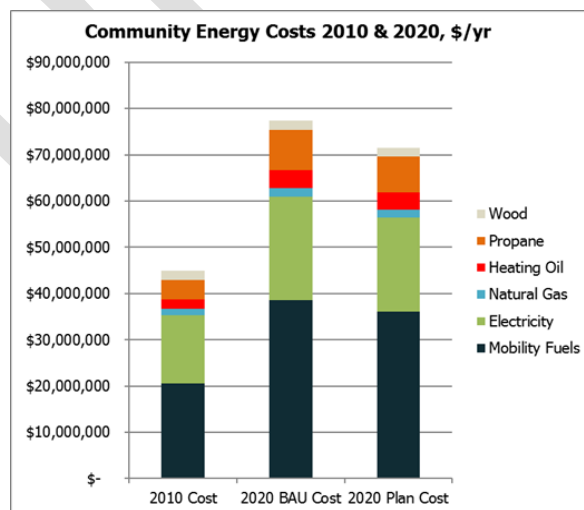
Community Financial Savings

For the Regional District of Kootenay Boundary, only a small percentage of the energy dollars spent within the community remain within the community. Therefore, a significant co-benefit of implementing this plan to reduce energy consumption and emissions is that reducing the energy dollars spent will help people, families, and businesses to reduce their expenses. In addition, using locally generated energy will help to keep energy dollars local rather than exporting them, just as consumption of local food helps the local economy.

The following chart shows the approximately \$44.9 million (\$4,100 per capita) of Kootenay Boundary Unincorporated Areas community energy expenditures made in 2010, split by fuel type.



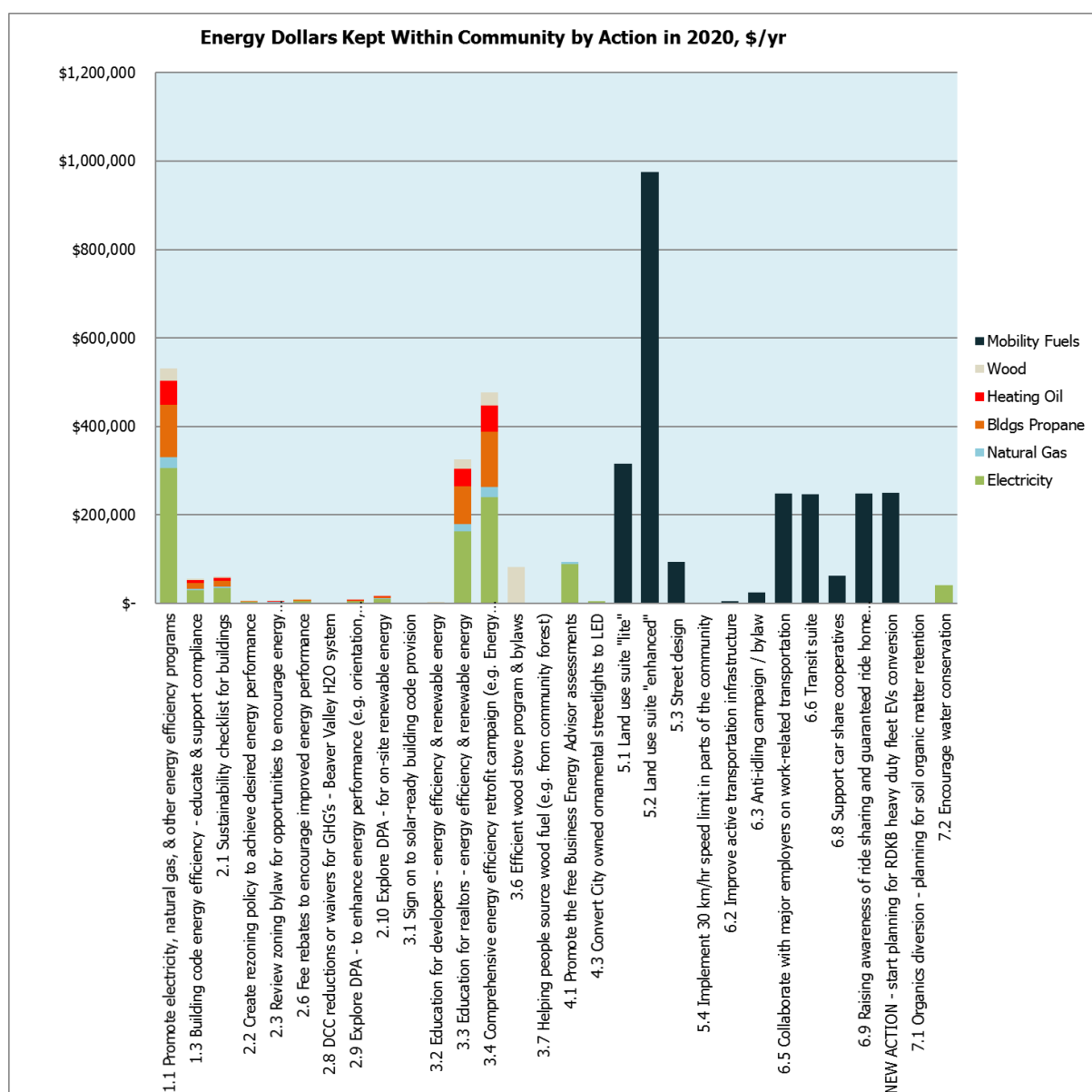
The impacts of the plan are shown in the following chart, comparing 2010 and 2020. Rural community energy costs are projected to be reduced by approximately 8% through plan implementation. The model assumes that energy prices will increase to 2020. So, the 8% plan cost reduction equates to about \$6million per year (\$540 per capita). Although energy prices are very difficult to predict, there is confidence that the price of electricity will increase over the next few years.



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The following chart can be considered against estimates for the level of effort and resources needed to implement each action, for a cost benefit consideration. Note that several actions can have additional benefits, including financial benefits, that are not included in the calculation of "community energy dollars saved" (e.g. implementing land use suite "lite" and "enhanced" can reduce municipal infrastructure capital and operating costs.

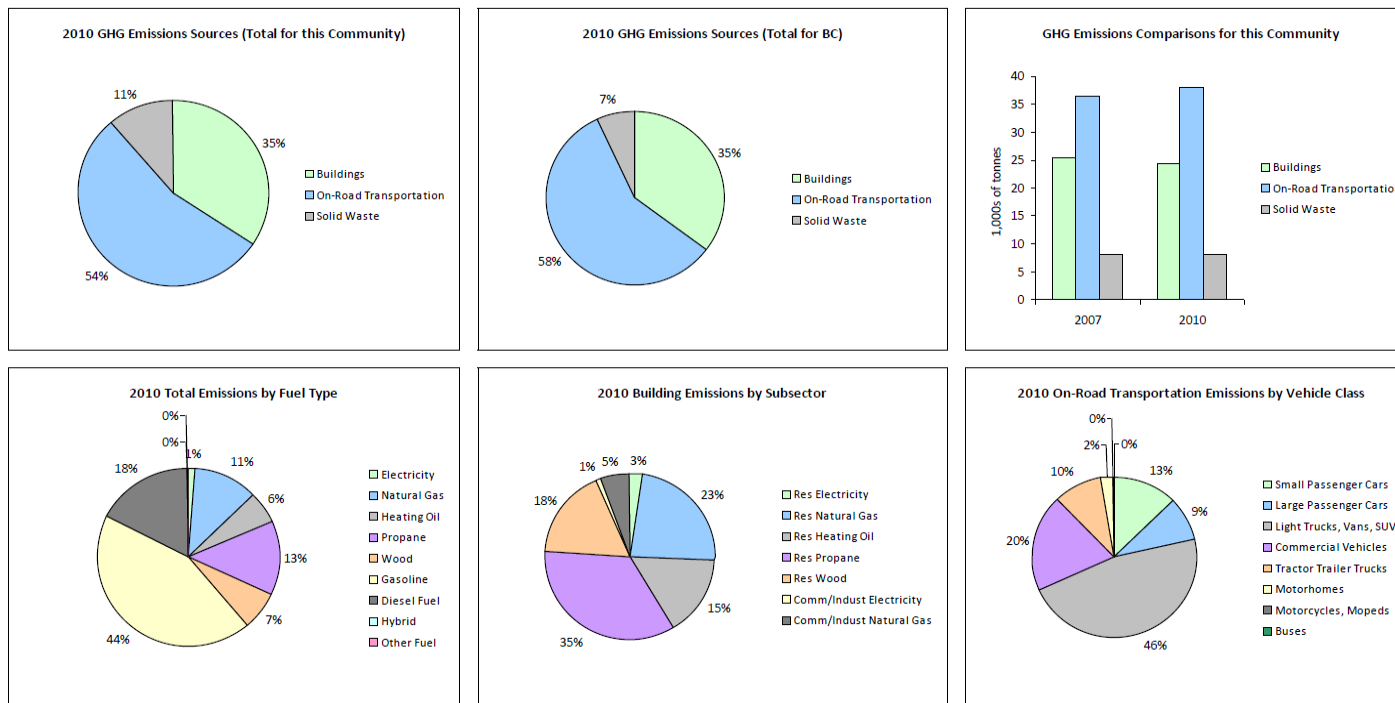


Appendix 1 – 2010 Community Energy & Emissions Inventory for Kootenay Boundary Unincorporated Areas*



Kootenay Boundary Regional District Unincorporated Areas 2010 Community Energy and Emissions Inventory Monitoring and reporting on progress towards greenhouse gas emissions reduction targets

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* Note the 2012 CEEI data is expected to be released by the Province in the next few months.





Kootenay Boundary Regional District Unincorporated Areas
2010 Community Energy and Emissions Inventory
Monitoring and reporting on progress towards greenhouse gas emissions reduction targets

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Core Items

On-Road Transportation		2007					2010				
		Connections	Consumption	Avg VKT (km)	Energy (GJ)	CO2e (t)	Connections	Consumption	Avg VKT (km)	Energy (GJ)	CO2e (t)
Small Passenger Cars	Gasoline	1,471	1,934,616 L	15,500	67,711	4,642	1,452	2,033,928 L	15,800	71,188	4,585
	Diesel Fuel	74	123,494 L	24,200	4,729	337	76	119,101 L	23,300	4,561	315
Large Passenger Cars	Hybrid			23,300	162	10	12	15,199 L	21,600	532	36
	Gasoline	1,008	1,500,745 L	14,600	52,525	3,589	966	1,461,735 L	14,400	51,160	3,296
	Diesel Fuel			11,600	326	22	11	14,241 L	11,900	546	37
Light Trucks, Vans, SUVs	Hybrid								23,500	117	8
	Gasoline	2,949	6,615,511 L	17,000	231,543	15,908	3,096	7,310,979 L	17,500	255,884	16,633
	Diesel Fuel	219	433,768 L	11,200	16,614	1,181	170	366,868 L	13,400	14,050	970
	Other Fuel	22	42,833 L	11,500	1,085	65	14	23,927 L	11,200	605	36
Commercial Vehicles	Gasoline	286	727,814 L	17,200	25,475	1,710	335	925,503 L	17,400	32,395	2,071
	Diesel Fuel	456	1,488,889 L	18,600	57,024	4,006	580	2,043,195 L	20,400	78,254	5,334
	Other Fuel	22	48,619 L	12,100	1,230	75	16	40,308 L	12,000	1,018	61
Tractor Trailer Trucks	Diesel Fuel	96	1,533,350 L	34,300	58,728	4,125	93	1,427,783 L	33,500	54,684	3,728
Motorhomes	Gasoline	55	152,361 L	19,300	5,333	357	61	169,421 L	19,200	5,930	377
	Diesel Fuel	39	118,724 L	16,700	4,546	319	51	161,405 L	16,400	6,181	420
Motorcycles, Mopeds	Gasoline	154	28,086 L	4,700	984	66	168	40,388 L	5,700	1,414	90
Buses	Gasoline			18,800	258	17			17,400	142	10
	Diesel Fuel			21,900	858	60			22,700	596	41
Totals		6,851	14,748,810 L	16,281	529,131	36,489	7,101	14,748,810 L	16,837	579,257	38,048

Buildings		2007				2010			
		Connections	Consumption	Energy (GJ)	CO2e (t)	Connections	Consumption	Energy (GJ)	CO2e (t)
Residential	Wood	N/A	222,494 GJ	222,494	4,508	N/A	214,158 GJ	214,158	4,339
	Heating Oil	N/A	57,233 GJ	57,233	4,034	N/A	55,088 GJ	55,088	3,767
	Propane	N/A	138,185 GJ	138,185	8,430	N/A	136,885 GJ	136,885	8,351
	Natural Gas	1,832	119,758 GJ	119,758	6,007	1,819	113,053 GJ	113,053	5,672
	Electricity	8,590	107,446,555 kWh	386,807	644	8,029	107,278,774 kWh	386,203	642
Commercial/Small-Medium Industrial	Natural Gas	107	29,158 GJ	29,158	1,462	103	26,628 GJ	26,628	1,334
	Electricity	1,471	41,767,879 kWh	150,364	249	1,380	39,762,956 kWh	143,147	238
Totals		12,000		1,103,999	25,334	11,331		1,075,162	24,343





Kootenay Boundary Regional District Unincorporated Areas
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Monitoring and reporting on progress towards greenhouse gas emissions reduction targets

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Solid Waste		2007				2010			
		Connections	Consumption	Energy (GJ)	CO2e (t)	Connections	Consumption	Energy (GJ)	CO2e (t)
Community Solid Waste	Solid Waste	0	4,850 t	N/A	8,085	0	4,990 t	N/A	8,106
Totals		0			8,085	0			8,106

Memo Items

Buildings		2007				2010			
		Connections	Consumption	Energy (GJ)	CO2e (t)	Connections	Consumption	Energy (GJ)	CO2e (t)
Large Industrial	Natural Gas	2		0	0	2		0	0
Totals		2			0	2			0

Totals for Transportation, Buildings and Solid Waste

Fuel Type	2007 (Population: 10,486)			2010 (Population: 10,876)		
	Consumption	Energy (GJ)	CO2e (t)	Consumption	Energy (GJ)	CO2e (t)
Hybrid	0 L	162	10	15,199 L	649	44
Gasoline	10,959,133 L	383,829	26,289	11,941,954 L	418,113	27,062
Diesel Fuel	3,698,225 L	142,825	10,050	4,132,593 L	158,872	10,845
Other Fuel	91,452 L	2,315	140	64,235 L	1,623	97
Wood	222,494 GJ	222,494	4,508	214,158 GJ	214,158	4,339
Heating Oil	57,233 GJ	57,233	4,034	55,088 GJ	55,088	3,767
Propane	138,185 GJ	138,185	8,430	136,885 GJ	136,885	8,351
Natural Gas	148,916 GJ	148,916	7,469	139,681 GJ	139,681	7,006
Electricity	149,214,434 kWh	537,171	893	147,041,730 kWh	529,350	880
Solid Waste	4,850 t	0	8,085	4,990 t	0	8,106
Grand Totals		1,633,130	69,908		1,654,419	70,497





Kootenay Boundary Regional District Unincorporated Areas
2010 Community Energy and Emissions Inventory
Monitoring and reporting on progress towards greenhouse gas emissions reduction targets

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Supporting Indicators

No new supporting indicator data have been provided in the 2010 reports. Work is currently underway to produce a complete second round of data for the indicators below in the 2012 reports (available in 2014). In the interim, we are including the same supporting indicator data that was provided in the 2007 reports. Feedback is requested on all supporting indicators; please contact us directly at

Housing Type - Private dwellings by structural type

Housing type is important for reducing building-related GHG emissions and energy consumption. A trend toward fewer single family dwellings indicates an increase in residential density, which is known to reduce transportation-related GHG emissions.

	1996		2001		2006	
	Units	%	Units	%	Units	%
Single Detached House	3,740	24	3,755	87	3,780	86
Semi-Detached House	15	0	10	0	30	1
Row House	5	0	20	0	20	0
Apartment, Duplex	20	0	45	1	20	0
Apartment, 5 storeys or higher	10	0	0	0	0	0
Apartment, under 5 storeys	15	0	65	2	40	1
Other Single Attached House	10	0	15	0	25	1
Movable Dwelling	395	3	390	9	505	11

Commute to Work - Employed labour force - by mode of commute

An increase in the number of people choosing to walk, cycle and use transit reduces GHG emissions. More compact, complete, connected communities should see an increase in the use of these transportation modes.

	1996		2001		2006	
	Units	%	Units	%	Units	%
Car, Truck, Van as Driver	3,330	81	3,500	84	3,650	83
Car, Truck, Van as Passenger	355	9	315	8	370	8
Public Transit	25	1	55	1	25	1
Walked	265	6	205	5	200	5
Bicycle	80	2	40	1	110	2
Motorcycle	5	0	20	0	5	0
Taxicab	10	0	0	0	5	0
Other Method	60	1	55	1	45	1

Parks and Protected Greenspace

Parks and protected greenspaces are important for the protection and enhancement of community carbon sinks.

	2009	
	Units	%
National Parks	0	0
Provincial Parks / Protected Areas	70,490	10
Local Parks	17	0
Agricultural Land Reserve	53,010	8
Other land use	579,294	82
Total Parks and Protected Area	70,507	10
Total Land Area	702,812	100

* Total is net of Indian Reserves
 ** Quantity of parkland may be underestimated

Residential Density

Increasing residential densities is known to reduce vehicle use resulting in fewer transportation-related GHG emissions. There are many additional benefits from more compact development.

	2009	
	Units	%
National Parks	0	0
Provincial Parks / Protected Areas	70,490	10
Local Parks	17	0
Agricultural Land Reserve	53,010	8
Other land use	579,294	82
Total Parks and Protected Area	70,507	10
Total Land Area	702,812	100

* Net of Crown land, parks, Indian Reserves, water features, airports, ALR, waste disposal site





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Supporting Indicators Under Consideration

Work is currently underway to produce a complete second round of supporting indicators for the 2012 reports (available in 2014). These reports will new data for the five supporting indicators included in the 2007 and 2010 Reports:

- **Housing Type:** Private dwellings by structural type
- **Commute to Work:** Employed labour force - by mode of commute
- **Commute Distance**
- **Residential Density**
- **Parks and Protected Greenspace**

And in addition, the 2012 reports we are working to be able to include:

- **Proximity to Transit**
- **Building Energy Intensity**
- **Building Floor Space**
- **Waste Diversion**

We are continuing to work towards reporting on even more supporting indicators in the future including:

- **Proximity to Services** (e.g destinations such as grocery store, school, other retail etc.)
- **Transit Ridership**
- **Water Use**
- **Impervious Surface Cover:** % change in impervious surface cover
- **Tree Canopy Cover:** % change in tree canopy cover
- **District Energy:** # and energy output (e.g. buildings connected, energy consumed in GJ or kWh) of district energy systems by energy type e.g. renewable or non-renewable)
- **On-Site Renewable Energy:** # and energy output (in GJ or kWh) from households producing and/or consuming on-site renewable heat (e.g. biomass, solar thermal, geo-exchange) and/or electrical (e.g. solar photovoltaic, small wind, small scale hydro) energy
- **Energy Recovery** from waste energy (GJ or kWh) recovered from waste (e.g. from landfill gas, sewage treatment, industrial operations, farm)

Please give us feedback by contacting us directly at CEEIRPT@gov.bc.ca

Many local governments have been undertaking a significant amount of climate action in both the corporate and community-wide spheres, as demonstrated in both the public reports from the Climate Action Revenue Incentive Program (CARIP) <http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm>, and on the <http://toolkit.bc.ca> website. These two resources may be helpful to those who are interested in learning from other BC local governments. The toolkit also contains additional information and resources including decision-support/planning frameworks and tools for undertaking actions to reduce GHG emissions and energy consumption.





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This is your local government's 2010 Community Energy and Emissions Inventory (CEEI) Report

What is a CEEI Report?

CEEI Reports are a result of a multi-agency effort to provide a province-wide solution to assist local governments in BC to track and report on community-wide energy consumption and greenhouse gas (GHG) emissions as well as supporting indicators every two years. CEEI Reports are one of the many resources available through the Climate Action Toolkit (<http://www.toolkit.bc.ca>), a web-based service provided through the ongoing collaboration between UBCM and the Province.

Why does my local government need a CEEI Report?

A community energy and GHG emissions inventory can be a valuable tool that helps local governments plan and implement GHG and energy management strategies, while at the same time strengthening broader sustainability planning at the local level. CEEI reports fulfill local governments' Climate Action Charter commitment to measure and report their community's GHG emissions profile, establish a base year inventory for local governments to consider as they develop targets, policies, and actions related to BC's Local Government Act requirements, fulfill Milestone One requirements for those local government members of the Federation of Canadian Municipalities' (FCM's) Partners in Climate Protection (PCP) program, as well as supporting local government efforts to monitor progress towards Regional Growth Strategy objectives.

A first in North America!

CEEI is a first in North America and a first step for BC communities. The 2010 CEEI Reports are based on best available province-wide data. The accuracy and detail of CEEI reports will continue to improve to meet increasing local and provincial government information needs. Improvements have been made from the original draft 2007 CEEI Reports posted in Spring 2009. These include estimates for residential heating oil, propane and wood use, breaking out small from large industrial buildings, including updated land-use change and new agricultural sectors as 'memo items'. Following the 2010 CEEI Reports, inventories will be generated every two years, and will continue to improve as government information needs, international protocols and new data sources emerge.

For More Information

The full list of all BC local government 2010 CEEI Reports, User Guide, Technical Methods and Guidance Document, and additional information on the Supporting Indicators are available at: <http://www.env.gov.bc.ca/cas/mitigation/ceei/index.html> For guidance on target setting and community actions, go to <http://www.toolkit.bc.ca> and <http://www.cd.gov.bc.ca/lgd/greencommunities/targets.htm>

We Need Your Feedback

To continue to guide us on CEEI, please take the time to contact us directly at CEEIRPT@gov.bc.ca

Notice to the Reader

This CEEI Report uses information from a variety of sources to estimate GHG emissions. While the methodologies, assumptions and data used are intended to provide reasonable estimates of greenhouse gas emissions, the information presented in this report may not be appropriate for all purposes. The Province of BC and the data providers do not provide any warranty to the user or guarantee the accuracy or reliability of the data contained in this report. The user accepts responsibility for the ultimate use of such data. We need your help to make these reports better,



Appendix 2 – Actions Descriptions

The descriptions below are taken from the SCEEP Actions Guide.

1. Buildings - Basics

These actions are recommended for all local governments unless there is a compelling reason that a particular measure should not be implemented.

Action	Description
1.1 Promote electricity, natural gas, and other energy efficiency programs	<p>Key Question: This action is recommended unless there is a reason why it cannot be done.</p> <p>Description: FortisBC offers many electricity and natural gas conservation programs. At times, the Federal and Provincial governments also offer energy conservation programs. Local governments can assist in promotion of these programs, increasing awareness and encouraging local participation in residential and commercial sectors (e.g. communicating about PowerSense programs during building permit application processes), so residents and businesses can save electricity and money.</p>
	<p>% Energy Savings Calculation: Commercial = $a*b*c$, Residential = $d*e*f$</p> <p>a. % of commercial customers reached b. % of reached commercial that implement c. average improvement from implementing d. % of residential customers reached e. % of those reached that implement f. average % improvement from implementing</p> <p>Example: $(a*b*c) = (90\% * 5\% * 30\%) = 1.4\%$ (commercial buildings sector) $(d*e*f) = (90\% * 5\% * 30\%) = 1.4\%$ (residential buildings sector)</p>
1.2 District energy / renewable energy systems	<p>Key Question: Is there a source of waste heat (rink, industry, sewer pipes, wastewater treatment plant, ...) near to heat demand (pool, hospital, ...) OR are several public-sector (municipality, regional district, provincial ministry, health authority, school district, ...) facilities located close to each other?</p> <p>Description: Development permit area (DPA) guidelines can be used to require renewable energy systems external to buildings, such as a renewable district energy system. DPA's can enable the maximization of passive solar opportunities. District energy (DE) example: Revelstoke Community Energy Corporation.</p>
	<p>Calculation: Existing Residential = $a*b*c$, New Residential = $a*d*c$ Existing Commercial = $c*f*g$, New Commercial = $e*f*h$</p> <p>a. % of energy used for heating & cooling for residential (77%) b. % of existing residential connected to DE c. % reduction of energy from DE for residential d. % of new residential connected to DE e. % of energy for heating and cooling in industrial/commercial/institutional (ICI) f. % reduction in heating / cooling from DE for ICI g. % of existing ICI connected to DE h. % of new ICI connected to DE</p> <p>Example: Energy improvements in indicated sectors: $(a*b*c) = (77\% * 1\% * 66\%) = 0.3\%$ (existing residential buildings sector) $(a*d*c) = (77\% * 5\% * 66\%) = 2.5\%$ (new residential buildings sector) $(e*f*g) = (63\% * 66\% * 1\%) = 0.4\%$ (existing commercial sector) $(e*f*h) = (63\% * 66\% * 25\%) = 4.2\%$ (new commercial sector)</p>



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Action	Description
1.3 Building code energy efficiency - educate & support compliance	<p>Key Question: Would buildings be more energy efficient with enhanced building code enforcement and inspection, and if builders / developers have a better understanding of the code?</p> <p>Description: Greening the Building Code is an ongoing provincial initiative, improving energy performance of new housing.</p> <p>The energy efficiency requirements of the BC Building Code may not be reflected in some buildings due to a lack of knowledge by builders, and limited number of required inspection or enforcement practices.</p> <p>Local governments can help fix this by:</p> <ul style="list-style-type: none"> • Changing building inspection requirements or practices. • Increasing the number of Certified Energy Assessors. • Promoting educational sessions on the BC Building Code to builders / developers in their community. The Homeowner's Protection Office regularly runs such sessions. <p>% Energy Savings Calculation: New Residential = $a*b$, New Commercial = $c*d$</p> <ol style="list-style-type: none"> % new residential buildings captured by improved enforcement % improvement in new commercial buildings by energy type through better enforcement % new commercial buildings captured by improved enforcement % improvement in new residential buildings by energy type through better enforcement <p>Example: $(a*b) = (80\% * 15\%) = 12\%$ (new residential buildings) $(c*d) = (80\% * 5\%) = 4\%$ (new commercial buildings)</p>
1.4 Reduce local government barriers to building scale renewable energy	<p>Key Question: What barriers are people aware of for building scale renewable energy systems?</p> <p>Description: Some local governments have barriers in place for building scale renewable energy systems, e.g. exceedingly high fees and requirements for the installation of solar photovoltaic panels in some communities, while minimal fees and requirements in others. The fees and costs for meeting requirements in some communities for solar systems can comprise up to 20+% of the installation cost, acting as a considerable deterrent. Barriers like these can be reduced.</p> <p>% Energy Savings Calculation: Residential = $a*b$, Commercial = $c*d$</p> <ol style="list-style-type: none"> % of homes that may install solar photovoltaics or other renewable energy systems per year % of annual electricity reduction for those properties that will be generated by those systems % of commercial buildings that may install solar photovoltaics or other renewable energy systems per year % of annual electricity reduction that will be generated by those systems <p>Example: Energy improvements in indicated sectors: $(a*b) = (0.1\% * 50\%) = 0.05\%$ per year (residential buildings sector) $(c*d) = (0.1\% * 10\%) = 0.01\%$ per year (commercial sector)</p>



2. Buildings - Growth Measures

These measures typically have the greatest applicability in communities that are growing or are land-constrained. Communities with a low/no growth rate may also find some measures useful.

Action	Description
2.1 Sustainability checklist for buildings	<p>Key Question: Is the community growing?</p> <p>Description: Developers can be required to complete a sustainability or smart growth checklist as part of development permit or rezoning application processes. The checklist might include, for example, questions about sustainable energy features incorporated into new developments.</p> <p>Checklist measures are not compulsory; the aim of the checklist is to highlight local government sustainability and clean energy objectives, and to educate developers about the potential for including energy efficiency measures or renewable energy technologies in new buildings. A checklist can be combined with other policy tools in order to maximize effect.</p>
	<p>% Energy Savings Calculation: New Buildings = $a*b*c$, Existing Buildings = $d*e*f$</p> <ul style="list-style-type: none"> a. % new buildings exposed to checklist b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type d. % major renovations exposed to checklist e. % of existing buildings doing major renovations f. Average % impact by energy type for major renovations <p>Example: $(a*b*c) = (90\%*10\%*15\%) = 1.4\%$ new buildings $(d*e*f) = (90\%*1\%*15\%) = 0.7\%$ existing buildings</p>
2.2 Create rezoning policy to achieve desired energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Board can adopt a rezoning policy that encourages developments that are more energy efficient and/or incorporate renewable energy. Any development that requires a rezoning must be approved by Council, which can consider benefits to the community as part of its decision. While the OCP lays out general expectations of the community, Council can also adopt a rezoning policy, which provides a clear statement of attributes that Council will seek in making rezoning decisions. It is important to note that a rezoning policy cannot set requirements for rezoning, because Councillors are required to approach rezoning hearings with an 'open mind.' However, if a development does not meet stated expectations of Council, it is unlikely to be recommended by staff or approved by Council. The rezoning policy must be designed carefully to be legal and effective. Example: Bowen Island Municipality.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (30\% * 10\% * 30\%) = 0.9\%$ for new buildings</p>

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Action	Description
2.3 Review zoning bylaw for opportunities to encourage energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Local governments can find opportunities to encourage energy performance through finding opportunities in the zoning bylaw. Example: City of North Vancouver reviewed their zoning bylaw and found a number of ways that better energy performance was unfairly penalized, such as homes that would install significantly greater insulation beyond the BC Building Code.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new homes covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (100\% * 5\% * 20\%) = 1\%$ for new homes</p>
2.4 Density bonus for energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Density bonusing means that a developer may be allowed to build to a higher density than is normally permitted in the zone (in terms of floor space ratio, site coverage or buildings per parcel) in exchange for the provision of amenities. It is possible that this could be used to promote better energy performance, if GHG reduction, energy security, improved air quality and economic benefits from improved energy performance are considered community amenities. Example: the City of North Vancouver has a density bonus for single family homes, duplexes, mid-rise residential, and high rise / mixed use construction.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) that improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (25\% * 75\% * 25\%) = 4.7\%$ for new buildings</p>
2.5 Expediting permit approvals to encourage energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Expedited approvals may provide an incentive for developers, depending on how long wait times currently are. Some local governments have found that rather than delay other applications, it is better to ask a developer to pay for staff overtime so that their application can be expedited. Example: District of Saanich</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (25\% * 10\% * 25\%) = 0.6\%$ for new buildings</p>



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Action	Description
2.6 Fee rebates to encourage improved energy performance	<p>Key Question: Is the community growing?</p> <p>Description: Fee rebates, e.g. on building permit fees, can help to encourage more energy efficient new housing. This incentive can be matched with utility incentives for new housing for improved effectiveness. Examples: District of Invermere, Township of Langley</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new houses covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (100\% * 10\% * 20\%) = 2\%$ for new homes</p>
2.7 Revitalization tax exemption bylaw for buildings with improved energy performance	<p>Key Question: Is the community growing?</p> <p>Description: A Revitalization Tax Exemption (RVTE) program may be designed to encourage energy efficient development in a small area (e.g. downtown) or throughout a jurisdiction. This tool could allow property owners to make energy improvements to their property and apply for a tax exemption. The benefit of a RVTE is tied to the property. Example: District of Maple Ridge</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (25\% * 10\% * 25\%) = 0.6\%$ for new buildings</p>
2.8 Development Cost Charge (DCC) reductions or waivers, for GHG's	<p>Key Question: Is the community growing?</p> <p>Description: A development cost charge (DCC) reduction or exemption provides financial incentive for developers, with costs directly borne by the local government. Example: City of Penticton</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (5\% * 5\% * 25\%) = 0.1\%$ for new buildings</p>
2.9 Development Permit Area (DPA) - to enhance energy performance (e.g. orientation, landscaping)	<p>Key Question: Is the community growing?</p> <p>Description: Communities can use DPA guidelines so that buildings, e.g. in new areas to be developed, are oriented to be south-facing, considerably reducing building energy costs. In addition, DPA guidelines can encourage or mandate water efficient landscaping, helping to reduce water consumption and associated electricity costs.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (10\% * 75\% * 20\%) = 1.5\%$ for new buildings</p>



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Action	Description
2.10 DPA - for on-site renewable energy	<p>Key Questions: Is the community growing, and is the community interested in cutting edge policy?</p> <p>Description: Communities can use DPA guidelines to encourage or mandate on-site renewable energy exterior to a building, e.g. district energy pipes, or geoechange systems.</p>
	<p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new buildings covered by policy b. % of those in (a) who improve performance c. Average % impact in new buildings by energy type <p>Example: $(a*b*c) = (10\% * 50\% * 66\%) = 3.3\%$ for new buildings</p>



3. Residential Buildings

The following actions may be applicable to residential buildings.

Action	Description
3.1 Sign on to solar-ready building code provision	<p>Key Question: This action should be considered.</p> <p>Description: The Province of BC has developed a model solar-ready bylaw (link below) http://www2.gov.bc.ca/gov/content/industry/construction-industry/building-codes-standards/the-codes/other-regulations/solar-hot-water-ready that local governments can sign on to and implement in their jurisdictions. This bylaw reduces the cost of installing solar hot water (SHW) after construction at minimal cost at construction time. Domestic hot water is approximately 30% of building energy use. Solar hot water can provide up to 50% - 60% of domestic hot water use cost effectively. Applies to residential only.</p> <p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of new residential that is single family b. % of new residential that installs SHW c. Average % reduction on total household fuel use by fuel type from SHW (typically 30% of household energy use is hot water, typical SHW installations cover 50% of domestic hot water) improvements <p>Example: (a*b*c) = (60% * 1% * (30% * 50%)) = 0.1% for new residences</p>
3.2 Education for developers – energy efficiency & renewable energy	<p>Key Question: This action is recommended unless there is a compelling reason not to implement.</p> <p>Description: Developers make key decisions as projects are being developed, that affect the energy performance of buildings over their lifecycle. While some developers pursue high performance buildings and renewable heating/cooling systems, many lack awareness of these systems and view them as increasing cost and risk. Education and showcasing can build awareness that leads to action. Applies primarily to residential development.</p> <p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of development community reached b. % of those in (a) who integrate energy improvements into their developments c. Average % impact by energy type of improvements <p>Example: (a*b*c) = (20% * 10% * 20%) = 0.4% for new buildings</p>
3.3 Education for realtors - energy efficiency & renewable energy	<p>Key Question: This action should be considered.</p> <p>Description: Realtors help homeowners with their purchasing decisions, but many lack knowledge of energy efficiency and what EnerGuide or ENERGY STAR® for New Homes ratings are. This is despite the fact that energy costs can be significant for a homeowner, and should be taken into account when considering affordability. This education helps to create consumer demand for energy efficiency, and can also help to set the stage for greater use of these rating systems by a local government. Example: Nanaimo.</p>



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Action	Description
	<p>% Energy Savings Calculation: (a*b)</p> <ul style="list-style-type: none"> a. % penetration into housing market b. Average % improvement in energy efficiency <p>Example: (a*b) = (5% * 20%) = 1% for new & existing homes</p>
3.4 Comprehensive energy efficiency retrofit campaign (e.g. Energy Diet)	<p>Key Questions: Are there a lot of existing older homes in the community (built prior to 2006)? Are utility or other incentives sufficient to proceed? And how much effort and resources is the local government, utility, and/or local non-profit able to put in to a campaign?</p> <p>Description: Energy efficiency retrofit campaigns in BC have been very successful in increasing the energy efficiency of the existing housing stock. The most successful campaigns take place at times of high rebate levels from utilities, Provincial or Federal government, and have local government participation as well. CEA has written a comprehensive publication on these campaigns, which can be found here: http://communityenergy.bc.ca/download/947/. It may be worthwhile to still conduct a campaign even when incentive levels are not particularly high, and/or when a local government, utility, or local non-profit cannot put in significant effort or resources towards a campaign. Examples: Rossland Energy Diet, Nelson EcoSave.</p>
	<p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of existing housing stock built before 2006 b. % of those in (a) who are reached through the campaign and incorporate energy improvements c. Average % impact by energy type of improvements <p>Example: (a*b*c) = (75% * 10% * 20%) = 1.5% for existing homes</p>



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Action	Description
3.5 Voluntary or mandatory energy labelling of existing or new homes	<p>Key Questions: Are there a lot of existing older homes in the community (built prior to 2006)? And/or could residents benefit from education on energy efficiency?</p> <p>Description: Local governments can encourage or mandate energy labelling of existing and/or new homes.</p> <p>Labelling of new homes can be encouraged or mandated at the point of sale, while for existing homes it can also take place at the point of renovation. Energy labelling can be conducted through EnerGuide ratings, which are the most widely used form of residential energy labelling in Canada, and was developed by Natural Resources Canada.</p> <p>EnerGuide ratings on homes can help a prospective homeowner compare different homes according to their energy efficiency, and thus allows the market to assign a value to this. It also provides encouragement to homeowners and builders to improve energy efficiency. Plus, EnerGuide ratings are educational, they come supplied with reports identifying ways homes can have their energy efficiency improved. The cost for existing homes is \$325 + taxes and travel, and the cost for new homes ranges from \$450-700.</p> <p>Local governments can choose to make this voluntary or mandatory. Voluntary applications should likely include incentives to reduce the cost of EnerGuide ratings in order to improve uptake. Both voluntary and mandatory applications should likely be coupled with education, e.g. for realtors.</p> <p>Example: the City of Vancouver has made EnerGuide ratings mandatory for all homes undergoing renovations with a value of \$5,000 or greater (with some exemptions). Note that the City of Victoria has received a legal opinion which states that local governments have the authority to require energy audits as a condition of obtaining a building permit (existing or new homes), provided it is done by bylaw.</p> <p>% Energy Savings Calculation: (a*b*c)</p> <ul style="list-style-type: none"> a. % of houses that will undergo assessments each year b. % of those in (a) that will improve energy efficiency c. Average % impact by energy type of improvements <p>Example: (a*b*c) = (5% * 50% * 20%) = 0.5%, <i>per year</i></p>



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Action	Description
3.6 Efficient wood stove program & bylaws	<p>Key Question: Do many residents use inefficient wood fireplaces / stoves?</p> <p>Description: The Provincial Wood Stove Exchange Program encourages residents to change out their older, smoky wood stoves for low-emission appliances — including new CSA-/EPA-certified clean-burning wood stoves. Offered at the community level, the program involves funding and incentives to promote the exchange and replacement of old wood stoves. It also delivers education to help people operate their wood-burning appliances efficiently.</p> <p>In the Skeena region, communities contributed between \$7,000 and \$15,000 to offer their residents extra incentives. In addition, permit fees for installation of new appliances were waived, and additional incentives were established in the form of bylaws requiring mandatory removal of old wood stoves.</p> <p>Also, the City of Duncan has put in place a bylaw whereby any property sold must have wood burning stoves removed if they are not CSA / EPA certified.</p> <p>Many communities also hold workshops on clean & safe operation of woodstoves.</p> <p>Note: assumes increased efficiency of burning, results in less wood being consumed, and has little impact on fossil fuels and GHGs (since wood-burning is considered low carbon).</p>
	<p>% Energy Savings Calculation: <i>(for wood fuel only)</i> = $(a*b)$</p> <p>a. % of wood-stoves changed as a result of the program b. Average % improvement in efficiency per stove</p> <p>Example: $(a*b) = (10\% * 40\%) = 4\%$ for wood fuel for existing homes</p>
3.7 Helping people source wood fuel (e.g. from community forest)	<p>Key Question: Do many residents struggle to source wood fuel for their stoves, at a reasonable price?</p> <p>Description: In some rural BC communities it can be difficult to source wood fuel for wood stoves, due to restrictions on the use of waste material from the forestry industry. A local government or local non-profit may be able to help people source wood fuel, e.g. if there is a community forest, and using the waste wood from its operations.</p>
	<p>% Energy Savings Calculation: <i>(all building energy types except wood fuel)</i></p> <p>a. % of people who use the cheaper sourced wood fuel b. % decrease in use of other energy types</p> <p>Example: $(a*b) = (5\% * 10\%) = 0.5\%$ for existing buildings</p>



4. Commercial / Institutional Buildings and Transportation

The following measures apply to the commercial / institutional sector. Note that there are likely other specific opportunities to engage this sector in specific communities.

Action	Description
4.1 Promote the free Business Energy Advisor assessments	<p>Key Question: Are there small and mid-sized businesses that are genuinely interested in conducting energy efficiency upgrades to help eliminate energy waste and improve profitability?</p> <p>Description: Thanks to FortisBC and BC Hydro, free energy efficiency assessments are available for small and mid-sized businesses through the Business Energy Advisor (BEA) program. A BEA can help you understand what your energy-efficiency opportunities are, and show you how to take advantage of rebates and programs. Assessments are focussed on businesses that are genuinely interested in making upgrades. Local governments can promote the BEA program through its channels, e.g. Chamber of Commerce, information with business licence renewals, local newsletter, and website.</p>
	<p>% Energy Savings Calculation: for commercial sector buildings= (a*b)</p> <p>a. % of commercial sector that take up the offer</p> <p>b. % improvement in building energy efficiency as a result of participating in the program</p> <p>Example: (a*b) = (10% * 15%) = 1.5% for existing commercial buildings</p>
4.2 Encourage biomass heating through education or leading by example	<p>Key Question: Is there a local or regional biomass supply that could be used for heating?</p> <p>Description: Buildings heating primarily with propane, heating oil, or in some cases electricity may have a strong financial case for conversion to automated forms of bioenergy such as wood pellet and woodchip. The reasons that some buildings may have not yet converted to wood pellet, despite the substantial cost savings in energy include knowledge and capital costs. Commercial buildings can be excellent candidates. Biomass heating can also have good potential for local economic development, through developing local wood fuel supply chains. Note that modern biomass heating systems are extremely clean burning.</p> <p>Local governments can encourage biomass heating through education or leading by example (biomass installations in local government buildings).</p> <p>Wood Waste 2 Rural Heat (www.woodwastetoruralheat.com) is an unbiased non-profit resource that local governments can draw upon for assistance. In addition, the Community Energy Association has written two comprehensive publications on biomass heating, which can be found here: http://communityenergy.bc.ca/?dln_download_category=heating</p> <p>Further calculations available in "Option 1B: Project Profile Efficient Building Retrofits and Fuel Switching" at the 'how' tab of www.toolkit.bc.ca/carbon-neutral-government.</p>

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Action	Description
	<p>% Emissions Savings Calculation = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of existing buildings that convert to biomass b. % of building GHG's associated with space heating c. % of heat load that biomass covers <p>Example: $(a*b*c) = (10\%*70\%*80\%) = 5.6\%$, for commercial buildings</p>
4.3 Convert local government owned streetlights to LED	<p>Key Question: This action is recommended unless there is a compelling reason not to implement.</p> <p>Description: Although this is a corporate action, it is very popular among local governments, and can also be very visible to a community, providing a good example of leading by example. It could help to encourage privately owned outdoor lights to convert to LED as well. Note that in most communities, a portion of streetlights are owned by the utility, and another portion are owned by the local government. At present, it is easier to change local government owned streetlights to LED than utility owned streetlights.</p>
	<p>% Emissions Savings Calculation = $(a*b)$ (electricity only)</p> <ul style="list-style-type: none"> a. % of community commercial electricity consumption associated with local government owned streetlights b. % of reduction in electricity consumption <p>Example: $(a*b) = (0.3\%*30\%) = 0.1\%$, for commercial electricity</p>



5. Light Duty Vehicle Transportation – Urban Form

Urban form including smart growth and street design offer the greatest single opportunity for many communities to reduce emissions.

Action	Description
5.1 Land use suite lite	<p>Key Question: Recommended for communities wherever politically practical.</p> <p>Description: Designate growth areas and set minimum lot sizes outside growth area; apply mixed-use zoning for downtown. This can preserve the rural character outside of downtown while enabling more residents to live in proximity to services. This can reduce transportation needs while developing areas that are most economically maintained by the local government (rather than sprawling infrastructure). Specific zoning is required for primary and secondary growth areas as well as areas outside the designated growth areas.</p> <p>Conservation covenants (such as through land trusts) may also be considered for agricultural lands or natural habitats.</p>
	<p>% Energy Savings Calculation: for Light Duty Vehicle sector= $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of community in downtown b. Degree to which the area in (a) exhibits the full implementation of supportive land use c. % reduction in transportation emissions (see Background section for guidance on emissions reduction potential) <p>Example: $(a*b*c) = (20\% * 20\% * 30\%) = 1.2\%$ for LDV sector</p>
5.2 Land use suite enhanced	<p>Key Question: Recommended for communities seeking significant GHG reductions</p> <p>Description: This measure extends 'Land use suite lite'. Beyond designating growth areas, urban containment boundaries could be established to further enforce where growth occurs. Also, the type of growth could be further defined through establishing zones for transit-oriented development or pedestrian-oriented development. An industrial/commercial land strategy may also be required to facilitate eco-industrial networking, transit provisioning and mobility.</p>
	<p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of community covered by program b. Degree to which the area in (a) exhibits the full implementation of supportive land use c. % reduction in transportation emissions (see Background section for guidance on emissions reduction potential) <p>Example: $(a*b*c) = (50\% * 25\% * 30\%) = 3.8\%$ for LDV</p>

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Action	Description
5.3 Street design	<p>Key Question: This action is recommended for all communities unless there is a reason why it should not be implemented.</p> <p>Description: Reconfigure streets to be 'living streets' / 'complete streets' - including formalizing hierarchy (pedestrian - bike - transit - truck - car). Typically this is a policy decision, followed by street reconfiguration as streets are regularly scheduled for resurfacing / reconstruction for pavement maintenance or installation of utilities. If new streets are required, design to support a grid pattern.</p> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of community covered by program b. Degree to which the area in (a) exhibits the full implementation of supportive land use c. % reduction in transportation emissions (see Background section for guidance on emissions reduction potential) <p>Example: $(a*b*c) = (5\% * 25\% * 30\%) = 0.4\%$ for LDV</p>
5.4 Implement 30 km/hr speed limit in parts of the community	<p>Key Question: Is a 30km/hr speed limit feasible in parts of the community?</p> <p>Description: A 30km/hr speed limit helps to make the community safer and more appealing for pedestrians and cyclists. It also improves accessibility around the community for people of all ages. Examples: Rossland, Wells, Summerland, Penticton</p> <p>% Energy Savings Calculation: for LDV sector= $(a*b*c)/d$</p> <ul style="list-style-type: none"> a. Number of walking/cycling trips per year b. % of trips that would have been by car c. average walking/cycling trip length d. Total LDV vehicle kilometers travelled (VKT) (estimation can be derived from CEEI data) <p>Example: $(a*b*c)/d = (36,500 * 20\% * 1.5) / 200,000,000 = 0.01\%$ LDV emissions</p>
5.5 Variable Development Cost Charges (DCC's) to encourage infill development	<p>Key Question: Is the community growing?</p> <p>Description: Some communities have flat DCC's, however real infrastructure costs can vary based on where a new building or development is located. Infrastructure costs for infill development (e.g. using existing roads and streetlights) may be much lower than for development in an outlying area. This could help encourage development near existing infrastructure, and discourage sprawl, reducing vehicle emissions.</p> <p>% Energy Savings Calculation: $(a*b*c)$</p> <ul style="list-style-type: none"> a. % new developments covered by policy b. % of those in (a) who locate closer to existing infrastructure c. Average % reduction in trip distances achieved <p>Example: $(a*b*c) = (100\% * 10\% * 25\%) = 2.5\%$ reduction in vehicle emissions</p>



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Action	Description
5.6 Flow RGS, OCP, and LAP through to zoning	<p>Key Question: Recommended for all communities.</p> <p>Description: It is important to flow climate and energy-related statements from the RGS or OCP through to local area / neighbourhood plans and zoning. Often good statements in the RGS/OCP just need to be implemented all the way through in a rigorous way.</p>
	<p>% Energy Savings Calculation: N/A – depends on OCP policies.</p>



6. Vehicle Transportation – Infrastructure & Collaboration

Action	Description
6.1 Active transportation planning	<p>Key Question: This action is recommended for all communities considering transportation demand management.</p> <p>Description: Active transportation planning processes can lead to future policy and infrastructure changes. A number of communities have researched, developed and planned active transportation initiatives through funding grants offered by the Built Environment and Active Transportation (BEAT) initiative of the BC Recreation and Parks Association (BCRPA) and UBCM. Many of these communities are small yet have started ambitious active transportation plans. Such programs can kick-start a transportation demand management (TDM) program for small or mid-size communities, especially those with little or no public transit.</p> <p>Calculation: N/A - this is a planning process which will not produce direct results itself, but may lead to projects that will produce savings.</p>
6.2 Improve active transportation infrastructure	<p>Key Question: Are there major trip destinations (commercial services, schools, hospital, employers, etc.) less than 3km from a significant number of residences for walking, and within 5-8km for cycling?</p> <p>Description: Local governments can easily promote walking. Walking is suitable for trips in small and mid-size communities where distances in town are short. Most people can walk a kilometre in 10 minutes and can walk for 30 minutes, or approximately 3 km, during good-weather months. It is reasonable to target distances of 3 km or less for the promotion of active transportation (if combined with strategies to change people's perception of the time and effort it takes to walk).</p> <p>Cycling is perhaps the fastest way to make a trip of less than 5 km. It is reasonable to target distances of 5 to 8 km for cycling in an active transportation strategy.</p> <p>Cyclists travelling 8 km or more value shower facilities at their final destination, and all cyclists value safe, secure storage for their bikes. These facilities can be installed at various sites of employment in a community, such as public institutions, businesses and regional district or municipal offices. A major barrier to increasing the number of cycling trips to workplaces is lack of secure bike lock-ups and change-room facilities. Requiring these basic facilities can be made part of the development process through a community's planning bylaw.</p> <p>Online tools and guidance to estimate the demand for bike routes is available. In BC, it is estimated that 2% of all trips are by bike as a default.</p> <p>Other important parameters include percentage of cyclists using the bike route that would otherwise have driven, and average bike trip length. Where locally-specific data are not available, the following benchmarks may be used:</p> <ul style="list-style-type: none"> • % of non-recreational cyclists who would have driven, if they were not cycling: 50%. • Average BC cycling commuter distance: 5km each way, 10km return trip.

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Action	Description
	<p>% Energy Savings Calculation: for LDV sector= $(a*b*c)/d$</p> <ul style="list-style-type: none"> a. Number of active transportation trips/year b. % of trips that would have been by car c. average trip length d. Total LDV vehicle kilometers travelled (VKT) (estimation can be derived from CEEI data) <p>Example: $(a*b*c)/d = (36,500 * 25\% * 4) / 200,000,000 = 0.02\%$ LDV emissions</p>
6.3 Anti-idling campaign / bylaw	<p>Key Question: Do a significant number of people idle vehicles in the community?</p> <p>Description: Natural Resources Canada has the position that idling for over 10 seconds uses more fuel, costs more money, and produces more CO₂ emissions than restarting your engine. There can also be substantial air quality savings.</p> <p>Many communities in BC have bylaws in place that prohibit idling at certain times of the year in certain places. Good places to target may be at schools and nurseries, in order to help protect the health of children. Outside the municipal office can also help to set a good example, and can be an easy place to enforce.</p> <p>Northern Rockies Regional Municipality has an innovative approach, using a carrot rather than a stick to encourage people not to idle. The municipality runs a campaign called "Idle-less October" in Fort Nelson, with sweet treats left on the windshields of non-idling vehicles and labels saying "Thank you for not idling!".</p>
	<p>% Energy Savings Calculation: for LDV sector = $(a*b)$</p> <ul style="list-style-type: none"> a. Estimated LDV fuel consumption from idling b. Estimated reduction from anti-idling activities <p>Example: $(a*b) = (1\% * 10\%) = 0.1\%$ LDV emissions</p>
	<p>% Energy Savings Calculation: for LDV sector = $(a*b*c)/d$</p> <ul style="list-style-type: none"> c. Number of cycling trips/year d. % of trips that would have been by car e. average cycling trip length f. Total LDV vehicle kilometers travelled <p>Example: $(a*b*c)/d = (36,500 * 30\% * 5) / 200,000,000 = 0.03\%$ LDV emissions</p> <p>This calculation methodology is only relevant where bicycle facilities are constructed on commuter routes, or to other major destinations to which people travel by car. Recreational bike paths will not lead to a reduction in emissions, and may even lead to an increase in emissions, since people may drive to them.</p>



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Action	Description
6.4 Special event planning	<p>Key Question: Are large special events planned?</p> <p>Description: Local governments often promote transit for transportation to major community or sporting events in their area. There are direct benefits to having people try alternative modes of transportation during large events. Experience has shown that people will be more likely (at worst, less reluctant) to use transit after having a good experience at a special event. This was the case in Victoria in 1994 when a 12-day major sporting event saw record modal splits for transit (50% and up), which set the stage for an impressive five-year growth in ridership.</p> <hr/> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of LDV travel associated with travel to/from event b. % of travel population in (b) affected by action c. Average % reduction in vehicle kilometers travelled by population in (c) <p>Example: $(a*b*c) = (1\% * 20\% * 10\%) = 0.002\%$ LDV sector</p>
6.5 Collaborate with major employers on work-related transportation	<p>Key Question: Is there a major employer(s) in the community?</p> <p>Description: Collaboration with major employers such as industries, schools and hospitals can uncover opportunities to reduce commuting-related transportation emissions.</p> <p>UVic achieved a 27% reduction in campus parking during a 30% growth in student population and major new building activity in the past 16 years. Single-occupant vehicle traffic to campus plunged from 58% in 1992 to 37.5% in 2008, while parking rates soared from minimally priced to market-rate priced.</p> <hr/> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of LDV travel associated with travel to/from employer/institution b. % of travel population in (a) affected by action c. Average % reduction in vehicle kilometers travelled by population in (b) <p>Example: $(a*b*c) = (10\% * 50\% * 20\%) = 1.0\%$ LDV emissions</p>



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Action	Description
6.6 Transit suite	<p>Key Question: Are there major trip destinations beyond 8km that are not sufficiently served by transit?</p> <p>Description: There are 82 transit systems serving 50 communities in BC. Three types of transit service are operated through BC Transit: conventional transit, paratransit and custom transit.</p> <ul style="list-style-type: none"> • Conventional transit serves the general population using mid-size, large or double-decker buses with fixed routes and fixed schedules. Most buses are fully wheelchair accessible, with door ramps that lower. • Paratransit offers small-town, rural and suburban areas flexible routing and schedules for passengers using minibuses, taxis and vans. Many paratransit systems offer trips beyond their immediate community one or more days a week. • Custom transit serves those who cannot use conventional transit because of a disability. It operates vans and minibuses for dial-a-ride, door-to-door handyDART service. Service is also offered through contracted Taxi Supplement and Taxi Saver (discounted coupon) programs. <p>Many factors affect transit deployment, key ones being residential density and form.</p> <p>% Energy Savings Calculation: for LDV sector = (a*b)</p> <p>a. % of population affected by transit measures (within approx. 400 meters of stops)</p> <p>b. Average % reduction in vehicle kilometers traveled for population in (b)</p> <p>Example: = (20% * 5%) = 1% LDV emissions</p>
6.7 Intercommunity transit services	<p>Key Question: Is there significant inter-community travel?</p> <p>Description: While trips between BC communities have typically relied on the private automobile, there are publicly funded transportation links between many communities, some covering distances of several hundred kilometres. These transportation links are usually established for a specific purpose and are not well known or publicized. The transit link between Vernon and UBC Okanagan in Kelowna is a key example, providing a long-distance transit link from one community to a post-secondary institution in another community. This practice is not common in small or mid-size communities and could be more widely implemented.</p> <p>Health Connections is a provincially funded program to address regional travel needs for rural residents who must travel long distances to access specialized nonemergency medical services. Regional health authorities have full discretion in how they seek to deliver this service. Service restrictions vary region to region, but many include intercommunity bus services.</p> <p>The Interior Health Authority provided an estimated 25,000 rides in 2008, with 35% of trips being medical in nature. Within the 200,000-square-kilometre Interior health region, encompassing the East Kootenay, Kootenay-Boundary, Okanagan and Thompson Cariboo Shuswap areas, these trips are a largely untapped resource for the area's 700,000-plus residents. Few people know about this service because it is not well advertised outside of doctors' offices and the medical community. Promoting these services is an opportunity for local governments.</p>



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Action	Description
	<p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of population affected by inter-community transit b. % of VKT related to inter-community travel c. % of LDV trips avoided <p>Example: = $(60\% * 10\% * 10\%) = 0.6\%$ LDV emissions</p>
6.8 Support car share cooperatives	<p>Key Question: Is there a sizeable population within walking distance of a potential shared vehicle?</p> <p>Description: Car cooperatives help people to become single car families, or even live in a community without owning a vehicle. This in turn can help to reduce the number of vehicle trips taken. Local governments can support car co-ops by providing them with free parking, and also enacting bylaws reducing the parking requirement for residential developments near a car share co-op space. Examples: Kootenay Carshare Coop, Okanagan Carshare Coop, Modo (Vancouver).</p> <hr/> <p>% Energy Savings Calculation: for LDV sector = $(a*b*c)$</p> <ul style="list-style-type: none"> a. % of population near potential car share co-op space b. % of (a) that would use the service c. % reduction in their LDV trips <p>Example: = $(50\% * 5\% * 10\%) = 0.3\%$ LDV emissions</p>
6.9 Raising awareness of ride sharing and guaranteed ride home programs	<p>Key Question: Are there major trip destinations beyond 8km that are not sufficiently served by transit?</p> <p>Description: Carpooling is a simple way for local governments to begin TDM while saving money, reducing congestion and conserving energy along the way.</p> <p>Founders of the Kootenay Carshare Coop set up a ride-sharing system for longer-distance intercommunity travel where rides could be offered or sought for travel between communities. This ride-matching service is now run by the Kootenay Rideshare and is undergoing expansion; details can be found at www.kootenayrideshare.com.</p> <p>"With car sharing as a choice, Car Co-op members drive much less (1400 km/year) than the average driver (6000-24,000 km/year) in the Lower Mainland." Source: Cooperative Auto Network. (75%-94% reduction but much of this cannot be directly attributed to a coop.)</p> <p>Other ride sharing services exist, including Hitch Planet, Jack Bell, and people posting messages on websites such as Kijiji.</p> <p>Local governments can promote these services.</p> <hr/> <p>% Energy Savings Calculation: for LDV sector= $(a*b)$</p> <ul style="list-style-type: none"> a. % of population affected by ride-share b. Average % reduction in vehicle kilometers traveled for population in (b) <p>Example: = $(10\% * 10\%) = 1\%$ LDV emissions</p>



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Action	Description
6.10 Low carbon and electric vehicle fuelling / charging stations	<p>Key Question: Can adequate resources be allocated to implement these recommended actions?</p> <p>Description: Low carbon and electric vehicles can play a significant role in reducing emissions from light duty (passenger) vehicles. Local governments can play an enabling role in this transition. Measurement may be difficult, but without this suite or a similar one, the local transition to low carbon and electric vehicles may be delayed by many years.</p> <p>Battery electric vehicles may be appropriate in some communities, with current models that travel on highways and can travel for over 100km. In other areas, plug-in-electric-hybrids (PHEV) may be a more practical option. With PHEVs, most travel within the community can be done on electricity and the gasoline engine can provide power to the batteries for extended highway driving. Some models have an option to heat the cabin up before unplugging.</p> <p>There are several specific actions all local governments can take to prepare for low carbon and electric vehicles.</p> <ul style="list-style-type: none"> • Sign on to provincial 'EV-Ready' bylaw if & when it is available. Analysis indicates 80% of charging will be done at home. • Include EV charging infrastructure in sustainability guidelines • Ensure permitting processes (for renovations particularly) are set up to smoothly address electric vehicle charging infrastructure • Consider low carbon vehicles (see action 4.3) and electric vehicles for the local government fleet to demonstrate the viability of the technology • Set up charging stations at highly visible locations, preferably where there are many amenities (e.g. downtown) <p>For higher growth communities, a requirement for alternative fuelling could be established for new gas stations. Surrey City Council passed an innovative new fuel initiative. All new service stations in Surrey will be required to provide at least one alternative fuel source, such as hydrogen, compressed natural gas, or electric vehicle recharging, in addition to conventional gasoline, diesel and propane energy.</p> <p>% Emissions Savings Calculation: N/A – unqualifiable at this time, however given national and international projections, with supportive measures as outlined above, electric vehicles (split between PHEV and battery electric vehicles) could comprise up to 2% of passenger vehicles on the road by 2020.</p>
6.11 Electric vehicle & e-bike awareness event	<p>Key Question: Are there electric vehicles in or near the local community, e.g. being sold by local businesses?</p> <p>Description: Public curiosity on electric vehicles can be very high. A recent event in Kelowna run by a volunteer organization attracted approximately 100 people. Many people are unfamiliar with electric vehicles, electric scooters, and electric bikes, and could benefit from learning more about them and how they could be applied to their life. Electric vehicles have much cheaper running costs than conventional gasoline vehicles, and can help people save money.</p> <p>% Emissions Savings Calculation: N/A – unqualifiable at this time</p>



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Action	Description
6.12 Natural Gas Vehicle Collaboration	<p>Key Question: Are there heavy-duty fleets that could refuel where local government fleets refuel?</p> <p>Description: Gasoline and diesel have approximately 140% of the emissions per unit of energy as natural gas. Natural gas refuelling stations need a critical mass of return-to-base heavy duty vehicles (often ten or more) to be viable. The local government may have some fleet vehicles that could be converted to natural gas from diesel to meet its carbon-neutral operations commitments. Collaborating with other local return-to-base fleets (such as BC Transit, school board, waste haulers, and commercial operators) could provide the critical mass to make a refuelling station viable. This can lower the emissions from all of the participating entities. Example: BC Transit buses in Kamloops and Nanaimo, and School District 23 (Central Okanagan) school buses.</p> <p>Further calculations available in "Option 1A: Project Profile Low Emissions Vehicles" at the 'how' tab of www.toolkit.bc.ca/carbon-neutral-government.</p> <p>% Energy Savings Calculation = $(a/b)*c$, where:</p> <ul style="list-style-type: none"> a. Number of heavy duty vehicle-kilometers traveled from vehicles converting to natural gas b. Total number of heavy duty vehicle-kilometers traveled c. % difference in emissions from original configuration to natural gas configuration (efficiency and carbon intensity) <p>Example: $(a/b)*c = (10,000/100,000) * 30\% = 3\%$ of emissions from existing heavy duty commercial vehicles</p>



7. Waste

Action	Description
7.1 Organics diversion	<p>Key Question: Is a significant amount of organics going to landfill that could be economically diverted?</p> <p>Description: GHG emissions from landfills are primarily from the decomposition of buried organics. Create a comprehensive composting program:</p> <ul style="list-style-type: none"> • Encourage grass swapping and back-yard composting. • Create a public compost pick-up site and program. • Support existing and new capacity for reusable resources, including Free Swaps, Share Sheds, free-store for unwanted goods, and building materials depot. <p>Organics make up approximately 43 percent of solid waste in Metro Vancouver according to the Recycling Council of BC, which also states that on average, each British Columbian generates over 600 kilograms of waste annually. By diverting organics, each of us has the opportunity to remove approximately 200 kilograms from the solid waste stream every year. Much of this "waste" can be turned into valuable compost that can be used on gardens and landscaping. Example: City of Kelowna landfill producing GlenGrow and OgoGrow.</p> <p>Further calculations available in "Option 1D: Project Profile Household Organic Waste Composting" at the 'how' tab of www.toolkit.bc.ca/carbon-neutral-government</p>
	<p>% Energy Savings Calculation for municipal solid waste sector: $= (a - c) * b$</p> <p>a. % of landfill GHG's from organics b. % of organics diverted annually c. Average % of emissions over planning period (to 2050?) from organics currently in landfill under BAU scenario</p> <p>Example: $(a - c) * b = (80\% - 25\%) * 10\% = 35\%$ waste emissions</p>
7.2 Encourage water conservation	<p>Key Question: Could the community benefit if water consumption was reduced?</p> <p>Description: Many BC communities could benefit if water consumption was reduced. Reduced water consumption could reduce City operations costs (including energy costs) for treatment and pumping. Growing communities can defer the need for new capital investment. And communities in water challenged areas can greatly benefit through ensuring water supplies are more secure.</p> <p>Communities can encourage water conservation through many means, including restrictions on garden watering in summer, public education, water metering, and providing rebates. Regarding rebates, communities can partner with utilities in order to reduce the purchase cost of energy and water efficient appliances in their communities.</p> <p>Example: over a few years, the City of Fort St John ran a highly successful toilet rebate program, managing to exchange over 3,500 old toilets, saving 87 million litres of water over 2009. The City said this deferred the need for reservoir expansions, and saved millions of dollars.</p>

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Action	Description
	<p>% Emissions Savings Calculation = (a*b) (electricity only)</p> <p>a. % of community commercial electricity consumption associated with water and wastewater treatment and pumping (8% for Cache Creek, 6% for Lumby)</p> <p>b. % of reduction in electricity consumption</p> <p>Example: $(a*b) = (7\%*10\%) = 0.7\%$, for commercial electricity</p>
7.3 Support local food production, e.g. farmers markets, community gardens, community greenhouse	<p>Key Question: Is there local interest in growing your own food, and is it feasible locally?</p> <p>Description: Many communities support local food production through farmers markets and community gardens. Some go further and have edible landscaping, or support community greenhouses. This reduces trips required to go to the grocery store, and "food miles" i.e. the number of miles food must travel to get from the producer to the plate. There can also be economic benefits by keeping food dollars local and not exporting them.</p> <p>Examples: community greenhouse in Invermere, food forest at a Regional District of Central Okanagan park.</p>
	<p>% Emissions Savings Calculation: N/A – unqualifiable at this time. Will vary between communities.</p>



8. Enabling Actions

Action	Description
8.1 Review land use & transportation plans / policies for SCEEP incorporation	<p>Key Question: Recommended for all communities.</p> <p>Description: It can be necessary or helpful to review land use & transportation plans / policies to ensure that the SCEEP is incorporated. This can help to ensure that the SCEEP is embedded into the local government's processes, and will not be forgotten.</p>
	<p>Calculation: This enabling action does not have direct impacts itself, however it may help achieve results from other actions.</p>
8.2 Organizational structure for climate action	<p>Key Questions: Are there questions about who is accountable within council / board as well as within staff for climate action? Can there be benefits from establishing a committee, or incorporating into an existing committee?</p> <p>Description: Climate action crosses all departments and levels within a local government. Establishing decision-making, communication, accountability, and resourcing structures that are appropriate for the size and culture of the local government has repeatedly been proven to be critical to implementing actions in a cost-effective manner and achieving results. Taking time up-front to establish such structures is a worthwhile investment in setting implementation up for success. Key questions to answer include:</p> <ul style="list-style-type: none"> • Who makes which decisions regarding climate action? • Who is expected to do what and how are they held accountable? • What new / different communication / planning is required (sewer or road work and district energy)? • What organizational structure changes are required to operationalize this? (Council climate committee? cross-departmental working group? updated job descriptions / resource allocation to include climate action? new positions? ...) • How will capital, operating and human resource elements of the SCEEP be funded?
	<p>Calculation: This enabling action does not have direct impacts itself, however it may be critical to achieving results from other actions.</p>
8.3 Establish a regional energy cooperative	<p>Key Question: Is there strong interest in clean energy in the community?</p> <p>Description: Energy cooperatives are companies owned by their members, rather than by shareholders, with each member having an equal vote. Community energy cooperatives have provided an important vehicle for development of local renewable energy in Denmark, the Netherlands and Germany. In Germany, 200,000 people own shares in local wind turbines. City of Dawson Creek played an important role in establishment of the Peace Energy Cooperative, providing advice and other forms of non-financial support.</p>
	<p>Calculation: Impacts from this enabling action will be dependent on actions and investments of the co-op. This can provide funding and a sense of community and buy-in to climate actions.</p>

Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Action	Description												
8.4 Identify green economy opportunities	<p>Key Question: This enabling action is recommended to all local governments who want to achieve economic development / diversification benefits from climate action.</p> <p>Description: British Columbians pay on average \$4200 per person annually for energy in their communities (i.e. electricity, natural gas and transportation fuels), not including energy consumed by industry, airlines, ferries, etc. For most communities, 70-80% of money spent on energy leaves town, going to utilities, oil companies, and provincial and federal taxes. Local clean energy development and energy efficiency can be drivers of economic diversification in rural BC, presenting opportunities for communities to transition to a green economy, thereby generating long-term economic and community development benefits. A “green economy” is characterized by low carbon (with renewable energies replacing fossil fuels), low resource depletion and low environmental degradation.</p> <p>A guide to achieving economic development potential of climate action is <i>Clean Energy for a Green Economy</i> available at http://communityenergy.bc.ca/?dml_download_category=economics</p>												
	<p>Calculation: This enabling action will assist in moving other actions forward.</p>												
8.5 Leverage local government assets to create expertise and community-wide change	<p>Key Question: Are actions being taken in local government (LG) operations that could be leveraged to support community-wide action?</p> <p>Description:</p> <table><tr><th></th><th>LG Action</th><th>Community Opportunities</th></tr><tr><td rowspan="2">Buildings</td><td><ul style="list-style-type: none">- District energy systems- Building energy efficiency retrofits- New green buildings</td><td><p>Awareness: Increasing public awareness of clean energy and conservation, leading to a greater willingness to explore clean energy and conservation, particularly if corporate actions are deployed in a way to maximize public visibility.</p><p>Association: Visible actions that others are implementing clean energy and conservation.</p><p>Action: Local governments across BC are exploring district energy systems with their own buildings as the first buildings that provide critical mass for the system. Many local governments are also connecting public sector organizations in BC which all have carbon neutral commitments. These systems then extend to the surrounding community.</p></td></tr><tr><td>Fleet</td><td><ul style="list-style-type: none">- Biofuels- Hybrids / EV's</td><td><p>Agency: Improved access to fuels and mechanics who can service biofuel, hybrid, or electric vehicles.</p></td></tr><tr><td>Other</td><td><ul style="list-style-type: none">- Carbon neutral actions</td><td><p>Awareness and Association: Provides local government leaders (staff and elected officials) an opportunity to gain knowledge of clean energy and conservation so they can more confidently demonstrate community leadership by implementing them where appropriate in their own business or residence.</p></td></tr></table>		LG Action	Community Opportunities	Buildings	<ul style="list-style-type: none">- District energy systems- Building energy efficiency retrofits- New green buildings	<p>Awareness: Increasing public awareness of clean energy and conservation, leading to a greater willingness to explore clean energy and conservation, particularly if corporate actions are deployed in a way to maximize public visibility.</p> <p>Association: Visible actions that others are implementing clean energy and conservation.</p> <p>Action: Local governments across BC are exploring district energy systems with their own buildings as the first buildings that provide critical mass for the system. Many local governments are also connecting public sector organizations in BC which all have carbon neutral commitments. These systems then extend to the surrounding community.</p>	Fleet	<ul style="list-style-type: none">- Biofuels- Hybrids / EV's	<p>Agency: Improved access to fuels and mechanics who can service biofuel, hybrid, or electric vehicles.</p>	Other	<ul style="list-style-type: none">- Carbon neutral actions	<p>Awareness and Association: Provides local government leaders (staff and elected officials) an opportunity to gain knowledge of clean energy and conservation so they can more confidently demonstrate community leadership by implementing them where appropriate in their own business or residence.</p>
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Other	<ul style="list-style-type: none">- Carbon neutral actions	<p>Awareness and Association: Provides local government leaders (staff and elected officials) an opportunity to gain knowledge of clean energy and conservation so they can more confidently demonstrate community leadership by implementing them where appropriate in their own business or residence.</p>											
	<p>Calculation: Impacts of these enabling actions are highly dependent on specific actions planned for local government operations.</p>												

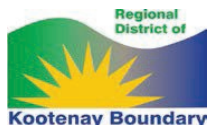


Kootenay Boundary Strategic Community Energy and Emissions Plan - DRAFT

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Action	Description
8.6 Long-term, deep community engagement (culture change)	<p>Key Question: Do the other actions identified fall short of the desired change?</p> <p>Description: Overall, the purpose of social mobilization for British Columbia climate action is to:</p> <ol style="list-style-type: none"> 1. Engage residents in developing and implementing climate solutions through collective, 'bottom-up', informal, organizational and institutional initiatives. 2. Change collective behaviour to reduce carbon footprints. 3. Build public support for (and contributions to) low-carbon climate policies and actions focused on the green economy, ecological resilience and sustainable communities, in order to achieve GHG targets, short- and long-term, as well as other provincial climate change goals. 4. Build capacity and resilience to plan and respond to climate change adaptation and mitigation. <p>Active mechanisms can be established to pilot, replicate and monitor successful social engagement techniques, such as the Columbia Basin Community Adaptation program, and the UK Rural Community Councils community-led planning, which writes:</p> <p><i>People need ... information, a realistic assessment of the threat or diagnosis, a sense of personal control over their circumstances, a clear goal, an understanding of the strategies to reach that goal, a sense of support, and frequent feedback that allows them to see that they are moving in the right direction.</i></p> <p>A recent study found that reasonably achievable emissions reductions are approximately 20% in the US household sector in 10 years, if "most effective non-regulatory interventions are used," such as incentives and social marking (Dietz, T., Gardner, G. T., Gilligan, J., Stern, P. C., Vandenberg, M. P.: Household actions can provide a behavioural wedge to rapidly reduce U.S. carbon emissions, in <i>Proceedings of the National Academy of Sciences</i>, 106: 44, 18452-18456, 2009).</p> <p>Calculation: Impacts can be substantial but are highly dependent on the specific program implemented.</p>





Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

Name of Organization	Regional District of Kootenay Boundary & Boundary Economic Development Committee		
Address	843 Rossland Avenue, Trail, BC V1R 4S8		
Phone No.	250.368.9148	Fax No.	
Email Address	ddean@rdkb.com		

Director(s) in Support
Of Project

Area

Amount Required

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☐ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

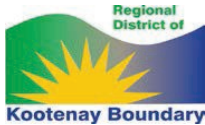
Do you have the land owner's written approval to complete the works on the land(s)?

- ☐ Yes (include copies of permits)
- ☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
not applicable	

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Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

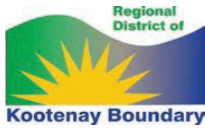


Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

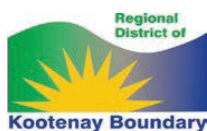
1. Eligible Project Description including timeline:

Please see attached.



1.1 Project Impact:

It is anticipated impact on Boundary Area communities is a shift towards self-reliance for food production (where possible) that everyone in the community can access. Another impact will be a greater sense of community and security regarding food.



1.2 Project Outcomes:

Anticipated outcomes of the project include but are not limited to:

- over time policy direction in local governments planning bylaws will encourage and support food production on ALR lands
- creation of an awareness and appreciation in the Boundary communities regarding opportunities for local food production and availability of local foods
- identification of strategies that may be used in the Boundary Area to make the area more food secure
- over time the outreach and education regarding food will contribute towards a healthier population, and reduced pressures on health care services

The creation of a agriculture and food report card system will help measure the project outcomes. The plan is to create a report card in Year 2 of the project with Year 2 becoming the base line year.

1.3 Project Team and Qualifications:

RDKB Planning and Development Department staff, BEDC staff, and a consultant(s) to be chosen once funding has been secured. The funding will be used for consultants.

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
Consulting	A consultant or consultants will be hired to carry out the project.	\$23,107
	Total	\$

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

Additional Budget Information

Please see attached.

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
Signed by Donna Dean	Donna Dean	July 14, 2016

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.

1. Eligible Project Description including timeline:

This application for \$23,107 is for Year 1 of a 3-Year project. The main objective of Year 1 is to engage Boundary Area residents in a discussion regarding agriculture and food, and to create Version 2.0 of the Boundary Area Agricultural Plan (the Plan).

The project would be considered: "Capacity building – includes investments related to strengthening the ability of Local Governments to develop long-term planning practices" as described in the document 'Introducing the Renewed Federal Gas Tax Agreement in British Columbia, May 2014'.

The project has received funds from both the Investment Agriculture Foundation of British Columbia (IAF) (\$15,150) and Interior Health's Community Food Action Initiative (CFAI) (\$15,000) for Year 1.

Tasks to be completed in Year 1 include:

- Creation of a Boundary Agricultural and Food Advisory Group including the terms of reference
- Organize a tour for the Advisory Group as early in the process as possible to visit local food producers and sample local food
- Update the current Plan with the most recent stats Canada data
- Include an update of the policy changes that have taken place since the Plan was completed in 2011
- Conduct a mail out survey of all or a random subset of Boundary residents regarding what food security means to them and how the region may achieve food security
- Conduct facilitated 'kitchen table' discussions with targeted groups of residents involved in food production and distribution – e.g. Westbridge, Bridesville, Rock Creek, Midway, Greenwood, Grand Forks, Christina Lake. Target by location and/or interests of stakeholders
- Conduct individual stakeholder interviews.
- Identify, using the agricultural land use inventory data, and current BC Assessment Data, ALR land that is not being used for agriculture, and potential agricultural activities for those lands
- Include discussion regarding water use and the water model that was developed for the Kettle River Watershed; impact of climate change
- Update strategies to support and encourage agricultural activities in the Boundary using the information gathered from the survey and 'kitchen table' discussions
- Update section 5 (social Capital) of the Plan with information available at the time of creation of Version 2.0

- Answer the question of whether there is sufficient land base to feed the Boundary population (including, wheat, meat, and fruits and vegetables)
- Have a presence at public gatherings where food is a focus e.g. farmers markets, fall fairs to raise awareness about the project?
- Fill in Appendix F of the Plan, which is currently blank. Prioritization of Policy, recommendations, responsible parties, and time lines.
- Identify maps to be included as part of Appendix H
- Creation of a local food charter, and a vision for agriculture and food in the area
- Draft an annual report for RDKB Gas tax and IH

Additional Budget Information

The \$23,107 is proposed to be split between Electoral Areas: 'C'/Christina Lake, 'D'/Rural Grand Forks, and 'E'/West Boundary on a percentage bases, derived from a combination of population (2011 census) and area of ALR land within the Electoral Areas. The funds would be allocated as follows:

Area 'C': 7.1% - \$2,129.72

Area 'D': 22.4% - \$6,744.17

Area 'E': 47.2% - \$14,233.17

Ideally the matching funds that this gas tax application would be \$30,150, thus matching the combination of Investment Agriculture Funds (\$15,150) and Interior Health's contribution of \$15,000. However, the Electoral Area Directors (Areas 'C', 'D', and 'E') have given direction to calculate their contribution assuming that the same formula would be applied to the municipalities of Midway, Greenwood and Grand Forks.

Those funds, if supported by the municipalities, would be:

Midway: 3.5% - \$1,048.75

Greenwood: 3.0% - \$895.77

Grand Forks: 16.9% - \$5,097.00

If funds are not provided by the municipalities, the project would still go on, but with \$7,042 less funds available for consultants. The project would still include the municipalities because it is not possible to compartmentalize the communities in the Boundary regarding agriculture and food. The reduction in funds for the project would not jeopardize the project going ahead.

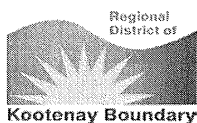
Alternatively, should the three Electoral Areas decide to fund the full \$30,150 of the funding on their own the break down would be as follows:

Area 'C': 7.1% - \$3,578.49

Area 'D': 22.4% - \$10,095.21

Area 'E': 47.2% - \$16,476.30

	C	D	E	Grand Forks	Greenwood	Midway	Total	Gas Tax - Year 1
Population (2011 census)	1391	3187	1970	3985	708	674	11915	\$30,150
Land Area (km2)	530	2119	4293	10.43	2.4	12	6966.83	
ALR Land (km2)	12	88	381	1.81	0	6.36	489.17	
Proportion based on Population	11.7	26.7	16.5	33.4	5.9	5.7	100.0	
Proportion based on ALR	2.5	18.0	77.9	0.4	0.0	1.3	100.0	
Proportion based on Combined	7.1	22.4	47.2	16.9	3.0	3.5	100.0	
Cost based on Combined	\$2,129.72	\$6,744.17	\$14,233.94	\$5,097.65	\$895.77	\$1,048.75	\$30,150.00	
			\$23,107.83				\$7,042.17	\$30,150.00



Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

Name of Organization	Grand Forks & District Recreation RDKB		
Address	2020 Central Ave, PO Box 1486		
Phone No.	250-442-2202	Fax No.	250-442-2878
Email Address	tsprado@rdkb.com		

Director(s) in Support
Of Project

Area

Amount Required

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☒ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

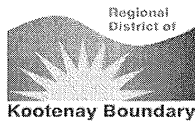
Do you have the land owner's written approval to complete the works on the land(s)?

- ☐ Yes (include copies of permits)
- ☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
RDKB	7231 - 19th St Grand Forks, BC

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



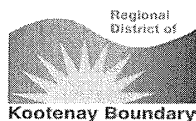
Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

1. Eligible Project Description including timeline:

The primary objective of this project is for the supply and installation of new LED light fixtures to illuminate the natatorium of the Aquatic Centre.
The new LED lights will replace the 11 - 1987 400 watt metal halide lights.

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1.1 Project Impact:

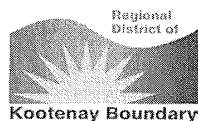
Under section 11(2)(a) of the BC Pool Regulations, lighting must be sufficient to illuminate all portions of the pool to ensure all areas are visible to patrons, the operator and the lifeguards. In addition to the BC Pool Regulation, there are lighting requirements in the Occupational Health and Safety Regulations (section 4.64 to 4.69) and where applicable, the 2012 BC Building Code (section 3.2.7: Lighting and Emergency Power systems).

BC Pool Regulations require that lighting whether natural or artificial should:

*Supply and maintain at least 161 lux (15 ft candles) of illumination at all points 30 inches above the water surface.

We are currently operating at 129 lux (12 ft candles).

The project with LED lights will double the illumination to an average of 260 lux (24 ft candles).



1.2 Project Outcomes:

The power saving will be achieved in power consumption and maintenance costs.

One LED fixture is using 185 watts

One existing (366 watt metal halide light bulb + 58 watts for ballast) is using 424 watts.

The power savings is approximately 57% in using LED lights @ 185 watts per fixture.

The average life of an LED light is 110,000 hrs.

The average life of the current metal halide light is 8000 hrs.

The standard limited warrant on the LED on light fixtures is five years.

Therefore, our maintenance costs will be lower.

1.3 Project Team and Qualifications:

Tom Sprado, Manager of Facilities & Recreation RDKB Grand Forks & District Recreation
and
Contractor - Cascade Pro Electric Inc. (Facility Electrical Operating Permit holder)

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
11	LED Fixtures \$885 each	\$9735.00
11	Fortis Rebate \$90 each fixture	(\$990.00)
	Misc Connectors	\$66.00
	Subtotal	\$8811.00
	PST 7%	\$616.77
	Labour	\$1300.00
	Total	\$10728.00
	Please see attached quotes for supply & supply/install	
	Total	\$

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Additional Budget Information

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3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

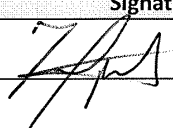
Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
	Tom Spradue	April 7/16

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



Cascade Pro Electric Inc.
7770 GN Road Grand Forks BC V0H 1H2
250-442-7573
greg@cascadepro.ca

Quote 16-027

April 4th 2016

Grand Forks and District Aquatic Center Lighting Upgrade

Attn: Tom Sprado / Marq Kovaks

Supply and installation of Eleven new replacement LED Hi-Bay fixtures above the pool surface.

Option #1

Holophane Vantage 18L-5K-34-M-CDY-4 188W IP66 LED Fixture

Fixture Price : \$992.57 ea x 11 Units = \$10918.27 – (\$990.00 Fortis Rebate)
Misc Connectors, Marrettes
Labour

\$9928.27
\$66.00
\$1300.00

Total Cost Option #1

\$11294.27 plus GST

Option #2

Lumalex Lightsource-R LED Hi-Bay 185W IP66 Fixture

Fixture Price : \$884.80 ea x 11 Units = \$9732.80 – (\$990.00 Fortis Rebate)
Misc Connectors, Marrettes
Labour

\$8742.80
\$66.00
\$1300.00

Total Cost Option #2

\$10108.80 plus GST

Option #3

Labour Only
Misc Connectors, Marrettes

\$1300.00
\$66.00

Total Cost Option #3

\$1366.00 plus GST

Notes:

- All electrical work will meet or exceed the current British Columbia Electrical Code.
- Price includes supply of all wiring, boxes and fasteners as listed above.
- Timeframe for completion: _____

For the Contractor:

For the Client:

_____, 2016



QUOTATION

WESCO DISTRIBUTION CANADA, INC.
2328 6th Ave, Castlegar, B.C., V1N 3L1
PH. (250) 365-0545 FX. (250) 365-0969

TO: R.D.C.K.		DATE: 03/08/16			
ATTN: Tom Sprado		REFERENCE: G.F.Pool			
WESCO QUOTE:					
ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	U/M	TOTAL
1	11	Holophane Vantage 18L 5K- 34-M-CDY-4 188 watt 1P66 Rated 15psi hosedown, 18256 lumens	\$933.34	ea	\$10,266.74
2	11	Eco Fee @ \$.15 each	\$0.15	ea	\$1.65
3	11	Fortis B.C. REBATE @\$90.00 per fixture	\$90.00	ea	-\$990.00
		$\$10,266.74 + 1.65 = \10268.39 x12% = \$11,500.60 - \$990.00 Total package with taxes , eco fees, and rebates deducted \$10510.60			
Delivery		TERMS/CONDITIONS net 30	TAXES extra	FOB xworks	FREIGHT

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND RESULTING PURCHASE ORDER WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT LINK BELOW, AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS QUOTE IF YOU REQUIRE A PRINTED COPY.

PER: Michael Oliver

PAGE 1 OF 1

[A TERMS AND CONDITIONS OF SALE.PDF](#)

Lumalex Canada Inc
205 - 513 Dawson Ave
Penticton, BC V2A 6S5

Estimate

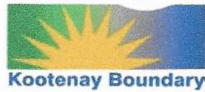
Date	Estimate #
2016-04-07	8

Name / Address
Grand Forks Recreation Dept. Attn:Tom Sprado Box 1486 Grand Forks, B.C. V0H 1H0

Project

Description	Qty	Rate	Total
155w Hi Bay 5700K, clear acrylic, Standard Optic, 100 - 277v GST on sales	11	830.00 5.00%	9,130.00 456.50
Total			\$9,586.50

GST/HST No. 796933299



Federal/Provincial Gas Tax Funding Application

Application Date July 18, 2016

Project Title New Surface for TCT at Westend Station

Applicant Contact Information:

Name of Organization	Grand Forks Community Trails Society		
Address	9125 North Fork Road, Grand Forks, BC		
Phone No.	250 666 1262	Fax No.	
Email Address	chris.moslin@gmail.com		

Director(s) in Support
Of Project Roly Russell

Area D

Amount Required \$ 25,000

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☐ The applicant is the owner of the property
☒ The property is Crown Land. Tenure/license number REC 31979

Do you have the land owner's written approval to complete the works on the land(s)?

- ☒ Yes (include copies of permits) see email from Tennessee Trent
☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)
Province of BC	Trans Canada Trail

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
 Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
 Email: admin@rdkh.com · web: rdkh.com



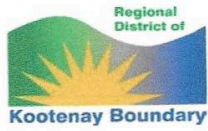
Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

1. Eligible Project Description including timeline:

see attached

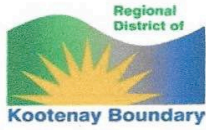
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Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



1.1 Project Impact:

see attached

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com



1.2 Project Outcomes:

see attached

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

1.3 Project Team and Qualifications:

see attached

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
see attached		
	Total	\$

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

Additional Budget Information

see quotes attached

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
<i>Chris Moslin</i>	Chris Moslin	July 15, 2016

RDKB Gas Tax Funding Application

Submitted by the Grand Forks Community Trails Society

July 2016

The GFCTS has a partnership agreement with the Ministry of Forests, Lands and Natural Resource Operations – Recreation Sites and Trails BC to perform trail stewardship on the Trans Canada Trail between Eholt and Cascade. While the Society is currently hoping to create a non-motorized designation for the section between Grand Forks and Christina Lake, it is also trying to successfully manage a 'Multi' or 'Mixed' use trail from Grand Forks to Eholt.

The Society hopes to partner with the GF ATV club in designing, building and maintaining these improvements. This would become part of the Regional District's planning process for trails in the Boundary.

1.0 Project Description and Timeline

New Trail Surface Installation from Coal Shute Road to Eagle Ridge Road

The North Fork section of the TCT is a 'multi-use' or 'mixed-use' trail that connects Grand Forks with two subdivisions within Area D. It is a highly used corridor for all trail users: hikers, cyclists, equestrians, ATV's and snowmobiles. In the 25 years this trail has been used there has been minimal maintenance to the trail surface. This has created a loose rocky surface difficult for hikers, cyclists and equestrians. The GFCTS has had the trail inspected by a local contractor to see if there could be a solution that would find a durable surface for all users. The intent of the project is to install a surface between Coalshute Road and Eagle Ridge Road with a new sub grade and road mix surface. The contractor has suggested a new sub surface topped with a gravel clay mixture. The costs for this have been attached. This will increase cycling commuting and further reduce green house gas emission between the city and a fast growing rural area. Once this new surface is in place the Society will be able to maintain it with its own 'home-built' grading device that will be paid for by the province through annual work orders. The Grand Forks Community Trails Society and the Grand Forks ATV Club are willing to share this cost with the Regional District as they hope to demonstrate that an all-purpose surface can be durable and easily maintained. This work would be completed by November 2016.

New Westend Station

At the turn of the 20th century CPR was in a bitter dispute with the City of Grand Forks and consequently built a station to service its trains just outside of city boundaries. Today the location is a designated parking area for the Trans Canada Trail. This project plans to build and install a picnic area as well as signage educating the public about the significance of the site. The Societies are willing to use volunteers to assemble the new station area. This work would be completed by May 2017

New Gates

This project will see the installation of new highway vehicle barriers at the North Fork Road and at Eagle Ridge Road. These barriers will allow ORV, equestrian and pedestrian passage while impeding passage for regular highway vehicles. The project would use the contractor's equipment to move existing lock blocks at North Fork Road and Eagle Ridge Road and to remove the existing gates at both locations. This work would be completed by November 2016

Directional Signage and KM Markers

The maintenance of the TCT has the potential to contribute significant economic benefits to our local communities, and the GFCTS wants to position the TCT as an increased economic driver – offering increased opportunity for visitors to experience the natural and cultural heritage of the landscape as they travel. Signage needs to be installed along the North Fork section of the TCT. This will include new markers for 4 historical stations on this route: Westend, Fisherman, Hodges and Eholt. In addition, there are no consistent km markings on the trail, so in an emergency or critical situation it may be difficult for a user to describe how to be located. The project will place km markers along the length of the rail trail. These markers will be consistent with other markers in the region. Directional signage will be placed to provide guidance where users experience confusion. The project will also place signs to help encourage TCT users to remain on the trail and respect private property so there will be less chance of invasive species spreading and other resource damage to adjacent land owners. The Societies will use volunteers to install all directional signage, historical signage and km markers. This work would be completed by May 2017

Measurement of Trail Use

Trail counters will be placed in two strategic points of the trail to find out statistics about who is using the trail. The Societies want to be able to determine different users such as horses, hikers, ATV's, snowmobiles, cyclists and horses. This data is invaluable for applying for additional grants from senior governments. The Societies will use volunteers to install and monitor these counters. This work would be completed by November 2016.

1.1 Project Impact

The construction of a new multi-use trail system to connect growing subdivisions in Rural Area D with the city of Grand Forks will promote recreation, active living and green commuting within the region. By sharing the management between two societies it is hoped that a year round resource can be built and maintained. This will further strengthen the economic benefits of the Trans Canada Trail to region. It is also hoped that a sustainable multi-use trail will be a light house

project for the rest of the province to emulate. This will create the confidence necessary to attract further investment by senior governments.

1.2 Project Outcomes

The most dramatic indicator of project success would be the increased use of the trail from fall 2016 to fall 2017. The other outcome would be to create a trail that can be maintained by volunteers with a minimum of outside investment. The GFCTS has demonstrated an ability to grade the trail. The society also has the capacity to mow grasses, maintain gates and picnic areas.

1.3 Project Team

The Grand Forks Community Trails Society (GFCTS) has managed the TCT for many years. In the past two years the Society has successfully operated under a Stewardship Agreement with Rec Sites and Trails BC (RSTBC). This arrangement has benefited both parties and brought significant investment into the non-motorized section of the agreement. It has also allowed the Society to maintain and improve the multi-use North Fork section of the TCT.

The Grand Forks ATV Club has managed the North Fork recreation sites for RSTBC and also enjoys a Stewardship Agreement with the province for those services. Recently the GF ATV Club has applied for the Stewardship of the Christina Lake section of the TCT. They are proven stewards adept and installing new facilities that increase the recreational value of trails in the Boundary.

2.0 Project Budget

Expense Type	Description	Cost
New Trail Surface from Coalshute to Eagle Ridge	See Aug 28 quote from Granby Gravel & Sand	
	10 loads Pit Run delivered	2,580.00
	80 loads road gravel delivered	20,400.00
	20 hours back hoe	2,000.00
	40 hours grader	4,000.00
	Taxes	3,825.36
New Historic Station Signage	See Alpine Signs quote	
	4 signs 12" x 36" @50	200.00
	4 - 10 foot posts	60.00
New Westend Picnic Area	Picnic table	300.00

	Historical signage	200.00
New Distance and Directional Signage	15 km signs	300.00
Trail Counters	TRAFx G3 System Package	2,430.00
	TOTAL BUDGET	36,295.36
	TOTAL RDKB REQUEST	25,000

AUG 28/2015

CHRIS MOSLIN
9125 N.FORK RD
GRAND FORKS, B.C.

DEAR CHRIS.

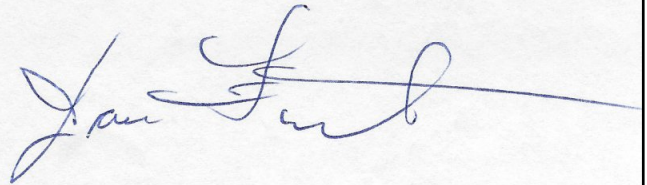
ENCLOSED FIND ESTIMATED COSTS OF BOTH – OF LOWER & UPPER NORTH FORK BIKE TRAIL.

PRUNING IS NECESSARY ON THE LOWER AND ALSO THE UPPER PORTION.

THE COVERT ON THE UPPER ON EAGLE RIDGE SHOULD BE REPLACED WITH A LONGER CULVERT, WHICH WE HAVE .

THESE TWO ITEMS ARE NOT INCLUDED IN THE ATTACHED ESTIMATED COSTS.

YOURS TRULY,

A handwritten signature in blue ink, appearing to read "Jan Fuite", with a long horizontal flourish extending to the right.

JAN (JC) FUITE,
GRANBY GRAVEL & SAND.
10405 GRANBY RD
PHONE: 250-442-0428
EMAIL = gofer@xplornet.com

AUG 28/2015

RE: BIKE TRAIL – LOWER NORTH FORK – COALSHUTE TO EAGLE RIDGE

ESTIMATION OF COSTS

1. PIT RUN – (NO PUP) = 10 LDS @ APPROX \$125/LD -	\$1,250..
a. TRUCK TIME (NO PUP) = 10 LDS @ \$133/LD	\$ 1,330.
2. ROAD GRAVEL – (WITH PUP) = 80 LDS @ APPROX \$175/LD	\$14,000.
a. TRUCK TIME (WITH PUP) 80 LDS @\$80/LD	\$ 6,400.
3. BACK HOE SERVICE - @\$100/HR = 20 HRS	\$2,000.
4. GRADER SERVICE- @\$100/HR = 40 HRS	\$4,000.
	\$28,980.
CONTINGENCY – 10% =	2,898.
	\$31,870.
PLUS 12% TAXES	\$ 3,825.36
TOTAL ESTIMATED COSTS =	<u>\$35,695.36</u>

AUG 28/2015

RE: BIKE TRAIL – UPPER NORTH FORK – EAGLE RIDGE TO RATHMULLEN

ESTIMATION OF COSTS

1. GRADER SERVICE- @\$100/HR = 140 HRS	\$14,000.
2. BACKHOE SERVICE - \$100/HR = 70 HRS	\$ 7,000.
	\$21,000.
CONTINGENCY – 10% =	2,000.
	\$23,000.
PLUS 12% TAXES	\$ 2,760.
TOTAL ESTIMATED COSTS =	<u>\$25,760.</u>

From: Trent, Tennessee FLNR:EX [Tennessee.Trent@gov.bc.ca]
 Sent: July-19-16 3:25 PM
 To: Goran Denkovski
 Subject: RE: North Fork TCT Application

Hi Goran,

As you are aware, authorization for trail construction, maintenance and rehabilitation is required under section 57 of the forest and range practices act. Please consider this as authorization for the RDKB to complete works as described in the attachment you provided earlier today on the Columbia and western rail trail "north fork" section. The Grand Forks Community Trails Society is authorized for trail maintenance activities through the partnership agreement they hold directly with the Province.

Cheers
 Tennessee

Tennessee Trent - Manager, Trails
 Recreation Sites and Trails BC

Sea to Sky Office
 101-42000 Loggers Lane
 Squamish, BC
 V8B 0H3

604.898.2194 office
 tennessee.trent@gov.bc.ca

-----Original Message-----

From: Goran Denkovski [mailto:gdenkovski@rdkb.com]
 Sent: Tuesday, July 19, 2016 11:49 AM
 To: Trent, Tennessee FLNR:EX
 Subject: FW: North Fork TCT Application

As requested.

Regards,

Goran Denkovski | Manager of Infrastructure and Sustainability Regional
 District of Kootenay Boundary
 Direct: 250.368.0227 | Cell: 250.231.0957 | Main: 250.368.9148
 1.800.355.7352
 www.rdkb.com

-----Original Message-----

From: Chris Moslin [mailto:chris.moslin@gmail.com]
 Sent: July-14-16 2:36 PM

To: Goran Denkovski <gdenkovski@rdkb.com>
Subject: North Fork TCT Application

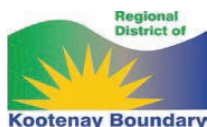
Hi Goran

I finished this up over a week ago and then mailed it to Tennessee and Roly for their feedback. I have heard nothing from either of them yet. So here it is up to this point. Please read it and let me know if it passes muster. Thanks so much for trying to stay on top of this.

And if you get a hold of Roly please let him know that I would like to speak with him as well.

Here's to deadlines....

Chris



Federal/Provincial Gas Tax Funding Application

Application Date

Project Title

Applicant Contact Information:

Name of Organization	RDKB		
Address	843 Rossland Ave		
Phone No.	250-231-0957	Fax No.	
Email Address	gdenkovski@rdkb.com		

Director(s) in Support
Of Project

Area (s)

Amount Required

Do not include GST if you have a GST account with CRA

Land Ownership – Please check one of the following:

- ☒ The applicant is the owner of the property
- ☐ The property is Crown Land. Tenure/license number

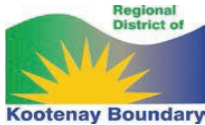
Do you have the land owner's written approval to complete the works on the land(s)?

- ☒ Yes (include copies of permits)
- ☐ No

Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.

Registered Owners of Land	Legal Description of land(s)

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

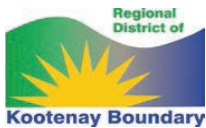


Application Contents – must include all of the following:

1. Description of the project including management framework
2. Project Budget including project costs (E.g. employee, equipment, etc.)
3. Outline of project accountability including Final Report and financial statements

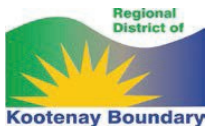
1. Eligible Project Description including timeline:

Design, supply and install plant racks into to 3 aerobic digesting tanks. The project will be completed prior to December 31, 2016.



1.1 Project Impact:

Enhance tertiary treatment to wastewater effluent.



1.2 Project Outcomes:

Install plant racks in 3 aerobic treatment tanks and populate racks with plants.

1.3 Project Team and Qualifications:

Goran Denkovski
Graham Watt, Biological Operator

2. Project Budget:

Eligible costs for this project are outlined below. These include all direct costs that are reasonably incurred and paid by the Recipient under the contract for goods and services necessary for the implementation of the Eligible Project. **Schedule B** outlines Eligible Costs for Eligible Recipients (see attached). **Attach supporting quotes and estimates.**

Items	Details	Cost (\$)
1	Plant Rack Design	2,700
1	Supply and Installation	4,800
	Total	\$ 7,500

202-843 Rossland Ave Trail, British Columbia Canada V1R 4S8
Toll-free: 1 800 355 7352 · tel: 250 368-9148 · fax: 250 368-3990
Email: admin@rdkb.com · web: rdkb.com

Additional Budget Information

N/A

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- **Provision of a Final Report including copies of all invoices**

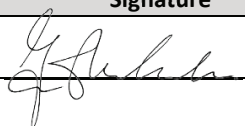
Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
	Goran Denkovski	July 19, 2016

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- b) the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.



Boston, MA
Please mail payment to:
179 Trotting Park Road
Teaticket, MA 02536

Invoice

Date	Invoice #
3/3/2016	1

Bill To

Regional District of Kootenay Boundary
202-843 Rossland Ave
Trail, BC

P.O. No.	Terms	Project
3309	Due on receipt	

Quantity	Description	Rate	Amount
1	Design for Christina Lake solar aquatics plant racks	2,000.00	2,000.00
		Total	\$2,000.00

www.nuecological.com

From: [Dan Manson](#)
To: [Goran Denkovski](#)
Subject: Final cost Christina Lake
Date: May-05-16 2:30:34 PM

Hi Goran

Thank you for all your help yesterday. Ken and I also enjoyed the lunch.

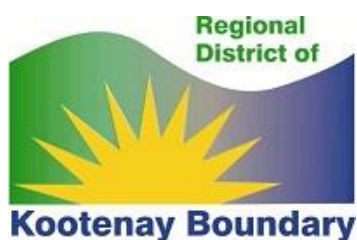
The final cost for material and installation \$4,409.00 plus applicable taxes.

This price reflects us using only 6 full length angle pieces. We will retain the rest for future projects.

Thank you for the opportunity to work with the RKDB. We hope you were satisfied with the final product.

Have a great day,

Dan

**STAFF REPORT**

Date: 28 Jul 2016 **File** ES - Admin

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

From: Goran Denkovski, Manager of Infrastructure and Sustainability

Re: Christina Waterworks District Transition Study

Issue Introduction

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability regarding the findings of the Christina Waterworks District (CWD) transition to Regional District of Kootenay Boundary (RDKB) ownership study.

History/Background Factors

On January 23, 2014 the CWD sent a letter to the RDKB requesting a study be completed to review possible future administrative service delivery models. The total cost of the study was \$14,250. The Province of BC Infrastructure Planning grant covered \$10,000 of the total. \$4,250 was paid through the RDKB Feasibility Service. The study provided the following information:

1. Review of the water system.
2. A strategy for identifying and implementing water system improvements to ensure sustainable water utility infrastructure.
3. Analysis of the current deficiencies in the water system, and recommendations for infrastructure upgrades.
4. A financial review, which addresses the utility's revenue and expenditures in order to ensure a financially stable utility. The financial review includes a rate structure analysis, which compares various funding scenarios, and a recommended rate structure.
5. A financial plan that shows a phased planning approach with Phase I being the current short-term capital improvement plan (0-5 year system needs) and Phase II encompassing longer (5-20 year) planning horizons.

The study was completed in March 2015 and was provided to the CWD. RDKB staff attended an information meeting in the spring of 2016 with CWD users and board members to answer questions and discuss future administrative service delivery models. On May 17, 2016 the Board of CWD with the support of ratepayers passed a resolution to proceed with the conversion of the Improvement District to a service area within the RDKB.

Implications

Transition to a RDKB service would require additional resources with general administration of the service (Environmental, Corporate, and Financial services). Staff and labour for the operations of the utility will continue to be the same from the day of writing this report. However, the RDKB is investigating options with other Boundary water purveyors. Labour costs have been identified in the 2017 Draft Budget. At this time, water tolls and parcel taxes are not expected to increase in 2017.

Advancement of Strategic Planning Goals

The conversion of Improvement Districts to RDKB specified services is considered to be an Environmental Stewardship Initiative. The process will likely:

1. Allow water systems to secure government funding.
2. Improve the ability to comply with Federal and Provincial Regulations and Standards.
3. Decreased liability associated with water, treatment and fire suppression supply.

Background Information Provided

1. Christina Waterworks District Resolution May 2016
2. Christina Waterworks District Chairmen's Report April 2016
3. Christina Waterworks District Transition Study March 2015 (MMM Group)
4. Christina Lake Water Utility 2017 Draft Budget and 5 Yr Financial Plan
5. Regional District of Kootenay Boundary Service Analysis Tool Kit Christina Waterworks District

Alternatives

1. Receive the Staff Report
2. Approve the transition of all Christina Waterworks District current powers, authorities and responsibilities to the Regional District of Kootenay Boundary.
3. Not approve the transition of all Christina Waterworks District current powers, authorities and responsibilities to the Regional District of Kootenay Boundary.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the transition of all Christina Waterworks District current powers, authorities and

responsibilities to the RDKB. **Further**, that the Regional District of Kootenay Boundary Board of Directors request the Province of British Columbia for assent to transfer these powers, authorities and responsibilities, **And Further**, that this transfer of powers, authorities and responsibilities be effective January 1, 2017.

CHRISTINA WATERWORKS DISTRICT

Whereas the question of whether to be absorbed by the Regional District of Kootenay Boundary, was put before the Board of Trustees at a meeting held on the 17th day of May , 2016:

And whereas the Trustees deem it advisable to enter into an agreement with the Regional District of Kootenay Boundary:

Therefore, be it resolved that:

Based on the clear support of the ratepayers, the Board of Christina Waterworks District will proceed with the conversion of the improvement district to a service area within the Regional District of Kootenay Boundary, resulting in dissolution of the improvement district. Also that the Chair of the Board, or other Board member, acting on behalf of the Board, be authorized to take action as necessary and communicate with the Province of British Columbia and the Regional District of Kootenay Boundary to implement this resolution.



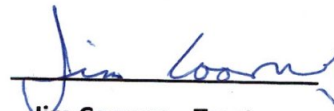
Ken Stewart - Chair- Board of Trustees



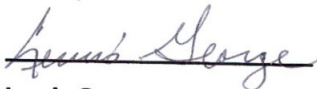
Patricia Palmer - Trustee



Jim Lewall - Trustee



Jim Cooney - Trustee



Lewis George - Trustee

Certified a true copy of the resolution adopted by the Trustees of Christina Waterworks District on the 17th day of May, 2016.



Officer



AGM April 29th, 2016.

Chairman's Report for 2015

The past year has seen a climb in attention from Interior Health. This has resulted from a fourfold change in IHA Drinking Water Officers during the period up to about 2 months ago. I hasten to add this has had nothing to do with CWD, but only IHA's internal promotions, maternity leave, etc. These changes always mean the new IHA people have slightly a different emphasis on various aspects of our operations. We have had three inspections by IHA people in the past year.

In respect of the second barrier mandate (which you have probably heard enough from me on this subject), we engaged Summit Environmental early last summer to advise and consult our Board on the issue of obtaining a "filter deferral" so as to allow the use of UV treatment. Again, at least half the cost of any other type of treatment. Consequently our monitoring of our water has stepped up substantially. This process will go on for quite a few months until IHA is satisfied our water can obtain the needed status without filtering.

This past summer during the forest fire scare the RDKB arranged for standby generators to power our 2 pump houses should the Fortis power lines to our town site have been burnt. Should a fire have broken out in the town site then with no power we would have had no water to fight a fire. Our thanks to the RDKB for providing this service at no cost to our water system.

All of our fire hydrants, stand pipes etc., were painted during the summer. This was accomplished by 2 students under volunteer supervision at a very low cost.

Flushing our hydrants, as we do every year now requires that no chlorinated water escapes into fish bearing creeks, streams etc. We reached an agreement with our neighbour water system, Southerland Creek to share the cost of a "Live Purge Dechlorinator". This removes all traces of chlorine as the hydrants are flushed. Any time we can share a cost with SCWS we are doing so.

As you know we have a large mortgage with Royal Bank owing to the large expansion of our system back around 2004/2005. This mortgage is at 4.48%. It was felt with the lower interest rates in effect this past year we might save significant dollars by refinancing this mortgage. We sought input from several financial institutions which all offered lower rates (down to 2.99 %). Even the Royal offered lower rates. However, as with any mortgage there is a break fee to

refinance, and the amount of this fee (\$47,000.) meant any savings on lower rates would be offset by the amount of the break fee. No advantage to CWD.

In the fall we arranged to have vibration analysis performed on our 4 pumps, two 15 hp at the Moody Creek pump house and 2 at the Park pump house 75hp and 50 hp. One of two 15 hp pumps was sent out for rebuilding so we have a spare pump for that location. The tests showed our 75 hp pump which is our main one used in the summer had some rattles. We arranged to have this pump & motor removed, rebuilt and reinstalled. Also we resurrected a spare used 50 hp pump and motor which had been located. The pump was beyond repair, but the motor was tested and found to be OK so we at least have a spare motor.

Due to IHA, we purchased a new turbidity meter and this was installed in October. The readings are taken every 15 minutes, of the chlorinated water, then passed on to IHA. We are also now taking readings on incoming fresh water. Also we are doing bacteria readings on both chlorinated and freshwater. I can state quite positively we have 1st class water for our system.


We held a tax sale last fall for 2 lots, resulting from very overdue parcel tax assessments. The rules allow for a tax sale if the outstanding parcel tax is over 2 years old. We would probably have allowed the owner more time to pay but they could not offer any timeline for payment. More importantly, we were advised by the Province that they were going to seize the property on Dec. 1st, again due to very overdue property taxes. Should that have happened then CWD would have lost out on the funds owed to us with no recourse. Therefore we moved as we did.

The fire at the Crow & Bear turned out to be fairly costly for CWD. In the process of finding a shutoff valve to their premises our main line was broken in the attempt. In doing the repairs we took the opportunity to install a new fire hydrant at the site which we felt was needed at that location.

Some of you are aware that a former contractor launched a civil suit against CWD last May. This suit has since been discontinued without going to court as the parties reached a mutual settlement agreement. Because of a non-disclosure clause in the agreement, I cannot state the details, but your Board felt the modest settlement amount was acceptable and avoided drawn out court proceedings

Thank you very much.


MMM Group Limited



Christina Lake Water System
Transition Study

Prepared for: Regional District of Kootenay
Boundary

5114046-000



March 2015

COMMUNITIES

TRANSPORTATION

BUILDINGS

INFRASTRUCTURE

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STANDARD LIMITATIONS

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



1.0 EXECUTIVE SUMMARY

1.1 Background

MMM Group Limited (MMM) has been retained by The Regional District of Kootenay Boundary (RDKB) to prepare an assessment of the existing potable water distribution system for the area of Christina Lake, which is within Electoral Area 'C' of the RDKB. The water system is currently owned and operated by a private utility called Christina Waterworks District (CWD), who approached the RDKB to consider creating a new specified service for the water utility. The first step in this process is to undertake a review of the water system. The objective of this report is to ensure a financially sustainable water utility and to provide a strategy for identifying and implementing water system improvements.

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

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

1.2 Existing System

The existing Christina Waterworks District provides potable water to 467 connections, of which 443 are residential and 24 are commercial. The system also provides fire protection for the community. The community of Christina Lake is a popular tourist and vacation destination during the summer months. As such, the local population and water usage vary drastically throughout the year, with significantly higher consumption in the summer. Water supply is provided from a single source, an intake from Christina Lake. From the lake intake, the water is chlorinated and then pumped to the Moody Creek Reservoir through a dedicated main. The reservoir consists of an old reservoir and a new reservoir, which feed water by gravity back into the distribution system for the lower town site of Christina Lake. The Moody Creek Pump Station then pumps water from the new reservoir to the Wolverton Reservoir, which feeds water by gravity into the distribution system for the upper town site of Christina Lake. There are 2 pressure zones fed from the Wolverton Reservoir which are controlled by 2 Pressure Reducing Valves (PRVs). There is also a residential area on Chase Road with elevations that are above the service elevation of the Wolverton Reservoir. As such, this area is serviced by pumping from the Moody Creek Reservoir from the feed up to the Wolverton Reservoir. Immediately upstream of this feed there is a Pressure Control Valve (PCV) which reduces the pressure heading towards the Wolverton Reservoir. The PCV also has a Check Valve that will allow flow back through the system should the pressure drop on the downstream side. This ensures that Chase Road will maintain some water pressure from the Wolverton Reservoir should the Moody Creek Pump Station lose power.

The current system is actually composed of two systems, which were initially separate. The Moody Creek system was established in 1946 and fed the lower town site, while the Wolverton System (initiation date unknown) fed the upper town site. The Wolverton system was originally fed from a nearby surface water source. In 1989, the two systems were joined and the Wolverton source was decommissioned. There have since been extensive improvements, including the second reservoir at Moody Creek, a dedicated main to the reservoir and upgrades to the Park Pump Station and Moody Creek Pump Station in 2005. There were additional improvements made in 2010, which included installing a 250mm line under Christina Creek to service the Arts Center and Santa Rosa Road. Although these upgrades were significant, it is expected that certain components of the system are ageing, undersized and/or lacking. As such, it is evident that the system is in need of upgrades to bring it up to current standards.

Currently, the infrastructure of the Christina Lake water system is not owned by any level of government. The system is operated and maintained by the Christina Waterworks District and funded by utility fees that are collected from the residents of Christina Lake. The intention of the proposed financial plan and ownership model is to treat the Christina Lake system as a fully independent utility, which is to be fully reliant upon generating its own revenues to offset expenditures.

1.3 Recommendations

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

- ▶ An adequate level of asset management be employed now and in the future to ensure that the Christina Lake water system is operating in a sustainable manner;
- ▶ The RDKB consider ownership of the Christina Lake water system and ensure proper funding mechanisms are in place to complete the required upgrades;
- ▶ Infrastructure upgrades to the existing system be performed as outlined in this report. These upgrades include the following:
 - Implementing a second water treatment barrier.
 - Establishing redundancy within the system by implementing back-up power.
 - Resolving fire flow issues to upper Chase Road by installing a fire pump.
 - Increasing storage by expanding the capacity at the Wolverton Reservoir.
 - Resolving various fire flow issues through the replacement and upgrading of the existing distribution system, including a new 300mm feed to the commercial area.
 - Replacing ageing watermain reaching/exceeding their life expectancy.

Costs and timing of the upgrades are further discussed in the report;

- ▶ A revised rate structure be employed to ensure that the residents of Christina Lake are wholly funding the Operations and Maintenance (O&M) of the Christina Waterworks District and contributing to capital improvements. A discussion of potential rate structures is included in the report; and
- ▶ Should the system transition to RDKB ownership, the RDKB seek out senior government grant funding opportunities so that improvements can be completed with less financial impact to the Christina Lake ratepayers.

2.0 INTRODUCTION

The Regional District of Kootenay Boundary (RDKB) has retained MMM to prepare a transition study to analyze the operation of the Christina Lake water utility. The intention of the report is to ensure a financially sustainable water utility and to possibly create a specified service area to provide an acceptable level of service to its customers. The subsequent sections of this report provide the following:

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

2.1 Asset Management

The operation and maintenance (O&M) of infrastructure is generally the responsibility of the local government that maintains ownership. The costs associated with this are primarily funded by utility fees and/or taxes. In the case of the Christina Lake water system, the infrastructure is not owned by a local government but is operated and maintained by the Christina Waterworks District (CWD) and funded by utility fees from the residents of Christina Lake. The Regional District of Kootenay Boundary is considering assuming ownership of the water system.

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

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

Based on our review and understanding of the existing Christina Lake water system, it is evident that replacements and/or upgrades will be required in the near future. The costs, timing, and funding of this work is discussed further in this report.

3.0 EXISTING WATER SYSTEM

3.1 System Overview

The area of Christina Lake is located on the Crowsnest Highway (Hwy 3) approximately 22 km east of Grand Forks within the Electoral Area 'C' of the RDKB. The Christina Water District system provides service to approximately 443 residential lots (1430 residents) and 23 commercial properties. It also provides water service for fire protection for the area. The community of Christina Lake is a popular tourist and vacation destination during the summer months. As such, the local population and water usage vary drastically throughout the year, with significantly higher consumption in the summer. Water supply is provided solely from Christina Lake where it is chlorinated in a wet well and then pumped to the Moody Creek Reservoir. From here, the lower town site distribution system of Christina Lake is fed by gravity. Additional water is pumped from the Moody Creek Reservoir to the Wolverton Reservoir which gravity feeds the distribution system to the upper town site of Christina Lake. There are 2 pressure zones within the upper town site which are controlled by 2 Pressure Reducing Valves (PRVs) at the intersection of Thompson Road and Olsen Road and at 25 Chase Road. There is also an area on Chase Road that is above the service elevation of the Wolverton Reservoir and is fed by pumping from the Moody Creek Reservoir. Please refer to Figures 1 to 3 for schematics of the existing water system.

The current system is actually composed of two systems which were initially separate. The Moody Creek system was established in 1946 and fed the lower town site, while the Wolverton System (initiation date unknown) fed the upper town site. The Wolverton system was originally fed from nearby surface water source. In 1989, the two systems were joined and the Wolverton source was decommissioned. There have since been extensive improvements, including the second reservoir at Moody Creek, a dedicated main to the reservoir and upgrades to the Park Pump Station and Moody Creek Pump Station in 2005. There were additional improvements made in 2010 which included installing a 250mm line under Christina Creek to service the Arts Center and Santa Rosa Road.

3.2 Water Supply

The water supply for Christina Lake originates from a wet well that has a 16 inch (40cm) intake from Christina Lake which extends 1500 feet (457m) into the lake at a depth of 40 feet (12m). The well was constructed and commissioned in 2005 and is housed in the Park Pump Station. Sole treatment of the water takes place in this well through chlorination. There has been discussion of adding a secondary UV treatment to the water to ensure quality remains up to the specifications enforced by Interior Health. It should be noted that Christina Lake is considered pristine due to low-density population around the lake and no industrial operations in the area. Following chlorination the water is then pumped through 50 hp and 75 hp pumps with capacities of 32.8 L/s (520 USGPM) and 55 L/s (870 USGPM) respectively at 83m of Total Dynamic Head (TDH). The pump station is equipped with a Supervisory Control and Data Acquisition (SCADA) controller for collecting water use data. Overall, the pump station is relatively new and generally in good condition; however there is no backup power available in the event of an outage.

3.3 Water Storage

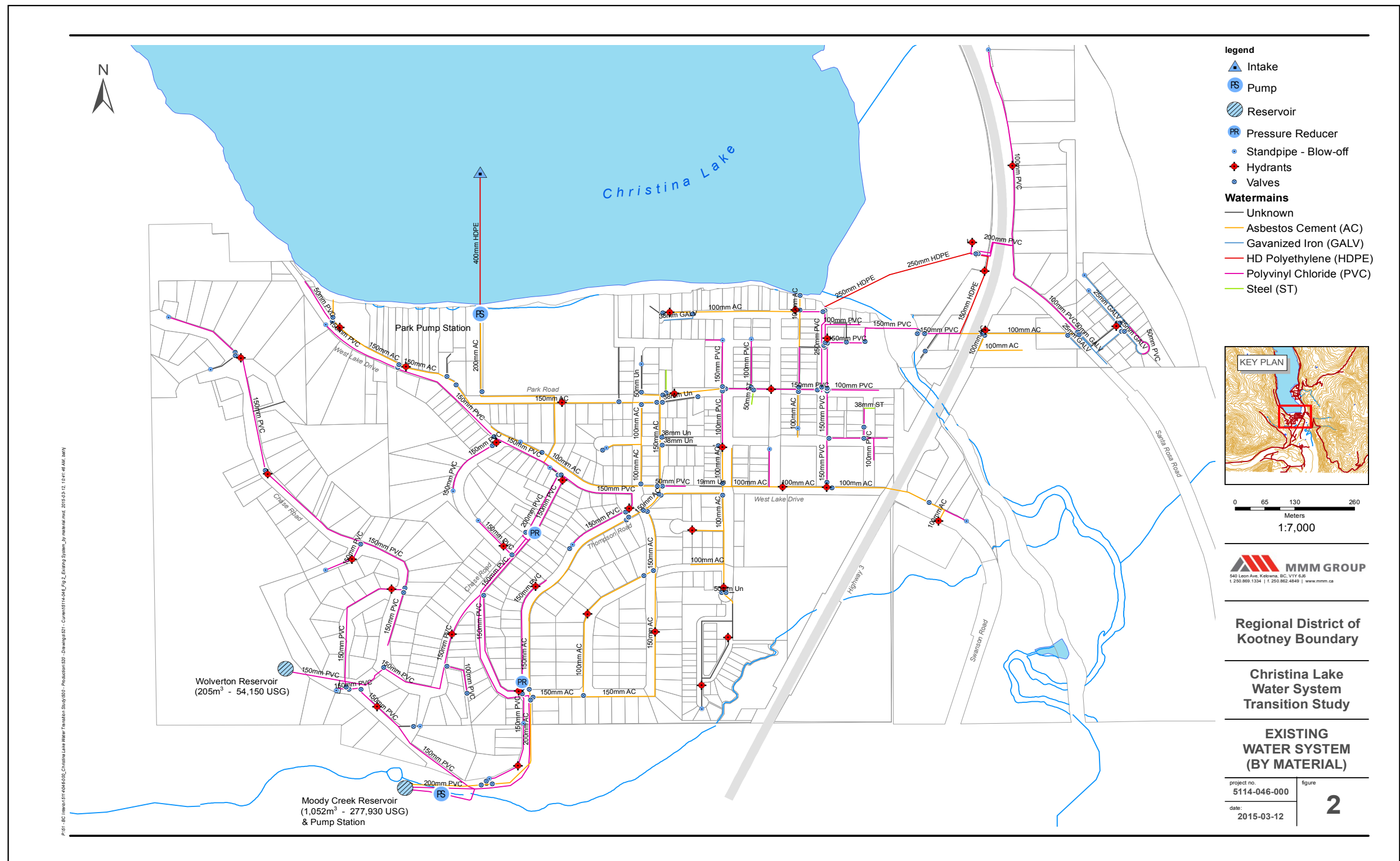
Chlorinated water from the well is pumped via a dedicated 200mm asbestos concrete (AC) main to 25 Chase Road where it is then upsized to a 250mm PVC main and finally ending up in two in-ground concrete storage reservoirs at Moody Creek with a combined capacity of 1,052 m³ (277,930 USG) and a top water level of 509m. Further storage is located at the Wolverton Reservoir which has a capacity of 205 m³ (54,150 USG) and a top water level of 548m. Storage at the reservoirs serves to balance the fluctuations in demands to allow for reasonable cycling of the pumps, and also provides fire flow and emergency storage. Water is fed from the reservoirs by gravity back into the distribution system and to the ultimate end user. The lower town site is supplied by the Moody Creek Reservoir, while the upper town site is supplied by the Wolverton Reservoir. The upper area of Chase Road is supplied by pumping from the Moody Creek Reservoir under normal conditions. There is the ability to feed Chase Road from Wolverton if pumping fails at Moody Creek; however this results in pressures below standard operating ranges. It is understood that the connections between the upper and lower systems are closed; as such storage at the Wolverton Reservoir cannot supply the lower town site. It is also understood that the reservoirs are in relatively good condition with no known issues.

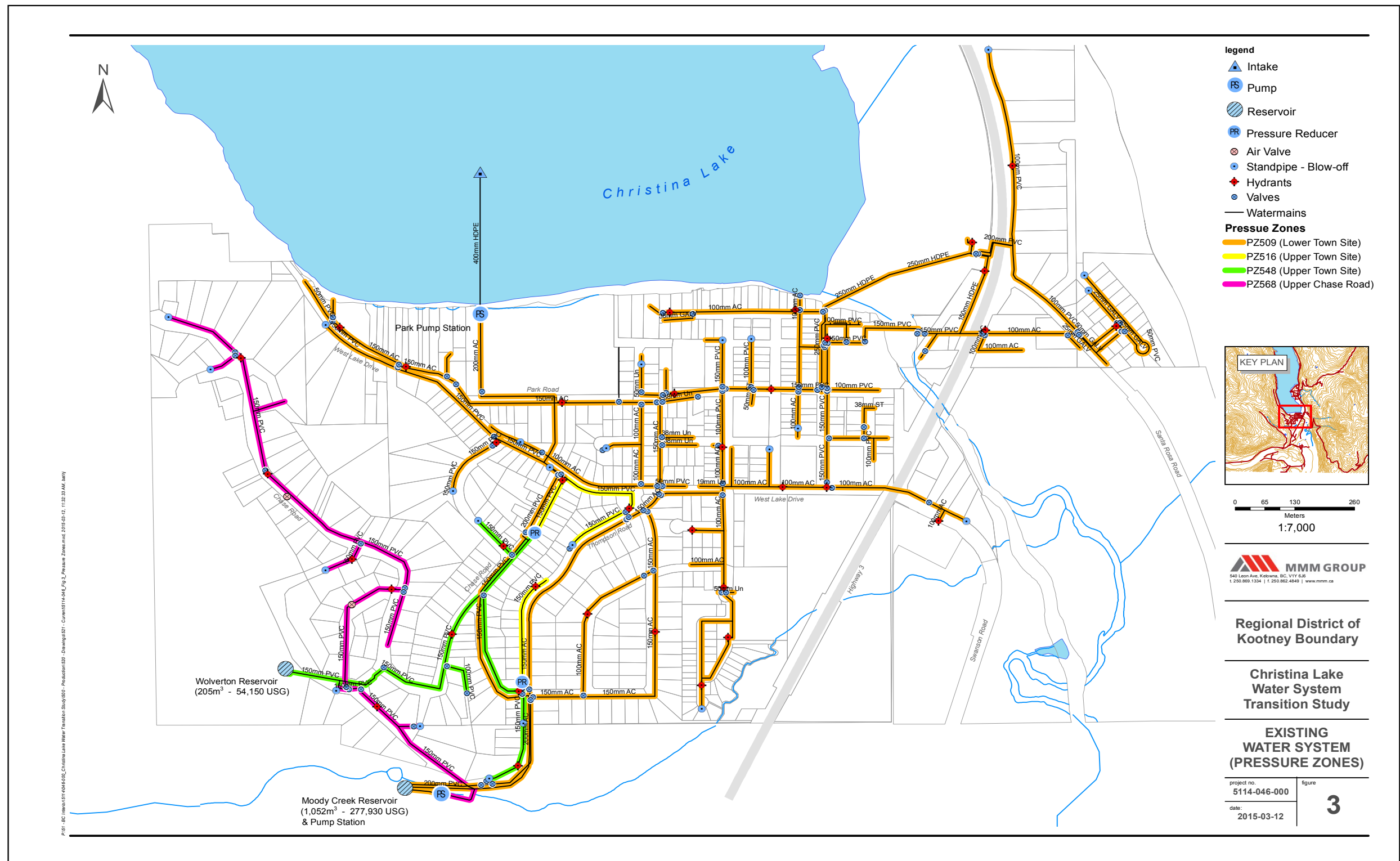
3.4 Water Distribution

The transmission and distribution system for Christina Lake consists of approximately 18,500 m of watermains. The watermains within the system are 25-250mm (1-10") diameter pipes of various material types which were installed from 1946 to present. Please refer to Figures 1 & 2 for an illustration of the distribution network including pipe sizes and materials.

From the Christina Lake intake, a 200mm diameter AC watermain extends south along Chase Road where it is upsized to 250mm, onto Olsen Road and finally onto Thompson Road where it ends up at the Moody Creek Reservoir. From the reservoir, a 200mm main feeds the gravity distribution system that services the lower town site of Christina Lake. Based on the elevation of the reservoir, this pressure zone has a hydraulic gradient of 509m and is known as PZ 509. The lower town site network (PZ 509) is composed of watermains in the range of 100-150mm diameter and services the only area in Christina Lake zoned Core Commercial. Please refer to Figure 3 for an illustration of the existing pressure zones within the system.

From the Moody Creek Reservoir, a pump station containing 2-15 hp pumps each with capacity of 10.4 L/s (165 USGPM) at 65m TDH, conveys water through a 150mm PVC pipe heading west to the Wolverton Reservoir. The Wolverton Reservoir then feeds water by gravity into the distribution system for the upper town site of Christina Lake. The upper system has 2 pressure zones which are connected through 2 Pressure Reducing Valves (PRVs) at the intersection of Thompson Road and Olsen Road and at 25 Chase Road. The pressure zone immediately downstream of the reservoir has a hydraulic gradient of 548m and is known as PZ 548. The PRV's step the hydraulic gradient down to 516m, creating PZ 516. The upper town site network (PZ 548 and PZ 516) is composed primarily of 150mm diameter watermains. There are two connections between PZ 516 and PZ 509 located at Chase Road and Thompson Road on the south side of West Lake Drive. As there are no PRVs in these locations, it is understood that the connections are closed and there is no supply to PZ 509 from the Wolverton Reservoir.





There is also a residential area on upper Chase Road with elevations that are above the service elevation of the Wolverton Reservoir. As such, this area is serviced by pumping from the Moody Creek Reservoir from the feed up to the Wolverton Reservoir. These pumps have a hydraulic gradient of 568m, creating PZ 568. Immediately upstream of this feed there is a Pressure Control Valve (PCV) which reduces the pressure heading towards the Wolverton Reservoir to match hydraulic grade line of the top water level. The PCV also has a check valve that will allow flow back through the system should the pressure drop on the downstream side. This ensures that Chase Road will maintain water pressure from the Wolverton Reservoir should the Moody Creek Pump Station lose power.

The table below summarizes the breakdown of pipe size and material throughout the entire system.

Size (mm)	Length (m)	Percent	Material	Length (m)	Percent
25-50	1,660	9%	Galv. Iron	590	3%
100	4,970	27%	AC	8,210	44%
150	8,860	48%	PVC	8,230	44%
200	1,380	7%	HDPE	690	4%
250	1,350	7%	Steel	110	1%
Unknown	340	2%	Unknown	730	4%
Total	18,560	100%	Total	18,560	100%

As shown above, a large portion of the existing system is comprised of 150mm diameter watermain (approximately 8,860m or 48%). These pipes are generally large enough to supply all domestic demands and to provide fire protection for residential areas; however, they may not be able to supply fire flows for commercial land uses. There is also a significant amount of 100mm diameter watermain (approximately 4,970m or 27%). These pipes may be able to provide domestic demands, but likely are not sufficient for required residential fire flows. The only pipes greater than 150mm are the dedicated 200/250mm feed to the Moody Creek Reservoir, the 200mm main from the Moody Creek Reservoir to the lower town site distribution network, and the newly installed HDPE main under Christina Creek. In general, the upper town site pipe network and upper Chase Road (PZ 516, PZ 518 and PZ 568) are on a newer system consisting primarily of 150mm diameter PVC mains. The lower town site pipe network contains a mixture of mains that range from 100-150mm in diameter. Much of the downtown commercial area consists of 100mm AC mains which are well looped but are undersized for the fire flow requirements.

As shown in the table above, a large portion of the existing distribution system is composed of asbestos cement and galvanized iron pipes (approximately 8,800m or 47%) which were likely installed no later than the 1980's. These watermain are located in the lower town site system and are currently in the range of 30+ years old. The generally accepted life expectancy of a water distribution system is in the range of 60 years; however, different materials and components will have varying expectancies. For the purposes of this report, it has been assumed that the iron and AC pipes will have a life expectancy of 60 years, while the PVC and HDPE pipes will last longer (75+ years). These lifespan values are based on the Water Comptrollers 'Standard Depreciation Rates for Private Water Utilities in British Columbia'. As such, a significant portion of the watermain in the lower town site system are expected to be nearing their life

expectancy and will likely reach the end of their lifespan over the next 20 years. The PVC and HDPE watermain in the system are not a source of concern as they are generally 150mm or greater in diameter and are in the newer areas of the system.

Another concern for the distribution system is the number of long dead end mains as they create potential for stagnation, loss of residual chlorine and a lack of network looping which limits flow. The following areas have dead end mains and hydrants that would likely not be able to provide sufficient fire flow:

- ▶ Chase Road that is serviced from the Moody Creek Pump Station is a 1.2km long, 150mm diameter dead end main which services 4 hydrants.
- ▶ West Lake Drive behind the Christina Lake Provincial Park and flowing west, which consists of an 840m long, 150mm diameter dead end main. This main provides water supply to 3 hydrants, as well as the marina which is considered commercial land use.
- ▶ West Lake Drive east of Benniger Road is a 260m, long 100mm diameter dead end main which services a hydrant at the very end.
- ▶ Crowsnest Highway frontage road NE of Christina Creek has a 450m long, 100mm dead end main that services a hydrant, which is 180m from the connection to the nearest 150mm diameter main.
- ▶ Moody Creek Estates private water system is part of a 450m long, 100mm dead end main that services 4 hydrants.

It should also be noted that some dead end mains are unavoidable, in particular the area of upper Chase Road where it is unrealistic to be able to complete looping within the system.

3.5 System Monitoring and Communication

The Park Pump Station contains Supervisory Control and Data Acquisition (SCADA) controllers to record the volume of water being pumped into the system. Reporting this data annually is one of the requirements of Interior Health for maintaining an Operating Permit. During the 2005 system upgrades, alarms were added to the water system to ensure the volume and quality of water was being controlled. The Park Pump Station was equipped with the following alarms:

- ▶ Loss of power/pump failure
- ▶ High and low residual chlorine levels
- ▶ High turbidity
- ▶ High reservoir level

The Moody Creek Pump Station also had alarms installed which report the following:

- ▶ Pump failure
- ▶ Low residual chlorine levels
- ▶ High pressure

Finally, the Wolverton Control Valve Chamber was installed with the following alarm:

- ▶ High reservoir level

Due to these recent upgrades it is expected that there will be no requirement for further alarms to be installed in the water system.

4.0 HYDRAULIC ANALYSIS

4.1 Evaluation Criteria

In our analysis of the system hydraulics, we have utilized the following generally accepted design criteria based on review of the MMCD Design Guideline Manual and the Rural Residential Community Water Systems Guide.

- ▶ Domestic Design Flows
 - Average Daily Flow: 600 L/cap/day
 - Maximum Daily Flow: 1,200 L/cap/day
 - Peak Hour Flow: 1,800 L/cap/day
 - Per Water Consumption Records if Available
- ▶ Design Population Density
 - Single Family: 3.5 people/dwelling
 - Multi-Family: 2.5 people/dwelling
- ▶ Fire Flow Requirements:
 - Single and Two Family Residential: 60 L/s for 1.5 hour duration
 - Three and Four Plex Housing: 90 L/s for 1.8 hour duration
 - Apartments and Row Housing: 150 L/s for 2 hour duration
 - Commercial/Institutional: 150 L/s for 2 hour duration
 - Industrial: 225 L/s for 3.0 hour duration
- ▶ Pressure Ranges:
 - Maximum Static Pressure: 820 kPa (120 psi)
 - Minimum Static Pressure: 280 kPa (40 psi)
 - Minimum System Pressure at fire flow conditions: 140 kPa (20 psi)
- ▶ Maximum Design Velocities:
 - Peak Hour Flow: 1.5 m/s
 - Fire Flow: 3.0 m/s
- ▶ Minimum Pipe Sizes:
 - Residential: 150mm
 - Commercial/Industrial/Institutional: 200 mm
- ▶ Hydrant Spacing:
 - Single-family Residential: 150 m
 - High density residential, Commercial/Industrial/Institutional: 100 m

4.2 Water Usage

4.2.1 Theoretical Demands

The Christina Lake system services approximately 1,430 residents and 23 commercial lots. These values reflect the typical level of occupancy which does not account for the increased population during the summer months. Based on the domestic design flows identified above in section 4.1, the current theoretical water demands for Christina Lake are as follows:

- ▶ Total Water Consumption: 313,000 m³/year
- ▶ Maximum Daily Demand (MDD): 1,720 m³/day (19.9 L/s)
- ▶ Peak Hourly Demand: 107 m³/hour (29.8 L/s)

4.2.2 Historic Demand

Theoretical demands (as established above) are generally used to design infrastructure for new water systems. However, for the analysis of existing systems, it is preferable to determine demands based on historical usage. The Christina Water District monitors and records water consumption from the source supply. A summary of consumption for recent years is provided in the table below. These values reflect total consumption, which includes residential, commercial and leakage.

Year	Total Water Consumption (USG/yr)	Total Water Consumption (m ³ /yr)	Total Demands			Per Capita Demands*		Peaking Factor
			Average Day Demand (m ³ /d)	Maximum Day Demand (m ³ /d)	Maximum Day Demand (L/s)	Average Day Demand (L/cap/day)	Maximum Day Demand (L/cap/day)	
2008	76,727,000	290,442	796	2,945	34.1	556.5	2,059	3.7
2009	76,184,000	288,387	790	2,389	27.6	552.5	1,670	3.0
2010	74,510,000	282,050	773	2,941	34.0	540.4	2,057	3.8
2011	73,035,000	276,467	757	2,714	31.4	529.7	1,898	3.6
2012	74,033,000	280,245	768	2,688	31.1	536.9	1,879	3.5
2013	87,984,000	333,055	912	2,778	32.2	638.1	1,943	3.0

* Per Capita Demands are calculated using the estimated 2014 population of 1,430.

As shown above, from 2008 to 2012 water consumption was relatively consistent. The highest consumption during this period was recorded in 2013. Based on analysis of the information in the table above, we have established the following usage rates:

- ▶ Total Water Consumption: 300,000 m³/year
- ▶ Maximum Daily Demand (MDD): 2,835 m³/day (32.8 L/s)
- ▶ Average Day Demand (ADD) per capita: 600 L/cap/day
- ▶ MDD per capita: 1980 L/cap/day
- ▶ Peaking Factor: 3.3

As expected, the water usage jumps dramatically from the winter months to the summer due to the tourist influence as well as the hot weather regularly experienced in the area. As such, the MDD based on consumption records is significantly higher than the theoretical MDD established in section 4.2.1. Consideration will be given in this study to the seasonal nature of the system and the resulting fluctuations in demand. Due to this fluctuation, the summer months need to be used as the basis for the maximum demands. For the purposes of this report, the estimated total water consumption and ADD will be used in analysing the rate structure and the MDD will be used to analyse the system capacities. In order to be conservative, the total water consumption and ADD values have been estimated based on the lower end of the historical rates, and the MDD has been estimated based on the higher end of the rates for recent years.

4.2.3 Future Demand

Based on input from the RDKB, we have assumed a population growth rate of 1% annually, which equates to a 22% increase over the 20 year period. This results in a 2035 population of 1,745 people and the following 2035 theoretical water demands:

- ▶ Total Water Consumption: 366,000 m³/year
- ▶ Maximum Daily Demand (MDD): 3,460 m³/day (40.0 L/s)

4.2.4 Pressure Zone Demands

In order to fully understand and analyze the system, demands for each pressure zone have been estimated. This was done by determining the number of lots serviced in each area and applying the population densities and historical demand parameters established above. This results in the following 2015 water demands:

- ▶ Lower Town Site (PZ 509) MDD: 1,935 m³/day (22.4 L/s)
- ▶ Upper Town Site (PZ 516 & PZ 548) MDD: 590 m³/day (6.8 L/s)
- ▶ Upper Chase Road (PZ 568) MDD: 310 m³/day (3.6 L/s)

The future 2035 theoretical water demand can then be calculated assuming a 22% growth over the 20 year period. This results in the following 2035 water demands:

- ▶ Lower Town Site (PZ 509) MDD: 2,360 m³/day (27.3 L/s)
- ▶ Upper Town Site (PZ 516 & PZ 548) MDD: 720 m³/day (8.3 L/s)
- ▶ Chase Road (PZ 568) MDD: 380 m³/day (4.4 L/s)

For the purposes of this analysis, PZ 558 and PZ 516 have been combined as the domestic demands for these areas are both supplied in the same manner (gravity feed from Wolverton Reservoir). Domestic demands for the lower town site (PZ 509) and upper Chase Road (PZ 548) are both supplied from the Moody Creek Reservoirs; however PZ 509 is fed by gravity while PZ 548 is pumped.

4.3 Supply Capacity

In order to ensure redundancy of water supply, the supply system should generally be sized to be able to meet maximum day demands with the largest supply component out of commission. As noted in Section 3.2, the largest component of the Park Pump House is the 75 hp pump. With the smaller 50 hp pump running at a capacity of 32.8 L/s it can be seen that this is sufficient for the estimated current MDD of 32.8 L/s but is not sufficient for the future MDD of 40.0 L/s (as established in Section 4.2).

In order to ensure redundancy of water supply for the upper town site (including upper Chase Road) the Moody Creek Pump Station should be able to supply MDD for PZ 516, PZ 548 and PZ 568. With one of the 15 hp pumps running, the lift station can supply 10.4 L/s which is sufficient to meet the current MDD of 10.4 L/s, but would not meet the future MDD of 12.7 L/s.

As such, it appears that the current pump stations are sized appropriately for the current demands, but may be insufficient for the projected 2035 MDD.

4.4 Storage Capacity

Typically, reservoirs for water distribution systems are sized to provide storage for daily use and emergency situations. The minimum storage requirement is determined using the following formula:

$$\text{Total Storage Required} = A + B + C$$

Where: A = Fire Storage
B = Equalization Storage (25% of MDD)
C = Emergency Storage (25% of A + B)

Using this formula along with the domestic demands and fire flows established previously, the 2015 and 2035 storage requirements for the entire Christina Lake System have been determined as follows:

Storage Component	Storage Requirement	2015 Storage Volume (m ³)	2035 Storage Volume (m ³)
A. Fire Storage	150 L/s for 2.0 hours*	1,080	1,080
B. Equalization Storage	25% of MDD**	710	864
C. Emergency Storage	25% of A+B	448	486
Total Storage Required:		2,238	2,430
Total Storage Available:		1,257	

*Fire Storage is for the highest land use requirement (Commercial)

** MDD is for PZ509, PZ516, PZ 548 and PZ 568 as established in Section 4.2.4.

It is expected that the current reservoirs do not have sufficient capacity for the current or future water demands for the entire Christina Lake system and commercial fire flow. However, it should be noted that the reservoirs would be nearly sufficient for 2015 domestic demands and residential fire flow. Generally, storage requirements can be reduced if the system has uninterrupted water supply, provided by pump redundancy and available backup power.

A similar sizing exercise can be completed for the individual reservoirs. The Wolverton Reservoir would require, at a minimum, storage for the upper town site (PZ 516 and PZ 548), resulting in the following storage requirements:

Wolverton Reservoir			
Storage Component	Storage Requirement	2015 Storage Volume (m³)	2035 Storage Volume (m³)
A. Fire Storage	60 L/s for 1.5 hours*	324	324
B. Equalization Storage	25% of MDD**	147	179
C. Emergency Storage	25% of A+B	118	126
Total Storage Required:		589	629
Total Storage Available:		205	

*Fire Storage is for the highest land use requirement (Single Family - Residential)

** MDD is for PZ516 and PZ 548 as established in Section 4.2.4.

It is expected that the Wolverton Reservoir does not have sufficient capacity for the current or future water demands of the upper town site (PZ 516 and PZ 548). Furthermore, the storage volume is not sufficient when compared to the fire flow component. As established in Section 4.3.2, the Moody Creek Pump House has sufficient capacity and redundancy to supply MDD to the upper town site system. If emergency power was available at the pump house, it would be capable of supplying uninterrupted MDD which would eliminate the need for the equalization storage component. Nonetheless, the storage volume would still be insufficient.

As noted previously, it is expected that the connections between the upper and lower town sites are closed. As such, the lower town site does not currently receive any supply from the Wolverton Reservoir. Consequently, the Moody Creek Reservoir would be required to have sufficient storage for the lower town site (PZ 509) and upper Chase Road.

Moody Creek Reservoir			
Storage Component	Storage Requirement	2015 Storage Volume (m³)	2035 Storage Volume (m³)
A. Fire Storage	150 L/s for 2.0 hours*	1,080	1,080
B. Equalization Storage	25% of MDD	562	685
C. Emergency Storage	25% of A+B	411	441
Total Storage Required:		1,953	2,206
Total Storage Available:		1,052	

*Fire Storage is for the highest land use requirement (Commercial)

** MDD is for PZ509, and PZ 568 as established in Section 4.2.4.

It is expected that the Moody Creek Reservoir does not have sufficient capacity for the current or future water demands of the lower town site (PZ 509) and upper Chase Road (PZ 548). However, the storage volume is nearly sufficient when compared to the fire flow component. As established in Section 4.3.2 the Park Pump House has sufficient capacity and redundancy to supply MDD to the entire system. If emergency power was available at the pump house, it would be capable of supplying uninterrupted MDD which would eliminate the need for the equalization storage component. Nonetheless, the storage volume would still be insufficient. It should be noted that this calculation assumes that there is sufficient storage for the upper town site located at the Wolverton Reservoir.

Overall, the existing reservoirs do not have sufficient storage for domestic demand and fire flow requirements. The overall deficiency is exacerbated by the fact that the Wolverton Reservoir cannot feed the lower zone. This effectively results in two separate storage systems and creates additional storage requirements. Individually, neither of the reservoirs has sufficient capacity for its respective zone, and the Wolverton reservoir is significantly undersized for the upper town site requirements.

4.5 Distribution

Hydraulic analysis of the pipes within a water system is generally performed using water modelling software. The Christina Lake Water Model was prepared by Redwood Engineering in 2010 and was provided to MMM. The model has been updated and used to identify the deficiencies in the existing system. A 2015 scenario was prepared using the demands established in Section 4.2, which were then increased to simulate the 2035 requirements.

Based on the results of running the model for the MDD scenario, it is expected that the distribution network is suitably sized to provide domestic demands, both now and in the future. However, there are some areas of the system that operate outside of the acceptable pressure ranges under normal conditions. The observed pressures in the system under this scenario range from 207 kPa (30 psi) to 634 kPa (92 psi). Generally, the higher pressures are observed in the low elevations of the PZ 548 zone of the upper town site (Chase Road prior to the PRV), while the lower pressures are experienced in the high elevations of the PZ 509 zone of the lower town site (Twells, Burger, Wolverton and Carlson Roads). Based on the analysis, velocities in the system are within the acceptable range.

4.6 Fire Protection

The Water Model also includes an analysis of available fire flows throughout the system. Comparing available flows to land use requirements established in Section 4.1 indicates that the majority of the system does not have sufficient fire flow available. Fire flows in the system range from 10-60 L/s under the 2015 scenario, with slightly lower values in 2035. The highest fire flows are experienced in the upper town site (PZ 516 and PZ 548), which generally range from 40-60 L/s. The lowest flows generally correspond to the dead-end mains in the lower town site and upper Chase Road. The largest source of concern is the commercial area west of Neimi Road, which is serviced largely by 100mm diameter watermain. The model indicates fire flow of 20 L/s is available, which is significantly less than the requirement of 150 L/s.

Another requirement for adequate fire protection is the suitable spacing of fire hydrants. Based on review of record drawings, it appears that the hydrant spacing is not in conformance with the criteria established in Section 4.1. When applying the maximum spacing it is determined that there will generally need to be a hydrant installed between all existing hydrants to achieve required fire coverage. The most notable areas of concern are the commercial zones which require denser hydrant coverage.

As such, it is expected that the majority of the Christina Lake distribution system does not conform with requirements for fire protection. Most notably, the fire flow and hydrant coverage in the commercial area is significantly deficient. Furthermore, as established in Section 4.4, it is understood that the existing reservoirs do not have sufficient fire storage.



5.0 RECOMMENDED INFRASTRUCTURE UPGRADES

Based on our review and understanding of the Christina Lake water system, it is evident that several deficiencies exist and certain components are not up to current MMCD standards. These deficiencies generally relate to undersized, lacking, or ageing infrastructure. As noted above, it is expected that the system is sufficient to provide current domestic water demands but is not sufficient for future domestic demands or fire flows to the majority of the area. As such, it is recommended that infrastructure upgrades be undertaken over the next twenty years. Please refer to Figure 4 for a schematic of the proposed upgrades and Section 7 for proposed phasing and timing.

5.1 Supply

The following upgrades are recommended for the supply system:

- ▶ **Install Secondary Treatment:** Interior Health has a requirement to have a second barrier of treatment on a public water system such as that of Christina Lake's. This would consist of either filtration or Ultra Violet disinfection (UV) treatment in addition to the chlorination that already takes place. It is recommended that UV treatment be used; however this would have to be approved by Interior Health. If UV treatment is installed, the Park Pump Station (where chlorination currently takes place) will need to be retrofitted to install the UV prior to chlorinating. Another option for this would be to have the UV treatment take place in the pump house, followed by chlorination further downstream. This could be immediately after the pump house or up near the Moody Creek Reservoir as long as sufficient contact time can still be achieved and as long as it is a dedicated main to the reservoir. The UV unit that was investigated is the TrojanUVSwift, model D03, which has an estimated cost of \$50,000. The structure to house the UV unit has an estimated cost of \$150,000. This project has a total estimated cost of approximately \$200,000 and is the first priority for upgrading the water system.
- ▶ **Install Backup Generators at Park and Moody Creek Pump Stations:** As noted in Section 3.2 there is no backup power at the pump stations to ensure that the pumps will continue to be able to supply the system in the event of a power outage. Having backup power at these two locations ensures uninterrupted supply of MDD and thus significantly reduces the required storage of the reservoirs. The 2 generators have an estimated cost of \$75,000 each for a total of \$150,000 and should be completed in conjunction with the UV treatment.
- ▶ **Install Fire Pump at Wolverton Reservoir:** Currently the available fire flows to upper Chase Road (PZ 568) are in the range of 11-17 L/s as determined by water modelling. The Moody Creek and Wolverton Reservoirs do not have sufficient capacity/elevation to supply fire flows to this area and need to be supplemented to increase the fire flow availability to the required 60 L/s. This will require a fire pump at the Wolverton Reservoir and separate feed which will connect to the 150mm PVC main supplying PZ 568. A check valve will be installed on the south side of the connection to prevent water from feeding back into the lower pressure zones and will force the flow to travel into PZ 568. We expect that a 100 hp fire pump will be sufficient to provide 60 L/s of fire flow to the end of Chase Road. The fire pump and related controls are estimated at a cost of \$50,000 plus the construction of a pump house

structure estimated at \$140,000. The separate feed from the fire pump will be a 150mm watermain with a length of 140m. For the purposes of this report, we have assumed a unit rate of \$400/l.m. for replacement of existing mains or installation of new mains, including restoration. As such, the new main will cost approximately \$56,000. The installation of a check valve has an estimated cost of \$4,000 creating a total project cost of \$250,000. This project is crucial for obtaining fire flows in PZ 568 and therefore should be completed at the same time as the initial back up power upgrades.

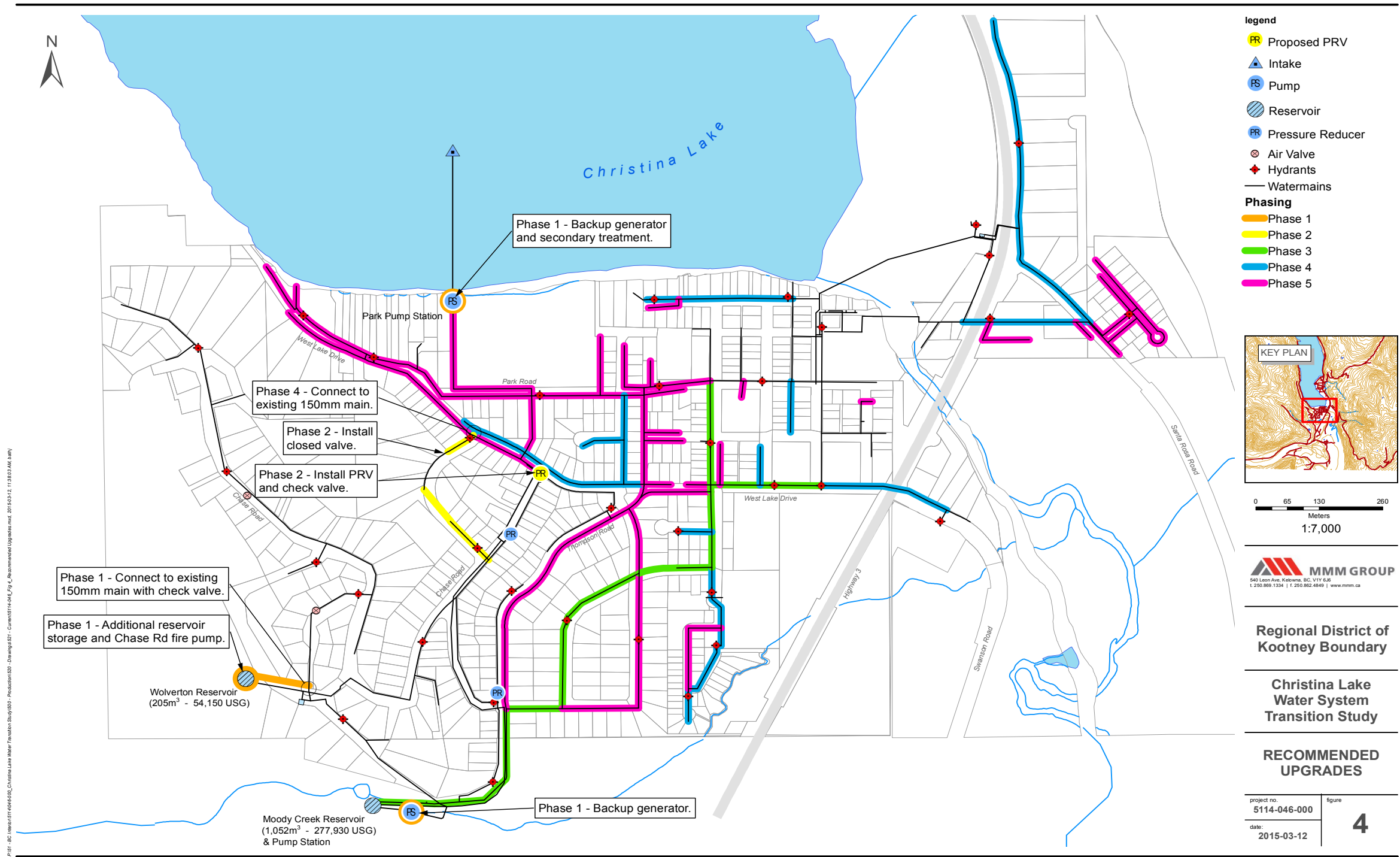
Although it was stated previously that the pumps do not have sufficient capacity for 2035 demands it is still not recommended that the pump sizes be increased as they have redundancy and are in good condition. The pump cycling should be monitored moving into the future to ensure that 2 pumps at a single station are not required to run together frequently as this is sign that the pumps are undersized and would not be able to maintain supply to the system should 1 of the pumps fail.

5.2 Storage

The following upgrades are recommended for the storage system:

- ▶ **Expand Capacity at the Wolverton Reservoir:** As noted above there is not sufficient storage in either of the reservoirs (or the system as a whole) for residential and fire flow requirements. However, the addition of backup power at the pump stations will ensure uninterrupted MDD supply to the reservoirs, thus eliminating the domestic (equalization) storage requirement. During normal operating conditions, the reservoirs would serve to balance fluctuations in demands and allow for reasonable cycling of pumps; however in the event of a fire, reservoir storage would serve solely to provide fire flows. Additional storage of 200m³ is required at the Wolverton Reservoir to provide residential fire and emergency storage for upper Chase Road (PZ 568) as well as for PZ 548 and 516. This system will also be able to feed back into the lower town site upon completion of the Chase Road and West Lake Drive project (explained in Section 5.3) to supplement the storage at the Moody Creek Reservoir. As such, this upgrade increases the storage available for all 4 pressure zones and effectively creates enough fire and emergency storage for the residential and commercial areas. For the purposes of this report an estimate of \$1000/m³ is used to calculate the cost of constructing a new reservoir. The cost for an additional 200 m³ of storage is estimated at \$200,000. This upgrade should be undertaken in conjunction with the installation of the fire pump at the Wolverton Reservoir.

As noted in Section 3.1 Christina Lake has a large variance in demand due to the tourist influence during the summer months. Because of this it would be unnecessary to construct enough storage capacity at the reservoirs to be able to provide fire, equalization and emergency storage based on summer demands when the pumps can effectively supply a steady MDD to the system, if required. Increasing the reservoir capacities beyond the addition to the Wolverton Reservoir would result in too long of a turn over time within the reservoirs in the winter months meaning that water may need to be re-chlorinated or flushed out of the system.



5.3 Distribution

As noted previously, the existing distribution system is likely adequately sized to provide current and future domestic demands; however it cannot provide sufficient fire protection for many residential areas as well as all commercial areas. The following upgrades are recommended for the distribution system:

- ▶ **Connect 150mm Mains on Ness Road and Install Isolation Valve:** This connection will bring the north end of Ness Road into PZ 548 from PZ 509 and then will be isolated from PZ 509 using an isolation valve. This area of Ness Road was consistently a limiting factor when analyzing fire flows within the water model, which require a residual pressure of 20 PSI to remain in all areas of the network during fire flows. This connection, along with installing a PRV and CV at Chase Road and West Lake Drive (explained below), increased the average fire flow availability in PZ 509 from 16 L/s to 45 L/s as shown through modelling. This fire flow is still significantly lower than the 150 L/s required for the commercial zones in PZ 509, however it is a significant improvement with a relatively minor upgrade. The connection length is 100m with an estimated cost of \$40,000 plus an additional \$10,000 for the isolation valve and connections to existing for a total estimated project cost of \$50,000. This should be completed after the fire flow issues to PZ 568 have been resolved.
- ▶ **Install PRV and CV at Chase Road and West Lake Drive:** This project will connect PZ 516 to PZ 509 should the pressure in PZ 509 drop below standard operating levels. This will allow the higher pressure zone to supplement the lower pressure zone with additional flow in the event of a loss of pressure in the lower zone during a fire flow scenario. This project has an estimated cost of approximately \$50,000 and should be completed in conjunction with the Ness Road project.
- ▶ **Upsize Distribution Main to PZ 509:** As mentioned previously, PZ 509 contains the commercial areas that require 150 L/s fire flows and are currently fed by a significant amount of 100-150mm AC mains, which significantly limits fire flows. This project will provide a larger distribution main to the commercial area of the lower town site to increase the availability of fire flows. A 300mm main will be installed from the Moody Creek Reservoir to the intersection of West Lake Drive and Neimi Road. The main will be approximately 1,300m long and will replace varying sizes of AC mains, and include a new connection on Burger Road at a length of 80m. The project will also include installing 200mm mains along Neimi Road south to Park Road and east along West Lake Drive to Benninger Road. The 200mm mains along Neimi Road and West Lake Drive have a total length of approximately 450m and will replace 100mm AC mains. Please refer to Figure 4 for an illustration of the proposed upgrades. This project has a total watermain length of 1,750m and is estimated at an approximate cost of \$700,000. After modelling the upgrade it was determined that the average fire flow availability in the lower town site increased from 45 L/s to 100 L/s on average and increased from 45 L/s to 135 L/s on average in the areas that are zoned as commercial. It should be noted that a second option could be to twin the main coming from the Moody Creek Reservoir to Twells Road to allow installation of the new main while the current main continues to supply the lower town site. This upgrade should be completed following the Chase Road and West Lake Drive project.
- ▶ **Upgrade Undersized Watermains that are Restricting Fire Flow:** The projects noted above will significantly improve the overall fire flow capacity of the system as a whole, however there are still specific watermains that are undersized and/or are long dead ends that need to be upgraded to

provide sufficient fire flows. Along with the strategic replacement of these watermain there would also be a connection made across West Lake Drive at Ness Road to create better looping within the system. The replacement will include removing approximately 2,500m of 25-100mm watermain, primarily 100mm AC. These mains will be replaced with a minimum 150mm watermain in residential areas and 200mm in commercial areas (actual size to be confirmed through detailed modelling). Refer to Figure 4 for an illustration of the proposed upgrades. The system has been modeled using these minimum sizes to determine available fire flows, however actual sizing should be confirmed by further modelling at the time of detailed design. This project has an estimated cost of approximately \$1,000,000 and should be completed after the upsizing of the distribution main to PZ 509.

- **General Watermain Replacement Program:** Upon completion of the upgrades noted above, there will be approximately 6,000m of watermain that will reach its life expectancy over the next 20 years. This consists of primarily AC watermain along with some galvanized iron, steel and miscellaneous unknown pipe. As such, a program should be established to replace all of this infrastructure over the time frame of the master plan. Refer to Figure 4 for an illustration of the proposed upgrades. These replacements have a total estimated cost of \$2,400,000 and can be completed in phases or as specific conditions dictate. Consideration should be given in the replacement program to pair watermain replacements with road upgrades where possible to minimize overall cost. Minimum watermain sizes should be in accordance with the City's Bylaw, with actual sizing to be confirmed by water modelling.

In undertaking the above noted upgrades, consideration should be given to replacing existing fire hydrants and providing additional hydrants to supplement the existing hydrant coverage in order to achieve maximum hydrant spacing in accordance with the City's Bylaw and improve fire protection. Consideration should also be given to accelerating the replacement program of the galvanized iron pipe as it is no longer accepted for use by Interior Health.

5.4 Monitoring and Communication

As noted previously in Section 3.5, the monitoring and communication within the system already contains warning alarms at the pump stations and reservoirs that monitor quality and quantity of the water in the system. There will need to be additional monitoring and control equipment installed in conjunction with the upgrades mentioned above (fire pump, backup generators, PRV, etc.). The cost of this equipment is nominal and has been taken into consideration in the overall cost estimates of the respective projects.

6.0 OWNERSHIP

As noted above, Christina Waterworks District currently owns and operates the Christina Lake water system. CWD recently approached the RDKB to consider creating a new specified service for the water utility. The intention of this report is to identify the most suitable long-term ownership model for operating and maintaining the system in the future. Below is a description of two options for ownership models:

- ▶ **Status Quo:** This is the current ownership model in place in which all O&M and capital improvements are undertaken by Christina Waterworks District. In this model, costs for the system are funded by utility fees paid by the residents to CWD. Continuing with this model would be the simplest approach and may not require all of the upgrades noted above as CWD would not be required to bring the system up to current standards. However, there are still upgrades required by Interior Health to provide a second treatment barrier and to ensure adequate fire protection. Failing to upgrade the system may also limit future development opportunities in Christina Lake. It should also be noted there is no grant funding for capital improvements available to private utilities or improvement districts, so 100% of improvements would have to be funded by the utility users.
- ▶ **The RDKB takes ownership of the Christina Lake system:** In this model, the RDKB would take ownership of the system and would collect utility fees from the residents. The revenue from the utility fees would be used to pay for O&M and capital improvements for the water system. This may require creating a specified service for the Christina Lake system. With the RDKB taking ownership of the system, there would be opportunity for grant funding from higher levels of government to help pay for the recommended upgrades that are identified above. Furthermore, there would likely be cost savings associated with sharing resources for O&M and administration.

It is recommended that the RDKB consider accepting ownership of the Christina Lake water system.

7.0 FINANCIAL PLAN

The objective of the financial plan is to ensure that the fee recovery strategy (water rates, taxes, etc.) is sufficient to fund the anticipated costs for the system (O&M, required infrastructure upgrades, and associated administrative costs). The financial analysis will provide a long-term projection (20 years) to address the financial impact of maintaining the Christina Lake water system. The intention of the analysis is to treat the Christina Lake system as a fully independent utility, which is to be fully reliant upon generating its own revenue to offset expenditures.

7.1 Annual Expenditure Forecast

Christina Waterworks District monitors and records yearly revenues and expenditures on the water utility. This information is used to project future spending and establish yearly budgets. We have reviewed the financial records over the last 5 years (2009-2013), which indicate that the utility has generally been operating with an annual surplus, resulting in an accumulated surplus (reserves). In general, we are comfortable that the utility is properly managing the funding of annual operations, maintenance and administrative costs. In addition, CWD is carrying debt for money that was borrowed to fund capital improvements. The existing revenue structure has been sufficient to cover the capital debt repayments as well as some minor capital improvements. However, it is expected that the existing revenues may not be sufficient to cover the capital improvements that are outlined in Section 5.0 of this report. The existing rate structure is based on a flat fee of \$310.00 per year, and a parcel tax of \$350.00 per year.

7.2 Capital Expenditure Forecast

As noted above, the existing utility fees are sufficient to cover annual O&M costs but do not generate sufficient reserves for large capital improvements. As such, the owner of the system would need to collect additional revenue to supplement the existing utility fee, in order to cover the costs of capital upgrades. This could be accomplished by increasing the existing fee, or establishing a separate capital charge. In order to determine a suitable amount, a proposed phasing plan (including timing) has been applied to the recommended infrastructure upgrades outlined in Section 5.0. All costs are reported in current dollars.

TOTAL CAPITAL EXPENDITURES	\$4,600,000
Phase 1 - Year 1	\$800,000
<i>Install Secondary Treatment</i>	<i>\$200,000</i>
<i>Install Backup Generators at Pump Stations</i>	<i>\$150,000</i>
<i>Install Fire Pump at Wolverton Reservoir</i>	<i>\$250,000</i>
<i>Expand Capacity at Wolverton Reservoir</i>	<i>\$200,000</i>
Phase 2 - Year 3	\$100,000
<i>Connect 150mm Mains on Ness Road</i>	<i>\$50,000</i>
<i>Install PRV/CV at Chase Rd and West Lake Dr</i>	<i>\$50,000</i>

Phase 3 - Year 5	\$700,000
<i>Upsize Distribution Main to PZ509</i>	<i>\$700,000</i>
Phase 4 - Year 10	\$1,000,000
<i>Upgrade Undersized Mains (Restricting Fire Flow)</i>	<i>\$1,000,000</i>
Phase 5a - Year 15	\$1,000,000
<i>General Watermain Replacement Program</i>	<i>\$1,000,000</i>
Phase 5b - Year 20	\$1,000,000
<i>General Watermain Replacement Program</i>	<i>\$1,000,000</i>

As determined above, the estimated total cost of the recommended upgrades is \$4,600,000. Section 7.2.1 provides a rate structure analysis for funding the capital expenditures.

7.2.1 Capital Expenditure Rate Structure Analysis

Using the cost estimates and timing of capital improvements, as established above, a financial analysis was undertaken to determine a suitable rate structure to fund capital expenditures for the Christina Lake water system. The analysis compares the capital charge that would be required for various levels of funding from the capital program (ranging from 33% to 100%). Other sources of revenue such as grants from senior levels of government would be required to supplement the capital program in all cases other than the 100% funding scenario. A complete 20 year plan, including a detailed financial report, can be prepared by MMM Group upon request.

It is expected that the owner of the system will fund the capital expenditures from the rates collected from the residents and supplement, as required, by borrowing. An annual inflation rate of 3% has been applied to the cost estimates and the same escalation rate has been assumed for the capital charge. The minimum required revenue has been determined in order to ensure that the owner does not have any remaining debt at the end of the 20 year period. It should be noted that the financial statements for the water utility indicate that the Water Operating Fund has a reserve of approximately \$200,000. The statement also indicates that the annual surplus and capital investments total approximately \$100,000 per year. It is assumed that these reserve funds will be allocated to capital improvements.

We understand that there are currently 466 connections serviced by the water utility (443 residential, 23 commercial/industrial). Dividing the total revenue required by the number of connections results in the capital charge amount per parcel in the first year, as summarized below.

Funding Structure	2015 Capital Charge	
	Total	Per Unit
100% Funding	\$149,582	\$321
66% Funding	\$69,841	\$150
50% Funding	\$32,525	\$70
33% Funding	\$0	\$0

The capital charge of \$321 per parcel under the 100% funding scenario represents the amount that would be required if no grant funding is available (i.e. if the RDKB does not take over the system). If the RDKB were to take over the system, a less onerous rate could be applied, as grant funding could be available. Based on the understanding that most grant programs are founded on one third local funding and two thirds provincial/federal funding, the 33% funding structure could likely be applied. Under this approach, there would be no increase to the existing rate structure, which mitigates the financial impact to the local residents.

It should be noted that the existing capital debt will likely be paid-down within the 20 year timeframe of this report. As a result, the annual cost for repayment of the loans would be eliminated and the utility's expenditures would decrease. At this point the rate structure should be revisited.

7.3 Rate Structure Summary

As discussed above, it is expected that the current rate structure is sufficient to cover annual O&M costs going forward. If Christina Waterworks District maintains ownership of the system an increase to the existing fee or a separate charge of \$321 per lot per year is required to fund capital expenses. Should the RDKB assume ownership and not receive grant funding then the 2015 rate structure would remain the same as under Christina Waterworks District ownership. However, should the RDKB be able to obtain 66% grant funding then the 2015 rates would remain at \$660 (no capital increase). The 2015 rate structures assuming 0% grant funding under CWD ownership and 66% grant funding under RDKB ownership are shown below:

2015 Rate Structure	Under CWD Ownership	Under RDKB Ownership
User Fee	\$310	\$310
Parcel Tax	\$350	\$350
Capital Increase	\$321	\$0
Total	\$981	\$660

It should also be noted that a 3% yearly increase of the rate structure is proposed to cover inflation.

8.0 CONCLUSIONS

Proper Asset Management and a well-guided Financial Plan are essential to providing sustainable operation and maintenance of a municipal infrastructure system. Currently, the Christina Lake water system is owned and operated by a private utility (Christina Waterworks District), utilizing revenues collected from the residents. The current fee structure is sufficient to cover annual O&M, but does not generate sufficient reserves for capital improvements. As such, RDKB ownership of the Christina Lake system should be considered.

In general, it is expected that the certain components of the existing system are ageing, undersized and/or lacking. This can be summarized as follows:

- ▶ The water treatment system does not have a secondary treatment barrier
- ▶ The supply system lacks redundancy in the form of emergency back-up power
- ▶ The existing reservoirs have insufficient storage for current and future demands
- ▶ The distribution network has numerous ageing and/or undersized watermains which require replacement

All of these factors result in a system that is deteriorating, cannot provide sufficient fire flow and is susceptible to potential health issues with respect to water quality. As such, it is expected that infrastructure upgrades will be required over the next 20 years. This can be done in phases, based on urgency and available funding.

9.0 RECOMMENDATIONS

Based upon our review and analysis of the existing Christina Lake water system with respect to O&M, capital replacement, funding and ownership, we recommend that:

- ▶ An adequate level of asset management be employed now and in the future to ensure that the Christina Lake water system is operating in a sustainable manner;
- ▶ The RDKB consider ownership of the Christina Lake water system to ensure proper funding mechanisms are in place to complete the required upgrades;
- ▶ Infrastructure upgrades to the existing system be performed as outlined in Section 5.0 and Section 7.0 (or as urgency and funding dictate);
- ▶ The rate structure be revised in accordance with Section 7.0 to ensure that the residents of Christina Lake are wholly funding the O&M of the system and contributing to capital improvements; and
- ▶ Should the RDKB assume ownership of the system, they seek out senior government grant funding opportunities so that improvements can be completed with less financial impact to the Christina Lake ratepayers.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY
FIVE YEAR FINANCIAL PLAN

EXHIBIT NO XXXX
Christina Lake Water Utility

RDKB SERVICE ESTABLISHED IN 2017

DRAFT #1

		PAGE	2015 ACTUAL	2017 BUDGET	Increase(Decrease) between 2016 BUDGET and 2017 BUDGET		2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
					\$	%				
REVENUE:										
xx xxx xxx	Parcel Tax	2	204,917	205,000	205,000	0.00	205,000	205,000	205,000	205,000
xx xxx xxx	User Fees - Water Toll	3	145,029	161,000	161,000	0.00	161,000	161,000	161,000	161,000
xx xxx xxx	Fire Hydrant Agreement	4	0	0	0	0.00	0	0	0	0
xx xxx xxx	Miscellaneous Income	6	7,711	12,000	12,000	0.00	12,000	12,000	12,000	12,000
xx xxx xxx	Federal Grants	7	0	0	0	0.00	0	0	0	0
xx xxx xxx	Provincial Water Grant	8	0	0	0	0.00	0	0	0	0
xx xxx xxx	Transfer From Reserve	9	0	0	0	0.00	0	0	0	0
xx xxx xxx	Capital Revenue	10	0	0	0	0.00	0	0	0	0
xx xxx xxx	Previous Year's Surplus	11	0	0	0	0.00	0	0	0	0
Total Revenue			357,657	378,000	378,000	0.00	378,000	378,000	378,000	378,000
EXPENDITURE:										
xx xxx xxx	Discounts	12	0	0	0	0.00	0	0	0	0
xx xxx xxx	Board Fee	13	0	7,620	7,620	0.00	7,734	7,889	8,086	8,208
xx xxx xxx	Insurance	14	14,884	15,000	15,000	0.00	15,225	15,530	15,918	16,157
xx xxx xxx	Debt - Interest	15	50,763	51,000	51,000	0.00	51,000	51,000	51,000	51,000
xx xxx xxx	Debt - Principal	16	77,000	77,000	77,000	0.00	77,000	77,000	77,000	77,000
xx xxx xxx	Training	17	713	4,500	4,500	0.00	4,500	4,500	4,500	4,500
xx xxx xxx	Repairs & Maintenance	18	34,086	16,000	16,000	0.00	16,000	16,000	16,000	16,000
xx xxx xxx	Utilities	19	15,965	16,000	16,000	0.00	16,240	16,565	16,979	17,234
xx xxx xxx	Salaries & Benefits - Admin	21	0	17,500	17,500	0.00	17,850	18,207	18,571	18,943
xx xxx xxx	Salaries & Benefits	22	61,652	60,000	60,000	0.00	61,200	62,424	63,672	64,946
xx xxx xxx	Other Operating Expenses	24	14,867	20,100	20,100	0.00	20,502	20,912	21,330	21,757
xx xxx xxx	Vehicle Operating	25	0	4,000	4,000	0.00	4,080	4,162	4,245	4,330
xx xxx xxx	Small Tools	26	0	0	0	0.00	0	0	0	0
xx xxx xxx	Capital	27	0	0	0	0.00	0	0	0	0
xx xxx xxx	Contribution To Reserve	28	0	89,280	89,280	0.00	86,669	83,812	80,698	77,927
xx xxx xxx	Previous Year's Deficit	29	0	0	0	0.00	0	0	0	0
Total Expenditure			269,930	378,000	378,000	0.00	378,000	378,000	378,000	378,000
Surplus(Deficit)			87,727							

Estimate Includes pay-back to Feasibility \$5,000 in first year (Line 24)

Frequently Asked Questions

Q. How is a regional district service delivered?

- A. Participants in a regional service arrangement have a number of delivery options, which include, but are not necessarily limited to the following:
- ❖ A department of the Regional District
 - ❖ A department of a member municipality
 - ❖ A separate corporation wholly-owned by a local government
 - ❖ A contractual service arrangement
 - ❖ Limited delegation of authority to a commission or committee
 - ❖ A combination of delivery mechanisms.

Q. How is a regional service governed?

- A. The participating jurisdictions must agree on how the service will be governed. While the decision to establish a service is decided by all members of a regional board, once established, decisions are usually made by the participating service Directors only. The Regional District may vary the stakeholder voting rules and has the ability to design custom voting rules with any variance from the norm being included with the 'Service Establishment Bylaw'.

Q. Where does my tax money go?

- A. Your tax dollars pay for a wide variety of services including School, Hospital, Roads and Police, in addition to the costs of your direct local services. The RD's portion of the 2016 tax levy is approximately 40% of the total tax bill. (or between ____ % and ____ % for all electoral areas).

Glossary of Terms

'Electoral Area Director' means the representative elected by the residents and owner electors of a designated rural area, (not within the boundaries of a municipality) of the regional district.

'Feasibility Study' refers to a formal study that may be required to analyze all of the costs and service implications relating to a proposed regional district service. Such a study will also review the options for fair allocation of all costs related to the proposed service.

'Financial Plan' - Each regional district, like a municipality, must adopt an annual five-year financial plan that sets out the proposed operating and capital expenditures and revenue sources for each service during each year of the five year planning period. The plan must be approved, by bylaw of the regional district by March 31st, each year.

'Overhead Costs' includes, among other items, the cost of lighting and heating regional district buildings (e.g. main office), insurance costs, and the salaries of key regional district administrative staff such as the Chief Administrative Officer and the Chief Financial Officer for the Regional District.

'Service Area' refers to a specified area of a regional district that is established to provide the framework necessary for combinations of member jurisdictions, or portions thereof, to collaborate in the provision of a voluntary, sub-regional service.

'Other' means ...

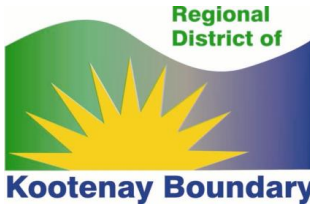
Did you know?

- Before a service can be provided, it must be formally established by a bylaw of the Regional District which is approved by the Board.
- A service establishment bylaw must also be approved by the Provincial Inspector of Municipalities.
- A key feature of regional district finance is the use of separate, individual funds for each service that is established.
- Each fund is dedicated to a service and revenues and costs specific to one service cannot be shifted to or spread among other services.
- Each regional district service has its own group of participating jurisdictions, or portions thereof, and the participants in one service area are not expected to subsidize, and are not permitted to be subsidized by the participants of another service.
- Each service is required, by Provincial law, to identify the full cost to the regional district of providing a service, including a portion of general overhead and administrative costs.
- No regional district service is permitted to run an 'operating deficit' in any year.

For further information, please contact:

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

Phone: 1-800-355-7352
or (250) 368-9148
Fax: (250) 368-3990
e-mail: tlenardon@rdkb.com



Regional District
Service Analysis Tool Kit

Issue 2 – July 2016

Introduction to Regional Services

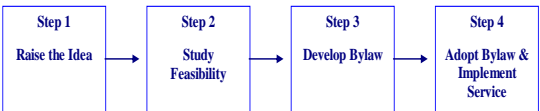
Community services have evolved from 'Volunteerism' to a more sophisticated level of service with a much higher level of regulatory oversight and direction and with greater exposure to liability issues. A rural service, once provided by a collection of individuals or a society, has now moved to a more formal governance structure, often under the umbrella of the Regional District.

Since its establishment on February 22, 1966, the Kootenay Boundary Regional District (RDKB) has provided services throughout the region with a series of general and local services that are established as an independent legal jurisdiction for the each of the specific services. Currently the RDKB, which is one of 28 regional districts operating within the Province of BC, has over 150 active services that are governed by the *Local Government Act*, which provides authority and legislative direction on the operation of each service.

As each specific service must be operated in an independent manner, with all costs of the service including related overhead administrative costs to be paid by the residents of the benefiting area, considerable care must be taken in the establishment of a service to ensure its longer term viability.

To assist the ratepayers of the Region, the RDKB has produced this guide to provide a check-list for the community and the elected officials to review during the consideration of a new Regional District service. The document is not intended as a final decision document, but rather is to serve as a guide to assist the area Director and the residents and ratepayers of the area to be served as they consider the establishment of a new service or enhancement of an existing service.

Service Establishment
Generic Process



Key Service Considerations

1. A clear and understood purpose
2. Broad community/local area approval
3. Legislative authority for the service
4. Financial capacity to fund the service
5. Political will to proceed.

Feasibility Considerations

Once the idea has been generated, it will be necessary to undertake some form of feasibility study to review the rationale for the proposed service and to ensure it has:

- a defined and agreed-upon scope
- measurable goals have been identified
- clear support of the resident rate-payers of the area(s) to be served, and
- identification of all short and long-term costs to operate and manage the service
- given consideration to any unique regulatory authority or limitations.

The extent of the study will be dictated by the size and nature of the service being considered. A smaller service with limited financial and operational impact will of course require a less rigorous review than a major program with significant operating and capital costs involved. For the latter, the Ministry of Community, Sport and Cultural Development has developed Circular No. 08.17, setting out the more detailed requirements for a Service Establishment Bylaw review, prior to the necessary approval by the Ministry.

At a minimum, the service feasibility study should include a general review of all relevant information and provide a summary of the costs and benefits of the proposed service. To assist the residents/potential service users and the Regional District Directors in evaluating the feasibility of a proposed new or expanded service, the form provided on the following page of this document provides a series of questions and identifies a number of issues to be considered.

Service Evaluation Questionnaire

Initial Consideration (Who, What, Where, When, Why, How, & How Much)	Answers	Comments (Additional Information Required?)
1. Describe the desired service.	Christina Waterworks District current delivered services, includes the distribution and treatment of water to Christian Lake residents.	
2. Is the service necessary?	Yes, the service supplies potable water to ratepayers.	
3. What area(s) will be served?	The current ratepayers in Area "C"/Christina Lake.	
4. When will the service be required?	The service is already being provided by Christina Waterworks District.	
5. Have you considered the total cost of the proposed service?	The total cost of the service is \$378,000 with no immediate increases.	
6. Can we afford it? How will the new or additional costs be paid?	Yes, the current ratepayers will be covering the cost of the service.	

If the answers to this first series of questions are favourable, proceed to the next set of questions for a more detailed review of the proposed new service by the RDKB and the designated service areas' Directors.

RDKB Considerations	Answers	Comments (Additional info required?)
1. Responsiveness <ul style="list-style-type: none">Is there broad support for the proposed new or enhanced level of service?	Yes. At the present time, there is Board support for this new enhanced level of service (through the Electoral Area "C"/Christina Lake Representative).	
2. Function Establishment <ul style="list-style-type: none">Will it require a new service to be established or will it be an enhancement of a current service?Is there legislated authority of the proposed service?Is there mandatory approval required?How will it be managed?Who will operate and maintain the service?	<p>This is an enhancement of an existing service within RDKB Electoral Area 'C', which is currently not administered by RDKB.</p> <p>Yes, there is legislated authority for the proposed service.</p> <p>Yes, mandatory approval of the RDKB Board of Directors is required.</p> <p>The RDKB currently have staff in place for the management. Operation and maintenance of the service will be done with current CWD staff.</p>	
3. Public Accountability <ul style="list-style-type: none">How will the service be approved?	It is expected that administration of this new RDKB service will be approved by the RDKB Board of Directors.	
4. Transparency <ul style="list-style-type: none">Will the service and structure be clear and understandable by the public?	Once established, hopefully, the service structure will become more clear and understandable by the public.	
5. Flexibility <ul style="list-style-type: none">Will the structure and service delivery mechanisms be flexible enough to allow for growth or change in the future?	Yes. The configuration of the service delivery mechanisms will be flexible to accommodate for future growth or change.	
6. Fiscal Sustainability <ul style="list-style-type: none">What will be the cost of the service?How will costs be allocated to fairly share the service costs?Will there be any capital expenditures required and	<p>The cost of the service is expected to be approximately \$378,000 in 2017.</p> <p>Currently, costs are to be allocated through individual property water tolls and property tax requisition.</p>	

referendum approvals?	The current 5 yr financial plan calls for capital expenditures over the next five years. These are expected to be funded through current revenue and reserve.	
7. Value for Money <ul style="list-style-type: none">Can the proposed service be provided to the residents of the area in a cost effective manner?	By streamlining this activity with RDKB Operations, it is expected that the new service will be provided in a cost effective manner.	

RDKB Considerations	Answers	Comments (Additional info required?)
8. Other Agencies Involved <ul style="list-style-type: none">Will there be any additional legislative requirements such as environmental review for the new service?	<p>The RDKB will be required to obtain an Order in Council to continue with this process.</p> <p>Possibility of the Interior Health Authority imposing additional conditions within the current operating permit of the CWD water system.</p>	
9. Approval <ul style="list-style-type: none">Will a detailed feasibility study be required by the Ministry of Community & Rural Development?	Yes. A feasibility Study will be required by the Province. This study has been completed.	

Questionnaire Explanatory Notes

The Second Stage of consideration for the service by the RDKB and the areas’ Directors will include the following for each question.

1. - Is there wide community support for the proposed service? How is this known?
- Will the service provide for effective local representation and involvement?
 - At the CWD AGM, residents whom attended provided unanimous support for CWD Board of Directors to continue with the process of service transition to the RDKB.
 - Yes, it is expected that local representation for decision-making and involvement will be provided.
2. - Is this an entirely new service for the area or will it be an enhancement of a current service?
- Does the proposed service fit within the authority of the regional district?
- Does legislation require a mandatory approval process?
- If an expansion of an existing service, is there a taxation limitation for the service and what ‘tax room’ is available to fund the expanded service?
- Does the service involve more than one jurisdiction?
- How will the service be managed?
- How will it be maintained and operated?
 - This will be a new service to the RDKB, but an enhancement of a service currently being delivered by a Water Improvement District.
 - The proposed service fits within the authority of the RDKB.
 - Mandatory approval processes are required from the RDKB Board of Directors and the Province of BC.
 - This proposed service only involves the properties located within Electoral Area 'C'/ Christina Lake.
 - The service will be managed, operated and maintained by RDKB Staff.
3. - If formal approval is required, how will this be obtained? By petition? By referendum? By Counter petition? Or by Electoral Area Director approval?
- Will a local committee or society be involved in the service? How will the community be involved and informed?
 - Formal approval will be obtained by Electoral Area Director Approval and by obtaining an Order in Council from the Province of BC, which will involve a for assent to transfer the current powers, authorities and responsibilities of the CWD Board of Directors to the RDKB Board of Directors.
 - No local committee or society is expected to be involved in the service. The community will be involved and informed through Electoral Area 'C'/Christina Lake Director.

4. - Are the new service and service delivery mechanisms easily understood by the participating jurisdictions and the residents involved in the service?
 - New service delivery processes, mechanisms, etc have been explained to the participating jurisdiction, however, it is expected that continuous education will be required to ensure the new service delivery model is easily understood by all involved.
5. - Will there be a high level of flexibility built into the new service structure and delivery mechanisms?
 - Can the service boundaries or the level of service being delivered be easily changed?
 - Will the service be able to respond to the changing needs of a growing community?
 - Will the operating body be able to control the operation and have the administrative flexibility to plan, operate and adequately finance the services required, including the hiring and oversight of staff?
 - Utility services usually have significant levels of flexibility built into their delivery mechanisms, and this proposed service will continue with that trait.
 - The service boundaries could be changed to incorporate growth, etc. within the service area, but at this time, change within the proposed service delivery area is not expected. The service delivery can be easily changed and this is expected to occur immediately (due to potential new regulations, etc).
 - The service will be flexibly and able to respond to the needs of a growing community.
 - The operating body (RDKB) will have complete control over operational, financial and administrative functions.
6. - Do the residents and area participants understand the extent of the costs to provide the service?
 - Will there be any capital expenditures required to undertake the new service? Any new buildings or equipment required?
 - Does the Regional District own any land that may be involved for the service?
 - Who will own the assets of the service?
 - Who will control the service and its assets?
 - Will a referendum be required to borrow funds to provide the necessary facilities and equipment required to provide the proposed new service for the area?
 - If this is enhancement or expansion of an existing service, are there any taxation limitations for the existing service? Is there any tax room available for the enhanced service required?
 - Does the Regional District have title to any land that will be involved or other security in order to protect its investment?
 - What are the estimated operating and capital costs projected for the service over the next 5 years? 10 years?
 - If more than one jurisdiction is involved in the service, is there an agreement or a proposal for cost sharing for the proposed new service?
 - Has the allocation of 'overhead administrative' costs been considered as required by legislation?
 - Public consultation was undertaken with the aid of the CWD to explain the extent of the potential costs to provide the service.
 - During the initial phasing of transition, there will be minor capital expenditures, which have been identified within the Feasibility Study.
 - The RDKB will retain control and ownership of all assets of the service.
 - TAXATION LIMITS –
 - All assets of the CWD will be transferred to the RDKB, including land titles, permits, etc.
 - Estimated operating and capital costs for the service are provided for in the draft 2017 Budget and 5 Yr Financial Plan (approx \$378,000 in 2017)
 - There draft budget figures identify allocation of overhead administrative costs for the service.
7. - Can the proposed new service be delivered to the community in a cost effective manner?
 - Will the proposed service level be adequate to satisfy the residents of the community?
 - Has consideration been given to the various service delivery models available, including the following:
 - Service being provided by Regional District Staff;
 - Service provided under a contract with a private sector company; or
 - Service provided by a Regional Commission or Committee with formal delegation of administrative and operational authority.
 - RDKB Staff believe that this new service can and will be delivered to the specified service area in a cost effective manner.
 - The proposed service level should meet the needs of the community.
 - Not at this time.



Grant-in-Aid Request

Please check all Electoral Area Boxes You Are Making Application To:

✓	Electoral Area 'A' Director Ali Grieve	✓	Electoral Area 'B' / Lower Columbia- Old Glory Director		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:	Colin Adamson: Teacher of School District No. 20				
Address:	JL Crowe Secondary, 1300 Frances Moran Road V1R 4L9				
Phone:	(250) 231 6566	Fax:	250 364 1567	E-Mail:	cadamson@sd20.bc.ca
Representative:	Colin Adamson				
Make Cheque Payable To:	JL Crowe Secondary School Outdoor Education Academy				

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 5000 What amount are you requesting from this RDKB Director(s)? \$ 3500

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

The Grant-in-Aid from the Regional District of Kootenay Boundary is for the purchase of canoes for students of the JL Crowe Outdoor Education Academy Program and for the students of School District No. 20 Kootenay-Columbia. The canoes will enable students (the specific Outdoor Ed. Academy Program has 40 students, the JL Crowe PE classes have 700+ students, and the district has 3500+ students) to acquire Level 1 canoeing skills and MOST importantly enable students to become educated through real life hands-on experiential learning of their local environment. They will be able to make these REAL connections through learning about and all subjects of local Geography, First Nations History (Sinixt), Science (Biology, Ecology, Chemistry, Sustainability), Social Studies, and English (putting their gained knowledge into words, documents, and clearly expressed understandings). This will further enable students to be connected to their surroundings and understand the importance of protecting what we are so fortunate to have surrounding us; in an environment where students are more and more becoming disconnected to what is around them. This resource would be made available to ANY SD@20 school, and all students would benefit from it; we have teacher instructors that can provide this for those that need it.

\$1750 Approved by Director Morley July 7/16

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization <u>Habitat Conservation trust Foundation</u>	
Amount Requested: \$ <u>1500</u>	Amount Secured: \$ <u>1500</u>
Name of Organization <u>Columbia Basin Trust Environmental and Educational Initiatives</u>	
Amount Requested: \$ <u>3500</u>	Amount Secured: \$ <u>0</u>
Name of Organization <u>Mountain Equipment Co-op</u>	
Amount Requested: \$ <u>3500</u>	Amount Secured: \$ <u>0</u>

Date: 06/27/2016 Applicant Signature _____ Print Name Colin Adamson

Office Use Only

Grant approved by Electoral Area Director: _____

Approved by Board: _____

SUBMIT

Theresa Lenardon

From: is@rdkb.com
Sent: July-07-16 3:47 PM
To: Theresa Lenardon; Jennifer Kuhn; InformationServices
Subject: Grant-in-Aid Form submitted by Christina Lake Community Association, email address - lcgeorge@telus.net

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'C' / Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Christina Lake Community Association

Address: PO Box 331, Christina Lake, BC V0H1E0

Phone: 250-447-2668

Fax:

Email: lcgeorge@telus.net

Representative: Lewis George

Make Cheque Payable To: Christina Lake Community Association

Other Expenses:

Total Cost of Project: \$1500.00

Amount Requested from RDKB Director(s): \$1500.00

What is the Grant-in-Aid for?

This grant-in-aid is for rental of the Christina Lake Community Hall by non-profit organizations for community fundraisers, and community meetings.

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

I:\Portals\0\Documents\GIA-Attachments\

Theresa Lenardon

From: is@rdkb.com
Sent: June-17-16 7:41 AM
To: Theresa Lenardon; Jennifer Kuhn; InformationServices
Subject: Grant-in-Aid Form submitted by Beaverdell Community Club & Recreation Commission, email address - charlene.reid@hssbc.ca

Online Grant-in-Aid Application**Electoral Area(s) Applied to:**

Electoral Area 'E'/West Boundary Director Vicki Gee

Applicant Information:

Applicant: Beaverdell Community Club & Recreation Commission

Address: PO Box 114 Beaverdell, BC V0H 1A0

Phone: 250-899-2183

Fax:

Email: charlene.reid@hssbc.ca

Representative: Charlene Reid, Treasurer

Make Cheque Payable To: Beaverdell Community Club & Recreation Commission

Other Expenses:

Total Cost of Project: \$

Amount Requested from RDKB Director(s): \$110.00

What is the Grant-in-Aid for?

Reimburse expenses for two community members (S. Frankie & A. Howelis) sent to Foodsafe Level 1 course held in May 2016 by Jan Kreut

List of Other Organizations Applied to for Funding

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

Name of Organization

Amount Requested

Amount Secured

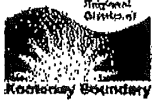
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BIG WHITE FIRE

PAGE 02/02



Grant-in-Aid Request

Please check all Electoral Area Boxes You Are Making Application To:

Electoral Area 'A' Director Ali Grieve	Electoral Area 'B' Lower Columbia- Old Glory Director	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 Gee
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Applicant:	BIG WHITE FIRE DEPARTMENT AUXILIARY				
Address:	7555 PORCUPINE ROAD P.O. BOX 45004 BIG WHITE				
Phone:	250-765-3090	Fax:	250-765-3090	E-Mail:	C.doley@kootenai.net
Representative:	MRS SHIRLEY DALEY				
Make Cheque Payable To:	BIG WHITE FIRE DEPARTMENT AUXILIARY				

****GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 500 What amount are you requesting from this RDKB Director(s)? \$ 500

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

<p>AS PER DISCUSSION WITH DIRECTOR VICKI GEE THIS GRANT WILL BE USED AS REQUIRED FOR REHABILITATION FOOD FOR FIREFIGHTERS AFTER AN INCIDENT WITHIN BIG WHITE AND FOREST CALL.</p> <p>LAST YEAR THE COST OF REHABILITATION FOOD WAS PAID FOR BY THE AUXILIARY MEMBERS PERSONALLY. THIS GRANT WILL ALLOW US TO CONTINUE.</p>
--

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: 07/20/16 Applicant Signature S. Doley Print Name SHIRLEY DALEY

Office Use Only	Grant approved by Electoral Area Director: _____ Approved by Board: _____
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SUBMIT

Kootenay Boundary

Grant-in-Aid Request

Please check all Electoral Area Boxes You Are Making Application To:

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
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Applicant:	Granby Wilderness Society			
Address:	13825 North Fork Road			
Phone:	250 442 7969	Fax:	NA	E-Mail: Jenny.coleshill@granbywild.ca
Representative:	Project Coordinator Jenny Coleshill			
Make Cheque Payable To:	Granby Wilderness Society			

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$66,635 What amount are you requesting from this RDKB Director(s)? \$5000+

What is the Grant-in-Aid for? (attach an extra sheet if necessary) \$1,015 in kind.

Project Title "Encouraging Stewardship for Species at Risk in Riparian Cottonwood Forests in Southern British Columbia"
\$5000 → Towards purchase of collection of planting material (trees, shrubs), labour for planting, protection of planted material
\$1,015 → Generate list of ownership contact details of selected properties; printing of educational materials and letters

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization See Attached word document file
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
 Amount Requested: \$ _____ Amount Secured: \$ _____

Date: June 7 2016 Applicant Signature Jenny Coleshill Print Name Jenny Coleshill

Office Use Only

Grant approved by Electoral Area Director: V. Gee

Approved by Board: _____

Grant-in-Aid Request

Please check all Electoral Area Boxes You Are Making Application To:

Electoral Area 'A' Director Ali Grieve	Electoral Area 'B' / Lower Columbia- Old Glory Director	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 Gee
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Applicant:	Westbridge Recreation Society			
Address:	PO Box 95, Westbridge, BC V0H2B0			
Phone:	250-446-2988	Fax:		E-Mail: jjsarsons@gmail.com
Representative:	Jeff Sarsons, Chair Westbridge Recreation Society			
Make Cheque Payable To:	Westbridge Recreation Society			

***GIA Requests of \$5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information.

What is the total Cost of the Project? \$ 5800.00 What amount are you requesting from this RDKB Director(s)? \$ 5800.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Under the direct supervision the Chair (Jeff Sarsons) of the Westbridge Recreation Society (WRS), the existing main 1200 sq. ft. of maple hardwood floor will be sanded and refinished with commercial bona traffic satin. Game lines will also be replaced.

The project estimated budget was \$5500.00 + tax. There will not be any employee costs and all equipment is being supplied by the contractor.

Reporting to the Executive and Directors of WRS, the contractor, EuropeanCraft Hardwood Flooring of Kelowna, BC, will complete the project. The project is scheduled for completion during the week 18 to 23 July 2016.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

Name of Organization _____
Amount Requested: \$ _____ Amount Secured: \$ _____

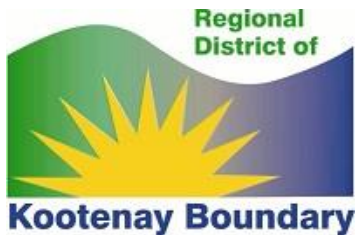
Date: 2106-07-03 Applicant Signature  Print Name Jeff Sarsons

Office Use Only

Grant approved by Electoral Area Director: 

Approved by Board: _____

SUBMIT



STAFF REPORT

Date: 15 Jul 2016
To: Chair McGregor and Members of the RDKB Board of Directors
From: Theresa Lenardon, Manager of Corporate Administration
Re: Local Government Act Revisions and Updates to RDKB Elections Bylaw.

File ADMN Bylaws

Issue Introduction

A Staff Report from Theresa Lenardon, Manager of Corporate Administration regarding revisions to the *Local Government Act (LGA)* which require amendments to the RDKB Elections and Other Voting Conduct Bylaw is presented.

History/Background Factors

Local Government Act Revisions

Further to the *Statute Revision Act*, the *Local Government Act (LGA)* was revised during 2015. The revised Act was legally passed by Order in Council December 18, 2015 and was brought into force January 1, 2016.

Acts are amended annually, but not always to add or remove existing authority and or requirements which would change the legal effect of the legislation. Acts are also amended to update section numbering and the overall organization of the text to give it better structure and a logical flow.

The LGA is one of the most heavily used and revised Acts in BC and is subject to considerable public use. When the *Community Charter* came into force in 2004, consequential amendments were made to the LGA. These amendments resulted in numbering gaps, decimal additions and disorganization for regional district provisions. Therefore, the LGA went through a limited restructuring in 2015 with changes intended to simplify the numbering and update the style and language.

The LGA revisions are meant to assist readers to locate and understand the information they need. While the Act looks somewhat different in terms of where the various "Parts" have been organized and the change to the numbering, these changes have been planned to

support effective local government administration by making the Act more user-friendly to improve readability without changing legal effect.

The reorganization is of particular interests for regional districts. Before the revision, rules governing regional districts were spread throughout 9 unrelated "Parts" and related regional district provisions could be hundreds of sections apart. The revisions include specific parts for regional district rules (Parts 5-12) and those parts are organized in a more readable manner.

RDKB Elections and Other Voting Conduct Bylaw Revisions

It is important that the RDKB Elections bylaw aligns with the revised LGA as it quotes numerous LGA sections/numbering and is a bylaw that may come into operation not only during a general local election, but at any given time (eg. referendum, bi-election etc.).

A draft copy of the RDKB Elections Bylaw with the revised LGA section numbering is attached.

Implications

There are no implications to updating the RDKB Elections Bylaw so that the quoted LGA numbering aligns with the revised LGA.

Advancement of Strategic Planning Goals

Continue to Focus on Organizational Excellence

- We recognize the key role that our staff play in delivering services in the region
- We will continue to focus on good management and governance.

Background Information Provided

1. Draft revised RDKB Elections and Other Voting Conduct Bylaw

Alternatives

1. Receive Staff Report (only)
2. Approve draft Elections Bylaw No. 1599 with 1st, 2nd and 3rd readings and adoption.
3. Do not approve draft Elections Bylaw No. 1599

Recommendation(s)

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599 be given first, second and third readings.

That Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599 be reconsidered and adopted.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

BYLAW NO. 1599

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

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

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

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

1. Citation

This Bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599, 2016."

2. Definitions

In this bylaw:

"Chief Election Officer" means the election official appointed under Section 58 of the *Local Government Act*;

"Deputy Chief Election Officer(s)" means the deputy elections official(s) appointed under Section 58 of the *Local Government Act*;

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

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

"General Local Election" means the elections held for the electoral area directors of the Regional District which must be held as set under Section 52 of the *Local Government Act*;

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“General Voting Day” means:

- a) for a general local election, the date set under Section 52 of the *Local Government Act*;
- b) for other elections, the date set under Section 54 of the *Local Government Act*;
- c) for other voting, the date set under Section 174 of the *Local Government Act*;

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“Judicial Recount” means a judicial recount as set out in Part 3 Division (14) Section 148 of the *Local Government Act*;

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

“Local Government” means the Regional District Board;

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

“Mail Ballot Voting” means voting by mail ballot and election registration by mail in conjunction with mail ballot voting pursuant to Section 110 of the *Local Government Act*;

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

“Other Voting” means voting on a matter referred to in Section 169 of the *Local Government Act*.

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3. **Application**

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

4. **General Voting Places**

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

5. **Advance Voting Opportunities**

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- a) In addition to the advance voting opportunities on the 10th day before General Voting Day(s) as required under Section 107(1)(b) of the *Local*

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Government Act, the following advance voting opportunities are established to be held in advance of General Voting Day(s) for each election or other voting held within the Regional District of Kootenay Boundary:

- i) Advance voting opportunities will be held on the Wednesday, the third day immediately preceding General Voting Day;
- ii) The voting hours at these advance voting opportunities will be from 8:00 a.m. to 8:00 p.m. prevailing time.

- b) As authorized under Section 108 of the *Local Government Act* the Chief Election Officer is hereby authorized to designate the voting places for the additional advance voting opportunities established above.

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6. Mail Ballot Voting

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a) Authorization

- i) As authorized under Section 110 of the *Local Government Act*, voting and elector registration may be done by mail for those electors who meet the criteria in the next paragraph 6 a) ii) for each election or other voting.
- ii) The only persons who may be permitted to vote by mail ballot and register by mail in conjunction with mail ballot voting are:
 - (1) persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity,
 - (2) persons who expect to be absent from the Regional District of Kootenay Boundary jurisdictions on General Voting Day and at the time of all advance voting opportunities, and
 - (3) if areas are specified in this bylaw pursuant to Section 110 (1) of the *Local Government Act*, persons who reside in a specified area of the jurisdiction for which the election is being held that is remote from voting places at which they are entitled to vote.

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b) Authority to Set Time Limits and Deadlines

- i) Pursuant to Section 110 (4) (b) of the *Local Government Act* the Regional District of Kootenay Boundary Board of Directors authorizes the Chief Election Officer to establish time limits in relation to voting by mail ballot, registering by mail, applying for a mail ballot and elector

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registration package and for other matters to which time limits are not established under this Bylaw.

c) Application Procedure

- i) Electors must request a Mail Ballot Application form and submit the completed form to the Chief Election Officer at the location and within the time limit as required by the Chief Election Officer.
- ii) The Chief Election Officer will verify through advertising on the RDKB's website and in local newspapers the details, deadlines and timelines for mail in ballot (and registration if applicable) requests and forms.
- iii) A person wishing to vote by mail ballot must apply for a Mail Ballot Voting package using the Mail Ballot Application form which will be made available on the RDKB website www.rdkb.com, in person at the RDKB Trail office 843 Rossland Avenue, Trail, BC, in person at the RDKB Grand Forks office 2140 Central Avenue, Grand Forks BC or by a request to have the application form mailed or faxed.
- iv) A person applying shall also indicate if they wish to receive a Mail Ballot Voting package by regular letter mail through Canada Post, via courier at their expense or if they wish to pick up the Mail Ballot Voting package in person from the Regional District of Kootenay Boundary office 843 Rossland Avenue, Trail, B.C.
- v) Upon completion, electors must forward the Mail Ballot Application form to the Chief Election Officer at the RDKB Trail office 843 Rossland Avenue, Trail, BC V1R 4S8 within the timeline as established and advertised by the Chief Election Officer.
- vi) Upon receipt of an application for a mail ballot, the Chief Election Officer or designate shall, between the time that the printed Mail Ballot Voting packages are available and before the date as determined by the Chief Election Officer.
 - (1) make available to the applicant in the method indicted above under Section 6 c) iv) of this Bylaw, a Mail Ballot Voting package as specified in Section ~~110~~ (7) of the *Local Government Act*, together with a statement on the Mail Ballot Application form advising the elector that the elector must meet one or more of the mail ballot criteria specified above under Section 6 a) ii) (1-3) of this Bylaw, and that they must attest to such fact, and
 - (2) immediately record on a Mail Ballot Application List the applicant's name, date application is received, time received and the residential address, and in the case of a non-resident

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property elector, the address of the property in relation to which they are voting, and

- (3) record the Electoral Area in which the person is registered as an elector, or as a new elector if that person is not on the register of electors and is registering by mail, and
- (4) upon request, make the Mail Ballot Application List available for public inspection until 30 days after the declaration of the election results under Section 146 of the *Local Government Act*. Before inspecting the list, a person must sign a statement that the person will not inspect the list or use the information contained in it except for the purposes of Part 3 of the *Local Government Act*.
- (5) The Chief Election Officer may from time to time determine locations at which Mail Ballot Voting packages may be picked up in person.

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d) Elector Responsibility

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

e) Challenge of Elector

- (i) A person exercising the right to vote under the provisions of this Bylaw may be challenged in accordance with and on the grounds specified in Section 126 of the *Local Government Act*, until such time as the certification envelope is marked "accepted" by the Chief Election Officer or designate in accordance with Section 6 h) i) of this Bylaw.
- (ii) The Chief Election Officer, an election official, a candidate representative or a person who is qualified as an elector in respect of the election or other voting may challenge, in person to the Chief Election Officer before 4:00 p.m. on the first business day after an application for a Mail Ballot Voting package has been received by the

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Chief Election Officer, the right of a person to vote by mail ballot in accordance with Section ~~126 (2)~~ of the *Local Government Act*.

- (iii) The provisions of Section ~~126 (2)~~ to 116 (5) inclusive of the *Local Government Act* shall apply where a challenge of an elector using a mail ballot has been made.

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f) *Elector's Name Already Used*

- (i) Where, upon receiving a request for a mail ballot, the Chief Election Officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the provisions of Section ~~127~~ of the *Local Government Act* shall apply, so far as applicable.

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g) *Voting Procedure*

- (i) To vote using mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the Mail Ballot Voting package provided by the Chief Election Officer.
- (ii) After marking the ballot, the elector shall:
- (1) place the ballot in the secrecy envelope provided and seal the secrecy envelope;
 - (2) place the secrecy envelope in the certification envelope provided, complete and sign the certification printed on such envelope and then seal the certification envelope;
 - (3) place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope; and
 - (4) mail, have hand-delivered or courier at their expense, the outer envelope and its contents to the Chief Election Officer at the address specified on the outer envelope so that it is received no later than the close of voting on General Voting Day.

h) *Ballot Acceptance or Rejection*

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

- (1) The identity and entitlement to vote of the elector whose ballot is enclosed; and
- (2) The completeness of the certification; and
- (3) The fulfillment of the requirements of Sections 70 and 71 of the *Local Government Act* in the case of a person who is registering as a new elector;

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

- (ii) Any certification envelopes accepted in accordance with Section 6 h) i) of this Bylaw shall be subject to the provisions of Section 160 (6) of the *Local Government Act* with regard to their destruction.

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

- (iv) Where:

- (1) upon receipt of an outer envelope, the Chief Election Officer is not satisfied as to the identity of the elector whose ballot is enclosed; or
 - (2) in the case of a person required to complete an application for registration as an elector, such application has not been completed in accordance with Sections 70 and 71 of the *Local Government Act*; or
 - (3) the outer envelope is received by the Chief Election Officer or designate after the close of voting on General Voting Day,
- the certification envelope shall remain unopened and the Chief Election Officer shall mark such envelope as "rejected", and shall note the

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reasons therefore, and the ballot contained therein shall not be counted in the election.

- (v) Any certification envelopes and their contents rejected in accordance with Section 6 h) iv) of this bylaw shall remain unopened and shall be subject to the provisions of Section 160(6) of the *Local Government Act* with regard to their destruction.

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

i) Replacement of Spoiled Ballot

- (i) Where an elector unintentionally spoils a mail ballot before returning it to the Chief Election Officer, the elector may request a replacement ballot by advising the Chief Election Officer or designate of the ballot spoilage and by mailing or otherwise delivering by an appropriate means, the spoiled ballot package in its entirety to the Chief Election Officer or delegate.
- (ii) The Chief Election Officer shall, upon receipt of the spoiled Mail Ballot Voting package, record such fact and proceed in accordance with Section 6 c) vi) of this Bylaw.

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7. Resolution of Tie Votes After Judicial Recount

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In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 151 of the *Local Government Act*.

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8. Repeal of Previous Election Procedures Bylaw

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Regional District of Kootenay Boundary Bylaw No. 1556 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1556, 2014" is hereby rescinded.

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Read a **FIRST** time this 25th day of August, 2016.

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Read a **SECOND** time this 25th day of August, 2016.

Read a **THIRD** time this 25th day of August, 2016.

I, Theresa Lenardon, Corporate Officer of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1599 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599, 2016" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 25th day of August, 2016.

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Corporate Officer

- Deleted: Deputy Manager of Corporate Administration

RECONSIDERED and finally adopted this 25th day of August, 2016.

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Chair

Corporate Officer

DRAFT

- Deleted: Deputy Manager of Corporation Administration

I, Theresa Lenardon, of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1599 cited as "Regional District of Kootenay Boundary Elections and Other Voting Conduct Bylaw No. 1599, 2016" as reconsidered and finally adopted this 25th day of August, 2016.

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Corporate Officer

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**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1580**

A Bylaw to amend the Mt. Baldy Official Community Plan
Bylaw No. 1335, 2007 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plans pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors intends to change the Development Permit Guidelines regarding off-street parking requirements, fire protection control policies applicable to the Eagle Residential Development Permit Area, and change the name of the Landscaping Guidelines in the Mt. Baldy Development Permit Areas;

AND WHEREAS the Regional District of Kootenay Boundary has considered the requirements under Section 879 of the *Local Government Act* with respect to early and ongoing consultation;

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

1. This Bylaw may be cited as Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1580, 2016.
2. Make the following changes to Appendix A: Alpine Residential and Commercial Development Permit Area:
 - a) Strike "Landscaping" in both locations under the list of guidelines and replace it with "Vegetation and Erosion Management"
 - b) Strike the following heading and paragraph:

"Landscaping

The purpose of landscaping in the **Plan Area** is to mitigate the loss of surficial materials through erosion, and to control dust during the drier times of the year. A number of factors should be considered when preparing a Landscaping Plan including: pre-construction inventory; protection of existing trees, vegetation and landscape features; erosion control; fire protection; selection and planting of vegetation; and maintenance. Those factors are discussed below."

And replace it with:

"Vegetation and Erosion Management

The purpose of Vegetation and Erosion Management in the **Plan Area** is to mitigate the loss of surficial materials through erosion, control dust during the drier times of the year, retain natural vegetation and encourage use of drought and fire resistant plants. A number of factors should be considered when preparing a Vegetation and Erosion

Management Plan including: pre-construction inventory; protection of existing trees, vegetation and landscape features; erosion control; fire protection; selection and planting of vegetation; and maintenance. Those factors are discussed below.”

- c) In the first sentence under *Fire Protection*, strike “Landscaping” and replace it with “Vegetation and Erosion Management”.
- d) Remove the title for Table 1. and replace it with “Table 1. Selected Plant Species Suitable for Erosion Control at Mt. Baldy”.
- e) Strike the following heading and paragraph:

“Landscaping Plan Requirements

This section provides details on the type of information to include in the Landscaping Plan. The Plan must be site specific due to differences in on-site features, slope, aspect, micro-climate, and soil. Both a site plan and written text must be included in the Plan. Applicants may consider using the services of a registered Landscaping Professional to prepare the Plan and to supervise installation of the landscape work.”

And replace it with:

“Vegetation and Erosion Management Plan Requirements

This section provides details on the type of information to include in the Vegetation and Erosion Management Plan. The Plan must be site specific due to differences in on-site features, slope, aspect, micro-climate, and soil. Both a site plan and written text must be included in the Plan. Applicants may consider using the services of a registered professional to prepare the Plan and to supervise installation of the Vegetation and Erosion work.”

- 3. Amend Policy #2 in Section 5.2.2 by removing reference to parking requirements. The policy will read as follows: “Regulations with respect to permitted uses and setbacks in the implementing Zoning Bylaw will resemble those in the “Bylaws, Rules & Regulations of Strata Corporation KAS1840”;
- 4. Add the following sentence to Policy #11.2.1: “This policy shall not apply to the Eagle Residential land use designation.” after the first sentence;
- 5. Strike the last sentence from the first paragraph of Appendix B: Eagle Residential Development Permit Area, which reads “Consideration will be given to varying the parking requirements of the Zoning Bylaw if it can be demonstrated that the provision of off-street parking presents a hardship.”
- 6. Strike “Landscaping Guidelines” under Guidelines in Appendix B: Eagle Residential Development Permit Area and replace it with “Vegetation and Erosion Management Guidelines”.
- 7. Strike “landscaping guidelines” under Guidelines in Appendix C: Alpine

Industrial Development Permit Area and replace it with "Vegetation and Erosion Management Guidelines".

READ A FIRST TIME this 29th day of September, 2015.

READ A SECOND TIME this 29th day of September, 2015.

PUBLIC HEARING held on this 7th day of July, 2016.

READ A THIRD TIME this 28th day of July, 2016.

FINALLY ADOPTED this 28th day of July, 2016.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1580, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1580, 2016".

Manager of Corporate Administration

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1584**

A Bylaw to amend the Mt. Baldy Zoning Bylaw No. 1340, 2010
of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plans pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Mt. Baldy Zoning Bylaw;

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

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1584, 2015.
2. Strike the following sentence in Section 402.9 "Off-street parking must be provided in accordance with Section 315 of this Bylaw."
3. Replace Section 402.9 with the following: "The off-street parking requirements of Section 315 of this Bylaw do not apply to the R1 Zone."

READ A FIRST TIME this 29th day of September, 2015.

READ A SECOND TIME this 29th day of September, 2015.

PUBLIC HEARING held on this 7th day of July, 2016.

READ A THIRD TIME this 28th day of July, 2016.

FINALLY ADOPTED this 28th day of July, 2016.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1584, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1584, 2016".

Manager of Corporate Administration

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1593**

A Bylaw to amend Electoral Area 'B'/Lower Columbia-Old Glory Official Community Plan
Bylaw No. 1470, 2013 of the Regional District of Kootenay Boundary

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

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors intends to designate the property legally described as:

- Township 9A, Subsidy Lot 181, Except Plan 17164 SRW 15310 SRW 17069, KD, Plan NEPX63;

from 'Agricultural Resource 1' and 'Rural Resource 1' to 'South Belt Rural Residential';

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

1. This Bylaw may be cited as Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1593, 2016.
2. That Map 1 (Land Use Designations) of the Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470, 2012 be amended to re-designate the following property from the current 'Agricultural Resource 1' and 'Rural Resource 1' to 'South Belt Rural Residential':
 - Township 9A, Subsidy Lot 181, Except Plan 17164 SRW 15310 SRW 17069, KD, Plan NEPX63;

as shown outlined in red on the attached Schedule X attached hereto and forming part of this bylaw.

READ A FIRST TIME this 26th day of May, 2016.

READ A SECOND TIME this 26th day of May, 2016.

PUBLIC HEARING held on this 22nd day of June, 2016.

READ A THIRD TIME this 28th day of July, 2016.

FINALLY ADOPTED this 28th day of July, 2016.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1593, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1593, 2016".

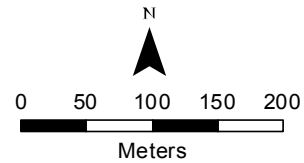
Manager of Corporate Administration



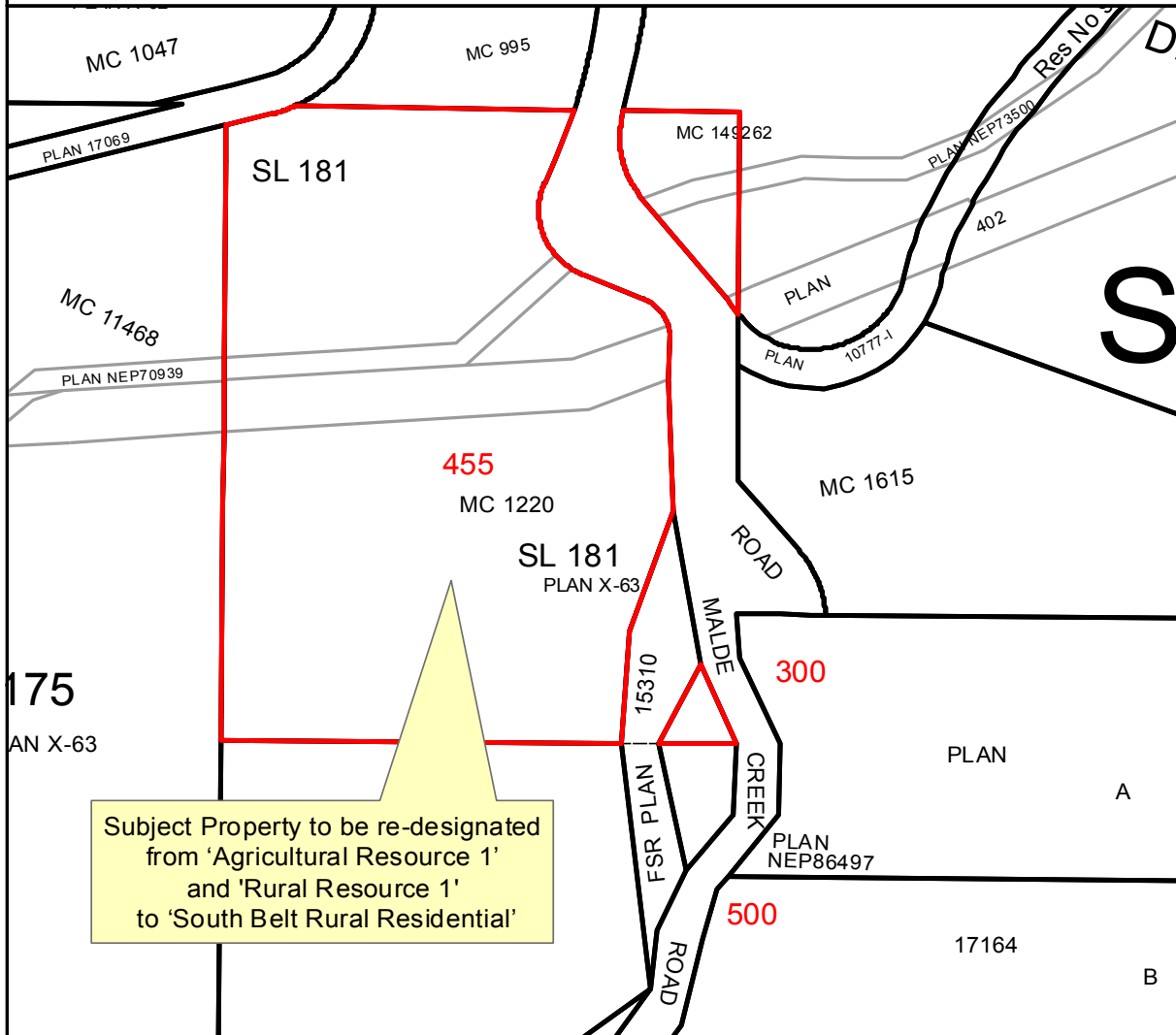
Date: 02/02/2016

Schedule X

Township 9A, Subsidy Lot 181,
Except Plan 17164 SRW 15310
SRW 17069, KD, Plan NEPX63



Scale 1:5,000



Subject Property to be re-designated
from 'Agricultural Resource 1'
and 'Rural Resource 1'
to 'South Belt Rural Residential'

I hereby certify this Schedule X to be a true and
correct copy and that this Schedule X correctly
outlines the property to be re-designated by "Regional
District of Kootenay Boundary Bylaw No. 1593."

Manager of Corporate Administrator

Date

Document Path: P:\GIS\RD\B\Map Documents\Routine_Maps\ScheduleX\Area 'B'_LowerColumbia-Old Glory\2016-02-02_SchX_Bylaw1593_Davies.mxd

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW NO. 1594**

A Bylaw to amend Electoral Area 'B'/Lower Columbia-Old Glory Zoning
Bylaw No. 1540, 2015 of the Regional District of Kootenay Boundary

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

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors intends to rezone the property legally described as:

- Township 9A, Subsidy Lot 181, Except Plan 17164 SRW 15310 SRW 17069, KD, Plan NEPX63;

from 'Agricultural Resource 1' and 'Rural Resource 1' to 'Rural Residential 3';

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

1. This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1594, 2016.
2. That Map 1 (Zoning Map) of the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540, 2015 be amended to rezone the following property from the current 'Agricultural Resource 1' and 'Rural Resource 1' to 'Rural Residential 3':
 - Township 9A, Subsidy Lot 181, Except Plan 17164 SRW 15310 SRW 17069, KD, Plan NEPX63;

as shown outlined in red on the attached Schedule Z attached hereto and forming part of this bylaw.

READ A FIRST TIME this 26th day of May, 2016.

READ A SECOND TIME this 26th day of May, 2016.

PUBLIC HEARING held on this 22nd day of June, 2016.

READ A THIRD TIME this 28th day of July, 2016.

FINALLY ADOPTED this 28th day of July, 2016.

Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1594, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1594, 2016".

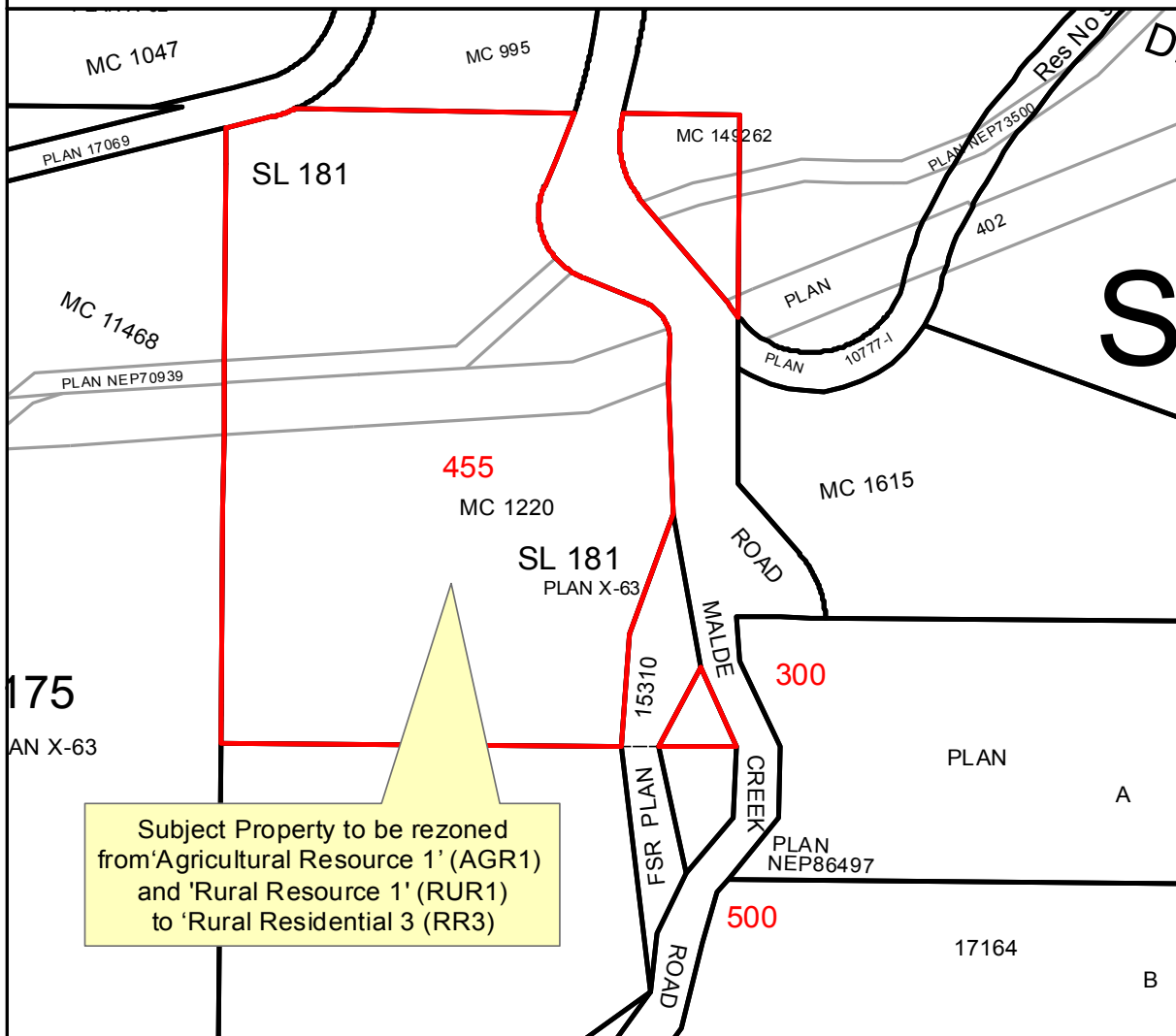
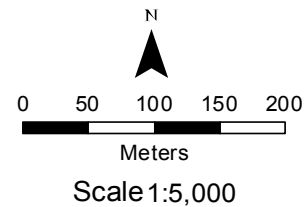
Manager of Corporate Administration



Schedule Z

Township 9A, Subsidy Lot 181,
Except Plan 17164 SRW 15310
SRW 17069, KD, Plan NEPX63

Date: 02/02/2016



I hereby certify this Schedule Z to be a true and correct copy and that this Schedule Z correctly outlines the property to be rezoned by "Regional District of Kootenay Boundary Bylaw No. 1594."

Manager of Corporate Administrator

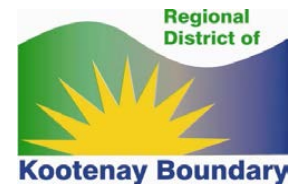
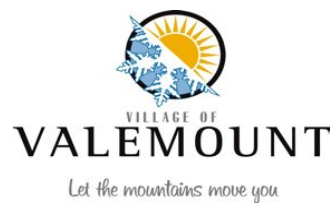
Date

MEMORANDUM OF UNDERSTANDING

Regional Broadband Committee

This Memorandum of Understanding (MOU) is dated

for reference this ____ day of_____, 2016



Our Vision: Equitable, affordable high speed broadband and internet services throughout the region, ensuring rural economic development and sustainable, health communities.

For the purposes of this MOU, references to “the Region” mean the area including Columbia Basin, as defined in the Columbia Basin Act, and the Boundary Region of the Regional District of Kootenay Boundary.

The participating organizations (See Membership) have agreed to work together in creating the Regional Broadband Committee (the Committee) to champion a regional broadband strategy and implementation plan with the understanding that:

- Information and Communications Technology (ICT) and broadband infrastructure are strategically important tools for economic, education, health, public safety and civic growth and that all communities within the Region should have affordable and reliable internet access;
- community based broadband strategies are being developed and regional broadband infrastructure is being strengthened and expanded; and
- the participating organizations in the Region have expressed a desire to explore and develop a regional approach to developing broadband capacity within the Region in order to coordinate and maximize available resources and identify mutually beneficial opportunities.

Vision:

‘Equitable, affordable high speed broadband internet services throughout the region, ensuring rural economic development and sustainable, healthy communities.’

Mission:

‘The Regional Broadband Committee is a united voice to advocate for all our constituents through leadership, knowledge sharing, and a common understanding of the current and future needs of high speed broadband internet services in the region.’

Guiding Principles / Purpose:

1. To champion the vision for broadband throughout the region.
2. To advocate as a unified voice at all levels of government, the requirements for effective and efficient broadband in the region.
3. Encourage and facilitate investment in enhancing regional high speed broadband internet service.
4. Create a forum for regional champions to learn and share their success in meeting the strategic needs for high speed broadband internet service.

Objectives:

1. To meet biannually (or as needed) to receive updates and provide advice / feedback from key stakeholders such as the Province, Network BC, the CBBC, and other service providers on the progress of meeting the strategic needs for broadband in the region.
2. Share learnings and best practices with colleagues and constituents on the state and progress for improving broadband in the region through such means as drafting: key messages for committee members; annual project bulletins; and discussion papers.
3. In anticipation of future funding opportunities at the Federal and Provincial level, prepare local governments and the public for the need for leadership and local funding dollars through regular dialogue and information sharing of future grant opportunities.
4. Periodic assessment of the state of Broadband in the region as a key indicator for the RBBC Vision.
5. Demonstrate a united voice with continued participation of its key partners – Ktunaxa Nation Council, the four regional districts, and the Village of Valemount.

Membership:

Committee membership will consist of 1 member representing each of the following organizations:

- Columbia Shuswap Regional District
- Ktunaxa Nation Council
- Kootenay Boundary Regional District
- Regional District of Central Kootenay
- Regional District of East Kootenay
- Village of Valemount

Members may invite guests to attend and participate in committee meetings.

Term:

This MOU shall remain in effect until December 31, 2018.

Expenses:

Members will be reimbursed by and in accordance with the policies of the organization they are representing.

CBT will provide financial and staff support to the Committee as appropriate and agreed upon by CBT and the Committee.

Participating Organizations confirm their agreement to the terms of this Memorandum of Understanding by having their authorized representatives sign below.

Columbia Shuswap Regional District

Name:

Title:

Date:

Kootenay Boundary Regional District

Name:

Title:

Date:

Ktunaxa Nation Council

Name:

Title:

Date:

Regional District of Central Kootenay

Name:

Title:

Date:

Regional District of East Kootenay

Name:

Title:

Date:

Village of Valemount

Name:

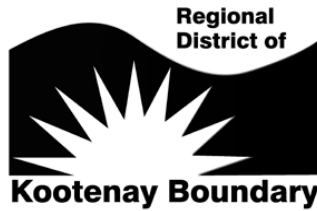
Title:

Date:

Columbia Basin Broadband Corporation
Connecting Canadians Federal Project Summary

This spreadsheet outlines Federal Project percent completion by Service Provider.

Service Provider	% Complete	Actual or Planned	Actual or Planned
		Start Date	Compl. Date
China Creek Internet Services Ltd.	15	01-Jun-16	30-Sep-16
Columbia Wireless Incorporated	63	01-Aug-15	01-Aug-17
East Shore Internet Society	14	01-Nov-15	01-Jan-18
Edgewood Community Internet Society	62	01-Aug-15	31-Mar-18
FlexiNET Broadband Incorporated	0	27-May-16	23-Sep-16
Kaslo infoNET Society	10	01-Apr-16	31-Mar-18
Peak Broadband Solutions	26	04-Jan-16	31-Mar-18
Swift Internet	80	11-Apr-16	30-Jul-16
Tough Country Communications Limited	44	01-Mar-16	01-Oct-17
Trout Lake BC Internet Society	63	01-Feb-16	31-Jul-16
Wink Wireless Incorporated	60	01-Apr-16	01-Sep-16
Yahk Area Communications Society - Kitchener	55	01-Oct-15	31-Aug-16
Yahk Area Communications Society - Moyie	0	TBD	TBD



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Bylaw No. 1596 to amend Electoral Area 'C'/Christina Lake
Official Community Plan Bylaw No. 1250

Minutes of a Public Hearing for Regional District of Kootenay Boundary for proposed Bylaw No. 1596 to amend Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250 held on Monday, July 25, 2016 at the Christina Lake Fire Hall, Christina Lake, BC at 6:00 p.m.

Director Present:	Director Grace McGregor
Staff Present:	Donna Dean, Manager of Planning and Development Carly Rimell, Planner
Members of the Public Present:	23

Director McGregor opened the Public Hearing for proposed Bylaw No. 1596 to amend Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250 at 6:01 P.M. Director McGregor then read the Chairperson's address. Director McGregor then asked that Donna Dean, Manager of Planning and Development explain the purpose of the revised bylaw.

Donna Dean opened by clarifying that there was a typo made in the advertisement for the public hearing, and that the public hearing was only to discuss proposed Bylaw No. 1596 not 1602. She then provided a summary of the proposed bylaw.

She explained proposed Bylaw No. 1596 would amend the Electoral Area 'C'/Christina Lake Christina Lake Official Community Plan to allow temporary use permits to be considered throughout the entire Electoral Area, on a case by case basis by application to the Regional District of Kootenay Boundary. She explained that presently, commercial temporary use permits cannot be issued in a commercial zone and industrial temporary use permit can only be issued in 'Rural' or 'Natural Resource' areas. Donna further explained the amendment would make temporary use permits more standard throughout the Electoral Area, rather than differentiate between commercial and industrial types and specific areas for different types. Donna also emphasized the public hearing was not to discuss the separate TUP application for a daycare at 1680 Santa Rosa Road, she mentioned the opportunity for dialogue would be at the RDKB Board of Directors meeting on Thursday July 28, 2016 in Trail. Donna then read four written

submissions into the record received by members of the public (*see attached emails from Wally Semenoff, Sarah Leslie, Lillian Yeager, and Rupert Oldroyd*)

Director McGregor then opened the hearing for comment.

Norm Cabana, questioned how many legal non-conforming land uses were currently taking place in Christina Lake. He also had concerns regarding the process and people making the decisions for approving TUP permits.

Joe Tatangelo, wanted to know of an example of a TUP permit in the community and where TUPs can be applied to the land.

Wayne Shirshoc, requested clarification regarding the processing for TUP and the public notification requirements.

Patricia Palmer, was not in support of the proposed Bylaw 1596.

Joe Tatangelo, was not in support of the proposed Bylaw 1596 as it exists. He stated Christina Lake is a small and unique community. He does not agree with using language from other Electoral Areas within the Regional District just to maintain consistency.

Wayne Shirshoc, was not in support of proposed Bylaw 1596.

Suzanne Paquette, was in support proposed Bylaw 1596 and understands that TUP can be issued in other areas as the bylaw is written currently.

Dee Dee Smith, was not in support of proposed Bylaw 1596 as it applies to all parcels. If the bylaw was modified to exclude park and residential areas, then she would be in favour.

Sue Walker, noted flexibility in the planning process is important and that she thinks community members are fearful of change. She thinks the amendment would create a level playing field so that all applications would be considered in more areas.

Dee Dee Smith, was concerned regarding the length of TUP and questioned the idea of 'temporary' if something was there for several years.

Suzanne Paquette, emphasized there is a process with each application and that this was not a 'blanket' approach.

Sandra Dowedoff, was not in support of proposed Bylaw 1596.

Edith Palmer, was not in support of proposed Bylaw 1596.

Joe Tantangelo, wanted clarification on who makes decisions to approve TUP applications.

Julie Randall, was in support of proposed Bylaw 1596.

Joe Tatangelo, acknowledged difference between the TUP application for 1680 Santa Rosa Road and proposed Bylaw 1596 to amend the Electoral Area 'C'/Christina Lake OCP Bylaw No. 1250.

Suzanne Harrison, was in favour of proposed Bylaw 1596, however she thought the language could be modified.

Annie Rioux, spoke to TUPs versus rezoning, as she currently has an application being processed for a TUP permit. She acknowledged the members of the public and suggested she would support modification of the language to Bylaw 1596 to remove conflict and concern within residential areas.

Lillian Yeager, wanted clarification on whether the TUP application for a daycare at 1680 Santa Rosa Road would be conducted as a nonprofit.

Stacey O'Donnell, was in support of Bylaw 1596 and values the diversity and new opportunity for community members. She appreciates the flexibility that a TUP offers, as well as a safety net of expiry if it is not a compatible use.

Chris O'Donnell, was in support of Bylaw 1596 and thinks it would support the community.

Jim Lewall, questioned if a daycare would classify as commercial or institutional. He noted he supported the logical correction of the existing bylaw regarding commercial permits being permitted within the commercial zone but acknowledged the concern from members of the public at the meeting regarding TUPs being permitted in residential areas and potential for conflict.

Rupert Oldroyd, mentioned there was existing land available where zoning permits for a daycare. He does not support a bylaw amendment to TUPs within the OCP at this time as he would like to wait until a comprehensive review is scheduled for the Electoral Area 'C'/Christina Lake OCP.

Lillian Yeager, posed the question if it was possible to amend and address the existing language within the OCP regarding commercial and industrial TUP and leave the rest of the proposed amendments for the comprehensive Electoral Area 'C'/Christina Lake OCP review.

Pat Tatangelo, was not in support of Bylaw 1596 due to the present wording of the bylaw.

Ken Palmer, would like to see parks, residential, and public areas excluded so that TUPs cannot be applied for in these areas.

Norm Cabana, referred to the TUP application for the daycare at 1680 Santa Rosa Road and wanted to know if it could open and operate as is without a TUP.

Pat Tatangelo, wanted to know if the daycare operators had consulted the school board.

Jim Lewall, wanted clarification on the proposed Bylaw amendment and that he supports the logical change to the existing language but notes concerns regarding potential land use conflict with TUP in residential areas.

Norm Cabana, is not in support of proposed Bylaw 1596 because he feels it is too broad and gives administration staff too much power to discourage applicants.

Ken Wiesner, was in support of mixed use in 'downtown core', and he feels TUP can encourage development in an orderly manner.

Susan Walker, would like to see greater trust in community members, the process, and the Board. She notes there is still public input and notification requirements involved with TUP applications. She believes the residents and Board will look out for best interest of the community when assessing these applications.

Joe Tatengelo, stated there is a lot of power that lies with the Area Director and believes there is an ability to influence the Board of Directors.

Nola Delaye, was in support of proposed Bylaw 1596.

Dee Dee Smith, questioned the process which would be required to modify language of proposed Bylaw 1596.

Jim Lewall, wanted to clarify he supports the modification of commercial and industrial TUP being permitted in commercial and industrial zones.

Director McGregor then asked if there were any additional questions or comments from the public. There being none, the public hearing was adjourned at 7:02 P.M.

I hereby certify that this is a fair and accurate record of the Public Hearing for Regional District of Kootenay Boundary proposed Bylaw No. 1596 to amend Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250.

Recording Secretary

Chairperson

Jeff Ginalias

From: Wally Semenoff [wsemenoff@gmail.com]
Sent: June-16-16 10:52 AM
To: Jeff Ginalias; Planning Department; Grace McGregor
Subject: Official Community Plan Bylaw Amendment – Temporary Use Permits

I wish to express my concern with regard to the proposed OCP amendment which would expand the potential for the use of Temporary Use permits within all of Area 'C'. It appears that the rationale for this amendment is to allow a daycare to operate in a commercial area. As the proposed use is not permitted an amendment to the current zoning is required. To expedite the process a TUP is being proposed in order to save the time required for referral of a zoning amendment to the Ministry of Transportation & Hwy. The use of TUP's was not intended to circumvent the rezoning process.

The proposed OCP amendment to expand TUP's for the entire area 'C' could potentially lead to encouraging applications for inappropriate land uses. In most jurisdictions TUP are restricted to rural, commercial or industrial zoned areas. The amendment as proposed could lead to applications for TUP's in residential areas. This was not the intention of the legislation when enacted in 2000. The use of TUP's in Area 'C' should remain as currently contained in the OCP. This matter should be dealt with at the time of a comprehensive review of the OCP. It is presumptive to state as noted in the staff report " However, when the comprehensive review of the Electoral Area 'C'/Christina Lake OCP begins in the near future, a broader approach to temporary use permit applicability than the current provisions will likely be considered, and language similar to those listed above would probably be adopted."

With regard to the proposed daycare, a mini-strip mall with no sidewalks and limited outdoor play area does not see like an ideal location. However, if the daycare land use is deemed appropriate for this location I would suggest that the processing of an OCP amendment and rezoning could be expedited by various means in order to meet the desired fall start of the daycare.

Wally Semenoff
 120 Alpine Rd.
 Christina Lake, B.C.

Donna Dean

From: Sarah Leslie [adoralady@gmail.com]
Sent: July-25-16 10:01 AM
To: Donna Dean
Subject: OCP ammendment for temporary use permits

Hi Donna

I am opposed to the proposed bylaw 1596 - to ammend Electoral Area 'C' / Christina Lake Official Community Plan Bylaw No. 1250, in its current form.

I would like to see wording that excludes sensitive zones like residential and park.

Regards
Sarah Leslie
Christina Lake, B.C.

Donna Dean

From: John MacLean
Sent: July-25-16 12:22 PM
To: Donna Dean
Subject: FW: Proposed bylaw to amend Chritina Lake OCP

JMM

-----Original Message-----

From: Lillian Boyd [<mailto:lillianboyd65@gmail.com>]
Sent: July-25-16 11:56 AM
To: John MacLean
Subject: Re: Proposed bylaw to amend Chritina Lake OCP

JULY 25, 2016
11 am

TO: JOHN McLEAN and THE BOARD

This is my vote; NO on Bylaw No.1602 and 1596, whichever is the subject of the hearing today in Christina Lake.

As to the "Intent to Issue a Temporary Use Permit", it would have my approval subject to all other approvals needed to fullfil the legal requirements of a child care centre.

The Temporary Use Permit being cancelled should the child care cente known as "The Little Lakers Learning Centre" not be able to aquire all permits to open.

Lillian Boyd Yeager
59 Johnson Road
Christina Lake, B.C.
VOH 1E2

250-447-9538

Donna Dean

From: Rupert Oldroyd [rupertoldroyd@gmail.com]
Sent: July-25-16 1:03 PM
To: Donna Dean
Subject: regarding the proposed bylaw #1596

Hi Donna

regarding the proposed bylaw #1596 to change the OCP, here is my statement:

One of the key aspects for a community to grow depends on relative certainty of commercial investment. Another aspect is that the citizens trust in their local government to hold true to the design of the community, and have their voices heard when a change to the design is to happen.

I believe that the movement towards more flexibility and less public input in the design of the community will undermine potential business growth and lead to general disarray.

I am opposed to Bylaw 1596 – to amend Electoral Area 'C' / Christina Lake Official Community Plan Bylaw No. 1250, in it's current wording.

I would like to see the part of the amendment proceed which includes removal of policy # 2.1.3.10 and policy # 2.6.3.9, alone without any additions.

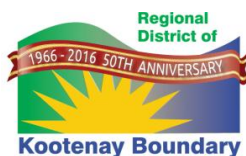
Alternately:

If the current amendment is to proceed I would like to see the addition in policy #2.0.1 be subject to section 464 (**Requirement for public hearing before adopting bylaw**) of the Local Government Act as if a Resolution, to adopt a proposal for a Temporary Use Permit, were a zoning bylaw.

Regards

Rupert Oldroyd

Christina Lake, B.C.



STAFF REPORT

Date:	July 28, 2016	File #:	C-46
To:	Chair McGregor and Members of the Board		
From:	Donna Dean, Manager of Planning and Development		
RE:	Bylaw No. 1596 Regarding Temporary Use Permits for Electoral Area 'C'/Christina Lake		

ISSUE INTRODUCTION

Bylaw No. 1596, a bylaw to amend the Electoral Area 'C'/Christina Lake Official Community Plan (Bylaw No. 1250) was read a first and second time on June 23, 2016 and a public hearing was held on July 25, 2016. The purpose of Bylaw No. 1596 is to change the current policy direction regarding temporary commercial and temporary industrial use permits to allow the Board to consider all types of temporary use permits in all land use designations.

HISTORY / BACKGROUND FACTORS

The minutes of the public hearing are presented as a separate item on the Board agenda. Approximately 23 people were in attendance and four written submissions were received, read out at the hearing and attached to the minutes.

There was general support for the amendment to allow consideration of temporary commercial and temporary industrial use permits in the 'commercial' and 'industrial' land use designations, respectively, the omission of which is viewed as a weakness in the current OCP. However concern was expressed with allowing consideration of any type of temporary use in the entire plan area particularly in the 'residential' and 'park' land use designations, since a number of attendees believed it could lead to poor land use decisions.

IMPLICATIONS

Policy that allows the Board to consider all types of temporary use permits throughout the plan area gives flexibility to land owners to propose uses for a set period of time. If the use is successful and fits well with adjacent land uses and the community, the owner can apply to amend the land use bylaws. If the use is unsuccessful or a poor fit for the community, the use will cease. It is a challenge to anticipate all types of uses and potential locations for those uses that may benefit the community and list them in

policies. Temporary uses can act as an incubator that may start in one location or zone and if successful either move to another location or stay in place with changes to the land use bylaws.

The decision as to whether to grant a temporary use permit lies with the Board and the public is notified regarding a pending consideration of a temporary use permit via a sign posted on the subject property, a newspaper ad, letters to adjacent property owners, and a public portion of a Board meeting where attendees are invited to provide input.

RECOMMENDATION

That Bylaw No. 1596 be read a third time and adopted and that policy regarding temporary use permits be given careful consideration during the comprehensive review of the Official Community Plan to address the needs expressed at the public hearing.

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY
BYLAW No. 1596**

A Bylaw to amend the Electoral Area 'C'/Christina Lake Official Community Plan
Bylaw No. 1250, 2004 of the Regional District of Kootenay Boundary

WHEREAS the Regional District of Kootenay Boundary may amend the provisions of its Official Community Plans pursuant to the provisions of the *Local Government Act*;

AND WHEREAS the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'C' Official Community Plan regarding issuing temporary use permits;

AND WHEREAS the Regional District of Kootenay Boundary has considered the requirements under Section 475 of the *Local Government Act* with respect to early and ongoing consultation;

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

1. Remove Policy #2.1.3.10.
2. Remove Policy #2.6.3.9.
3. Insert the following new section between '2 Goals/Objectives/Policies' and '2.1 Commercial':

"2.0.1 Pursuant to the authority granted at Section 492 of the Local Government Act, the entire Plan Area is designated to allow for temporary uses. Such temporary use permits will be subject to site-specific operational conditions to ensure that the temporary land use will be compatible with the surrounding area."

READ A FIRST AND SECOND TIME this 23rd day of June, 2016.

PUBLIC HEARING held on this 25th day of July, 2016.

READ A THIRD TIME this 28th day of July, 2016.

FINALLY ADOPTED this 28th day of July, 2016.

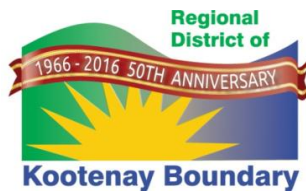
Manager of Corporate Administration

Chair

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, hereby certify that this is a true and correct copy of Bylaw No. 1596, cited as "Regional District of Kootenay Boundary Official Community Plan Amendment Bylaw No. 1596, 2016".

Manager of Corporate Administration

Electoral Area 'C' OCP Amendment Bylaw No. 1596



STAFF REPORT

Date:	July 26, 2016	File #:	C-498-02999.080
To:	Chair McGregor and Members of the Board		
From:	Jeff Ginalias, Senior Planner		
RE:	Temporary Use Permit – Child Care Centre		

ISSUE INTRODUCTION

The owners of the subject property at 1680 Santa Rosa Road, also known as "Santa Rosa Corner", have applied for a Temporary Use Permit (TUP) to allow a child care (day care) centre to operate out one of the units in the 3 unit commercial complex (*see Site Location Map*). The TUP application is being submitted since a child care centre is not a permitted use in the C2 Zone. This application should not be considered by the Board of Directors unless Bylaw No. 1596, which would allow consideration of a TUP in the commercial zone, is adopted.

HISTORY / BACKGROUND FACTORS

The property is designated Highway Commercial in the Area 'C' OCP and zoned Highway Commercial 2 (C2) in the Area 'C' Zoning Bylaw. The applicants purchased the subject parcel in 2015 and obtained a Development Permit to construct a 3 unit commercial building. The building and the previously existing cottage are serviced with water (Christina Waterworks) and on-site septic systems. A hair salon recently began operating out of the cottage and a commercial store is operating in the center unit of the 3 unit building. The proposed child care facility would be in the westerly unit (Unit B), with a fenced play area in back.

In the Electoral Area 'C'/Christina Lake Zoning Bylaw, day care (child care) centres are included in the definition of "*Institutional Use*" (along with schools, government offices, community halls, libraries, and religious institutions, to name some others). There is a specific zone for "Institutional and Community Facilities" (e.g. the Fire Department parcel and the border/customs parcel), and "*Institutional Use*" is a permitted use in the 'Core Commercial Zones' (C1 and C1A, the commercial parcels west of the highway). However, "*Institutional Use*" is not a permitted use in the other commercial zones, or in any other Electoral Area 'C'/Christina Lake zones. Thus, to permit a child care centre of a certain size to operate on this parcel requires a land use change; either a rezoning or a TUP. For the reasons discussed below, the applicants are pursuing a TUP.

PROPOSAL

The applicants request a TUP to allow a child care centre to operate out of one of the existing commercial units on the parcel (*See Applicant's Submission*). The child care centre capacity will be for 16-20 children, with an enclosed outdoor play area in the back. The layout, space and operating requirements will be reviewed as part of the licensing process with the Province (Interior Health Authority).

IMPLICATIONS

The *Local Government Act* grants local governments the authority to issue TUPs. The statute prescribes the public notice requirements, and establishes what a TUP may do. The Board has discretion whether to issue a permit and can establish the terms and conditions as part of the permit. A TUP may do one or more of the following:

- Allow a use not permitted by a zoning bylaw;
- Specify conditions under which the temporary use may be carried on; or
- Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.

Once issued, a TUP expires after 3 years (unless an earlier date is provided for in the permit), with a possibility of being renewed once. The renewal would be for a maximum of 3 years, or an earlier date. So, if approved the maximum term for this permit, with renewal, is six years. A renewal is subject to approval (it is not a right of renewal) and new terms and conditions can be imposed, if deemed appropriate. If the permit is not approved, or renewed, there is no administrative or judicial appeal process or remedy.

Notwithstanding, the temporary use discussion, a small child care centre (8 children or less) can operate on this parcel, or any other parcel, without getting local government land use approval. The *Community Care and Assisted Living Act* permits a community care facility to be used as a child care for not more than 8 persons to operate most anywhere in the Province, regardless of local government land use restrictions to the contrary. The facility must still comply with the appropriate licensing and permitting (building code provisions, child care staff training and certifications, etc.), however, the applicants want the facility to have a big enough capacity to serve the needs of the community, which they deem to be more than 8 children. Accordingly, they are applying for a TUP.

Temporary Use Permit vs. Rezoning application

Applying for a TUP to allow for a child care centre on this parcel is not the only tool available to the applicants to get the necessary land use approval. As noted, they can operate a small child care centre regardless of the zoning or land use status. For a bigger operation, another option is to rezone the parcel (this would require both an OCP and zoning bylaw amendment). The applicants considered that, but chose to pursue the temporary use option.

A TUP is not a substitute for a rezoning. Each has its own place and serves particular uses and needs. The applicants have weighed the risks and benefits to both

approaches. They know that both a rezoning and a TUP require approval, and neither is taken for granted.

From a local government land use perspective, there are some benefits to the applicants pursuing a TUP process rather than re-zoning. As the name states, if approved, a TUP is temporary. If the use is not successful or is not compatible with the neighbourhood, at the end of the term it expires and the use goes away. It does not continue on as a permitted use, as a rezoning would.

A TUP can be crafted specific to the proposed activity. Specific terms and conditions can be included in the permit to make the use or activity fit well with the neighborhood. A rezoning is generally less prescriptive. In this case, for a TUP, the proposal could be limited to the part of the building and an immediate outdoor area, and not the whole parcel. As the provincial licensing requirements for child care centres are very specific, if this proposal is approved, it seems that terms such as capacity, hours of operation and similar should be left to the licensing authority.

Finally, if the permit is approved and the use is found successful and compatible, the parcel can ultimately be rezoned. The zoning provisions can then be tailored more towards the specific use, based on the experiences and operations under the TUP.

REFERRALS

This application was referred to the following agencies, none of which expressed concern with the application: Interior Health Authority, Ministry of Transportation and Infrastructure, Christina Lake Fire Department, and the RDKB Building Inspection Department.

APC COMMENTS

The Electoral Area 'C'/Christina Lake APC supports this application without reservation.

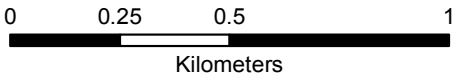
BACKGROUND INFORMATION PROVIDED

Site Location Map

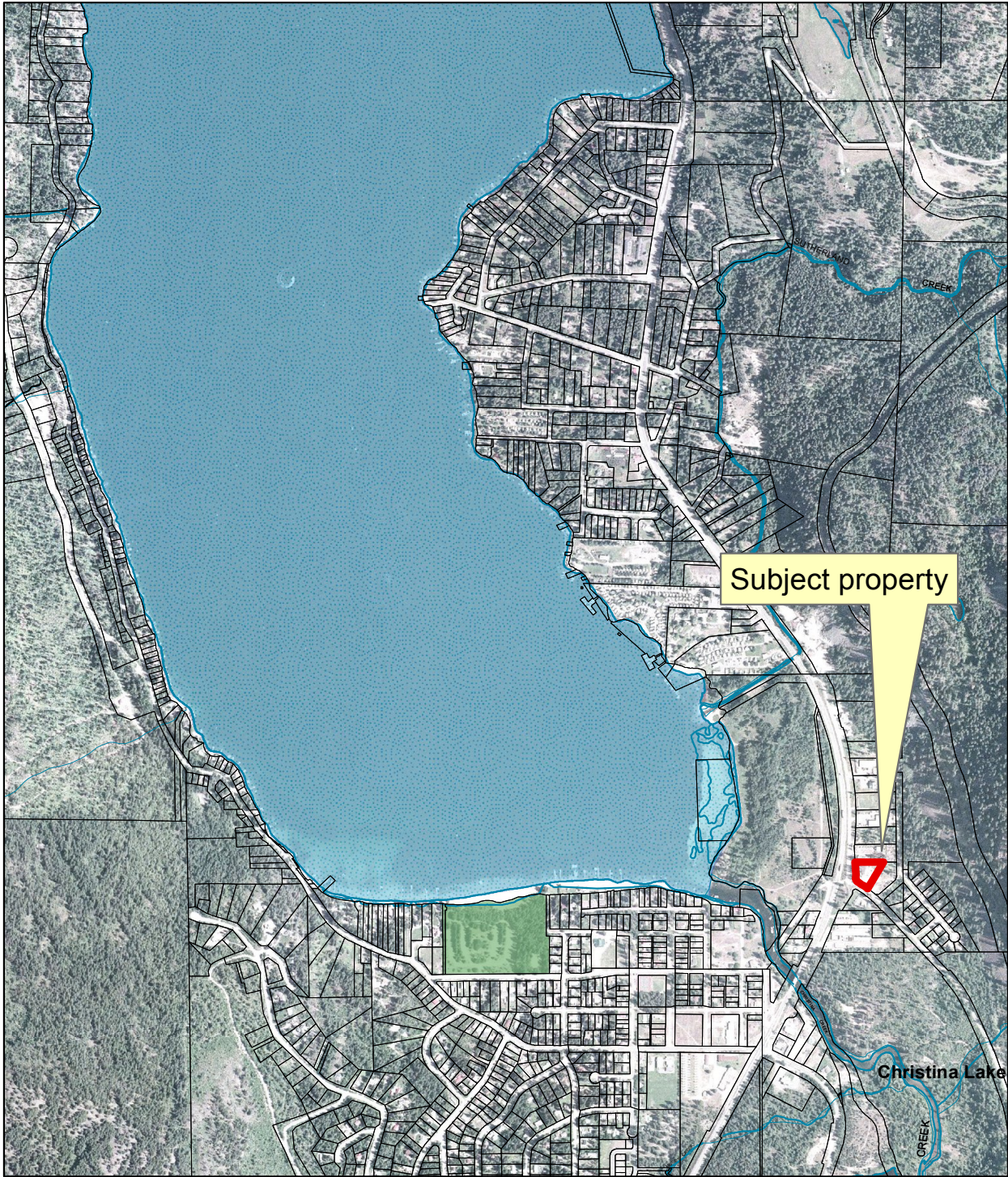
Applicants' Submission

RECOMMENDATION

That the application for a Temporary Use Permit submitted by Annie M. Rioux and Thomas M. Renold to operate a child care centre on the property located at 1680 Santa Rosa Road, legally described as Lot 8, DL, 498, SDYD, Plan KAP46442, be supported, and that a Temporary Use Permit to establish and operate a child care centre for 3 years be issued.




Site Location Map



Projected Coordinate System:
NAD 83 UTM Zone 11N

Applicants Submission

 <p>Regional District of Kootenay Boundary</p>	PLANNING AND DEVELOPMENT DEPARTMENT APPLICATION FORM ELECTORAL AREAS 'A' TO 'E'	
RDKB Main Office 202-843 Rossland Avenue Trail, BC V1R 4S8	Telephone: 250-368-9148 Fax: 250-368-3990	Toll Free: 1-800-355-7352 Email: plandept@rdkb.com
RDKB Sub-Office PO Box 1965 Grand Forks, BC V0H 1H0	Telephone: 250-442-2708 Fax: 250-442-2688	Toll Free: 1-877-520-7352 Email: plandept@rdkb.com

TYPE OF APPLICATION (PLEASE CHECK THE APPROPRIATE BOX):

- (a) ☐ Zoning Amendment Only
- (b) ☐ Zoning & Official Community Plan Amendment
- (c) ☐ Official Community Plan Amendment Only
- (d) ☐ Development Permit
- (e) ☐ Development Permit Amendment
- (f) ☐ Development Variance Permit
- (g) ☒ Temporary Use Permit
- (h) ☐ Temporary Use Permit Renewal
- (i) ☐ Site-specific exemption to Floodplain Bylaw
- (j) ☐ Designation of Heritage Properties

APPLICATION FEES:

Types (a) or (c) application.....	\$1000.00	+ \$100.00 Sign Fee
Type (b) application	\$1200.00	+ \$100.00 Sign Fee
Type (d) application for construction value exceeding \$4000.00	\$200.00	
Type (d) application for construction value under \$4000.00	\$50.00	
Type (e) application.....	\$50.00	
Type (f) application	\$450.00	+ \$100.00 Sign Fee
Type (g) application.....	\$650.00	+ \$100.00 Sign Fee
Type (h) application	\$200.00	
Type (i) application	\$200.00	
Type (j) application	\$1,000.00	

Please make all cheques payable to *The Regional District of Kootenay Boundary*DEVELOPMENT PROPOSAL SIGN FEE**

The Regional District's Fees and Procedures Bylaw No. 1231 requires the posting of a Development Proposal Sign in certain circumstances. If such a sign is necessary, a fee of \$100 additional to the above-noted fees, is required for the sign board and preparation of text. Applicants will be refunded \$70.00 once the sign has been returned to the RDKB in good condition.

REFUNDS:

If type (a) or (c) application is denied before public hearing.....	\$500.00
If type (b) application is denied before public hearing.....	\$600.00
If a Development Proposal Sign is returned in good condition	\$70.00

**Fees for applications (a) to (j) are refundable.

Names of registered owner: CL R&R 105 9302 BC LTD Owners: Annie Rioux
or THOMAS REYNOLDS.

Address: 1680 Santa Rosa Road, Unit B
Christina Lake, BC V0H 1E0

Phone: 250.443.1548

Email: annie-rioux@hotmail.com

Land Area in ha: 0.97 Acre

Legal Description of land under application C2 1680 Santa Rosa Rd
Christina Lake BC V0H 1E0

Applicants Submission

Please explain your reasons for requesting this application, and please also describe in detail your development proposal (use space provided on the back of this form, or attach a separate sheet of paper if needed):

This request for a temporary permit is done on behalf of our future tenant, the Little Lakers Learning Centre (LLC), in order to start a daycare at 1680 Santa Rosa Road, Christina Lake, BC. The TMP will allow the LLC to work at this location and truly see if the community demand is sufficient for their services, prior to request a zoning amendment*. This future amendment request will be to modify the current permitted principal uses under Highway Commercial 2 Zone (C2), to possibly allow institutional use.

Thank you for your time & consideration!

SUPPORTING INFORMATION REQUIRED

In support of your application, please answer the following questions:

	YES	NO
1. Are there any Restrictive Covenants registered on the subject property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Are there any registered Easements over the subject property?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there legal and practical road access to the subject property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**The following information is also required (failure to do so may delay or jeopardise the application):

1. A copy of the Certificate of Title or recent Tax Assessment notice for the subject property or properties;
2. A plan drawn to an appropriate scale, accompanied by a written report (if necessary) showing:
 - the legal boundaries and dimensions of the subject property;
 - boundaries and dimensions of any proposed lots (if subdivision is being proposed);
 - the location of any physical or topographic constraints on the subject property (such as watercourses, shorelines, ravines, wetlands, steep slopes, bedrock outcrops, etc.);
 - the location of permanent buildings and structures on the subject property;
 - the location of any proposed buildings, structures or additions thereto;
 - the location of any existing or proposed access roads, driveways, screening and fences;
 - the proposed method of sewage disposal and the location of any existing and/or proposed septic tank, tile field, sewer line or similar, and water sources (well or community water service pipe location); and
 - the location of any earthworks/grading and/or proposed landscaping on the subject property.
3. Application types (d) and (i) only: A copy of a professional's report which addresses relevant development permit guidelines may be required. Please consult the Regional District Planning and Development Department if you are unsure about this requirement.
4. Additional material, or more detailed information may be requested by the Regional District upon reviewing your application.

If the Regional District believes it to be necessary for the property boundaries and the location of improvements thereon to be more accurately defined due to uncertainty over natural boundaries of watercourses or other reasons, a sketch prepared by a British Columbia Land Surveyor may be required. The voluntary submission of such a sketch may prevent a possible delay in processing the application.

Applicants Submission

Should the property owners elect to have someone act on their behalf in submission of this application, the following Agent's Authorization section must be completed.

AGENT'S AUTHORIZATION

I, _____ hereby authorize _____ to act on my behalf in respect of this application.

Name of Authorized Agent: _____

Address of Agent: _____

Telephone/Fax: _____ Email: _____

Signature of Owner _____ Date: _____

The following Declaration should be completed **ONLY** if the subject property **HAS NOT** been used for industrial or commercial activity as defined on the attached Contaminated Sites Regulation Schedule 2.

DECLARATION PURSUANT TO THE ENVIRONMENTAL MANAGEMENT ACT

I, Annie Riary, owner of the subject property described on this application form, hereby declare that the land which is the subject of this application has not, to my knowledge, been used for industrial or commercial activity as defined in the list of "Industrial and Commercial Purposes and Activities" (Schedule 2) of the *Contaminated Sites Regulation* (B.C. Reg. 375/96). I therefore declare that I am not required to submit a Site Profile under Section 40.1 or any other section of the *Environmental Management Act*.

Annie Riary
Signature

June 7th, 2016
Date

Please submit this application form to our office(s) with appropriate fees and supporting information (page 2).

NOTE: Should the subject property have been used for the purpose of any category listed on **Schedule 2**, a **Ministry of Environment Site Profile form Schedule 1** (available from Regional District offices in Trail and Grand Forks or on the RDKB web site www.rdkb.com) must be completed and submitted to our offices with this Application form and the appropriate RDKB fees.

I, the undersigned, hereby certify that the information provided with respect to this Regional District of Kootenay Boundary application is full and complete and is, to the best of my knowledge, a true statement of the facts related to this application.

Annie Riary
Signature of Owner

June 7th, 2016
Date

****Applicants are entitled to appear before the Electoral Area Advisory Planning Commission and the Planning and Development Committee to explain the nature of their request. Should the applicant choose to exercise this option it is their responsibility to contact the Electoral Area Advisory Planning Commission Chairperson, or the RDKB Planning and Development Department Secretary, as is appropriate, with respect to meeting schedules and procedures. As a final option, the applicant may also choose to appear before the full RDKB Board of Directors to explain the nature of their request. Appearances before both the Planning and Development Committee and the Board of Directors require written notification at least one week prior to the scheduled meeting. Information as to RDKB meeting schedules may be obtained on the RDKB web site www.rdkb.com or by calling the Regional District of Kootenay Boundary Trail office.**

Applicants Submission

Please use this additional space to explain your reasons for requesting this application and to describe your development proposal.

* Note:

The 100 will also allow the LLC to operate for up to 16-20 kids.

● Attachments Included:

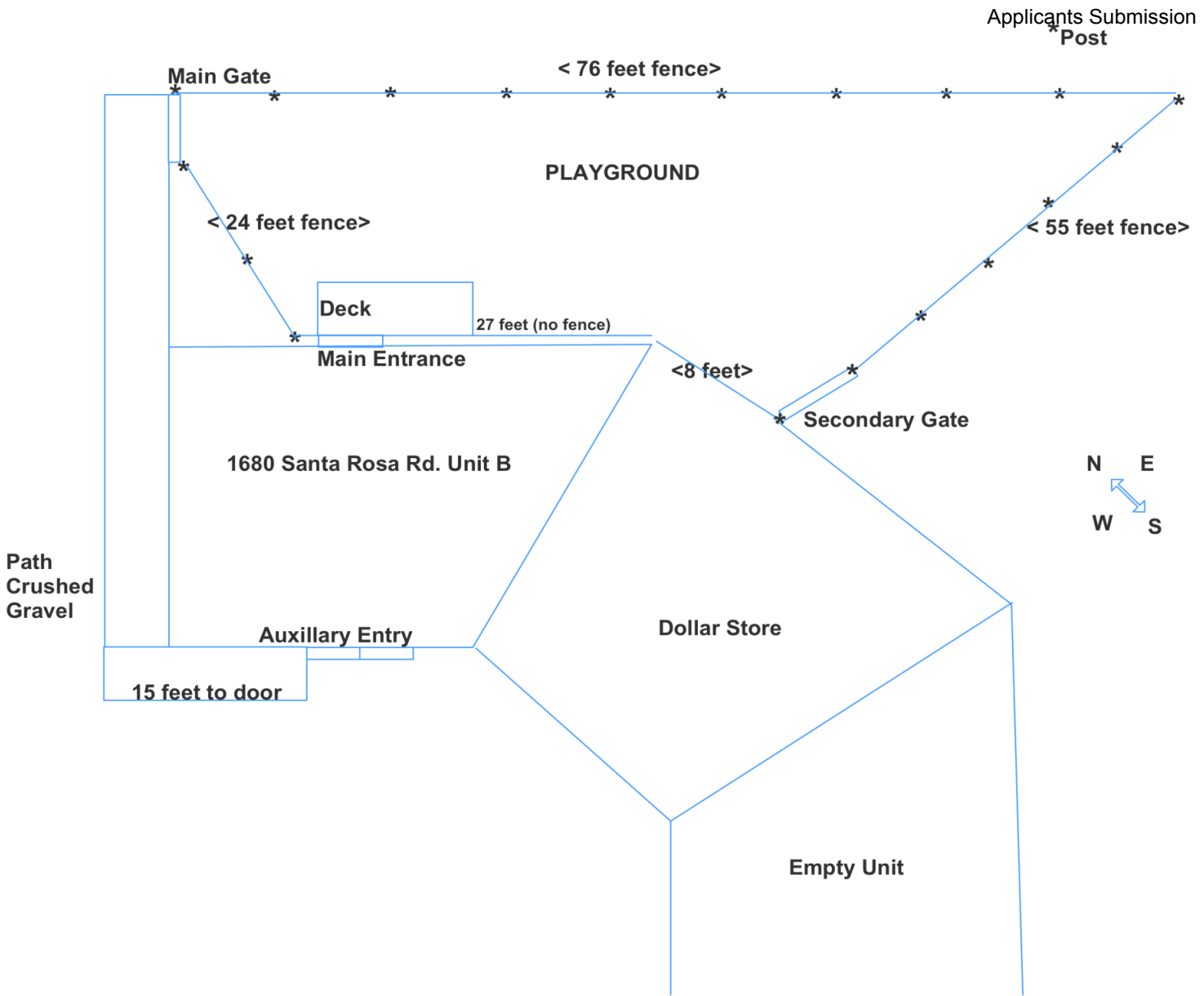
SBC-PHO Commercial Building Permit Plans: parking plan/view as changed slightly, but represent building plans

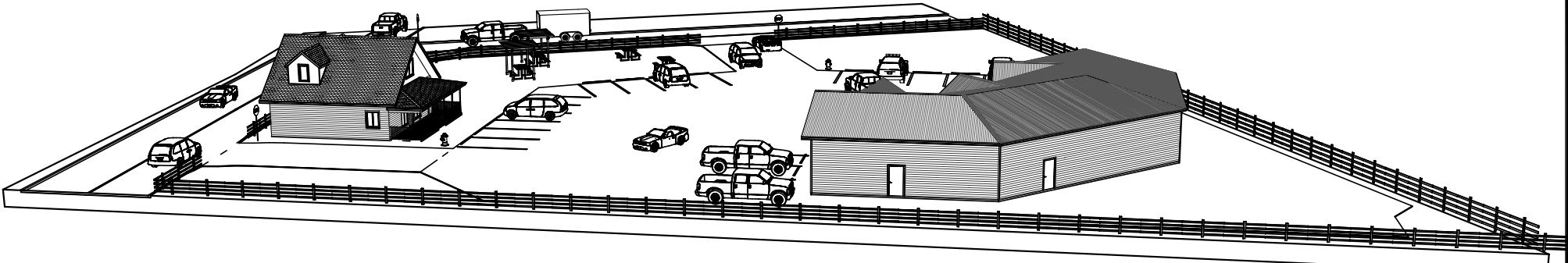
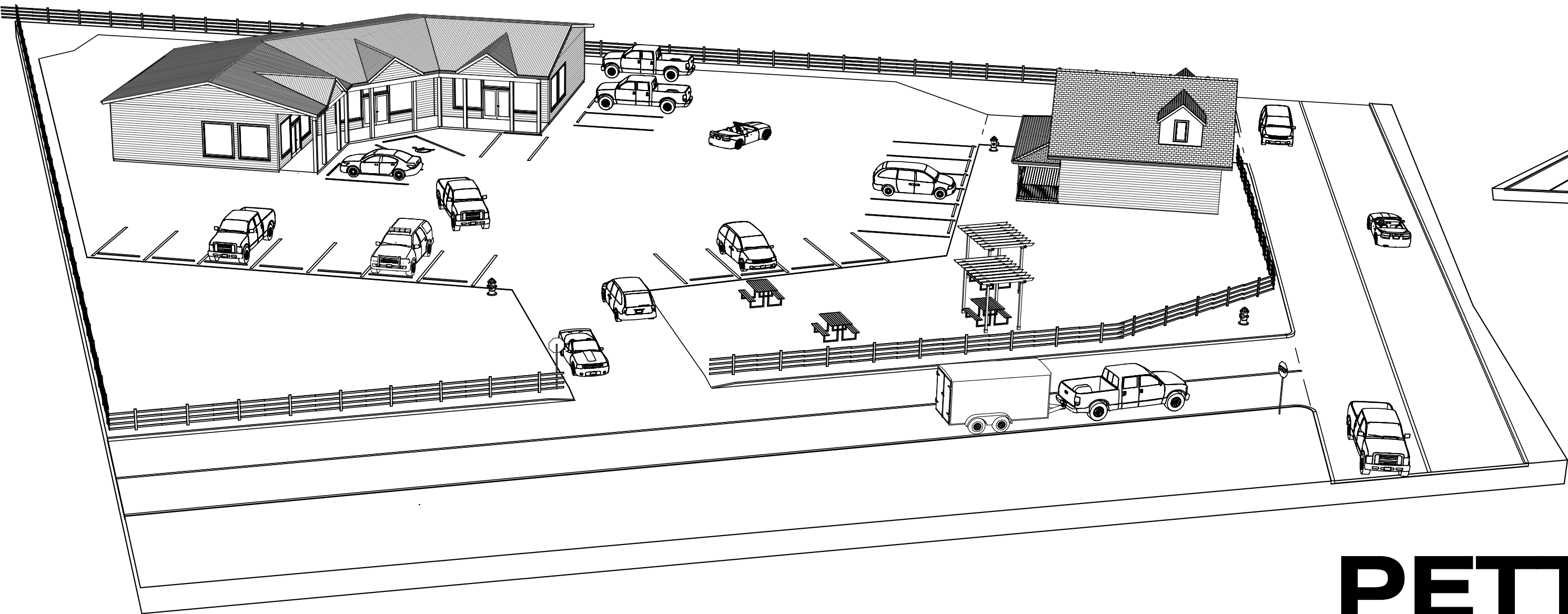
Scene LLC: reflects where playground will be located

Atacey O'Donnell 2016 CL Childcare: letter of reference from Boundary Child Care Resource & Referral

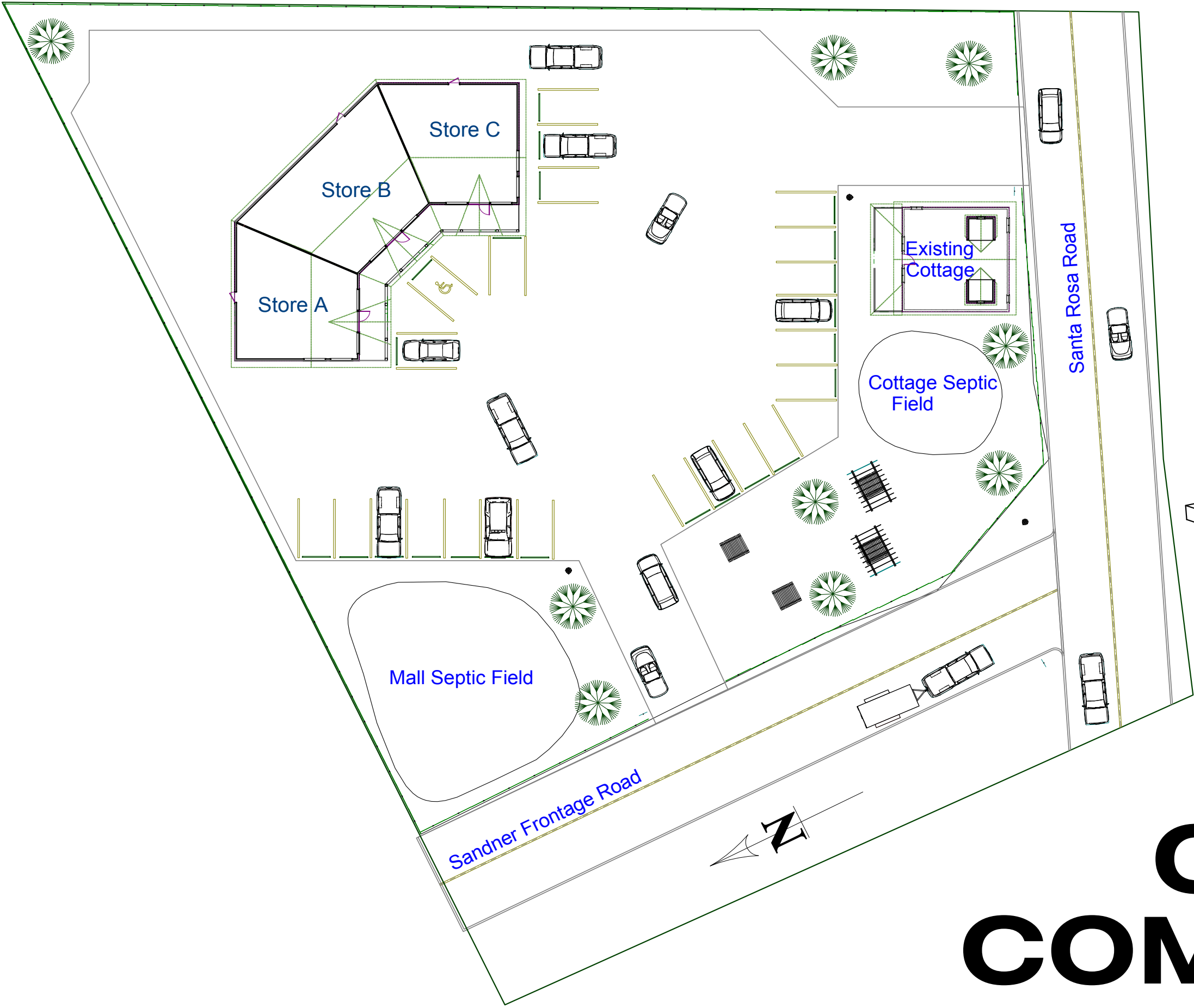
Parking Notes:

- Parking lines will soon be painted on our lot. We will have signs upon the entrance requesting a speed limit of 15 KM/HR on property. We will also have 2 parking spots dedicated for drop-in, right in front of the LLC unit, along side a wheelchair access spot. These measures will help the traffic flow on our lot, helping the LLC at the same time.

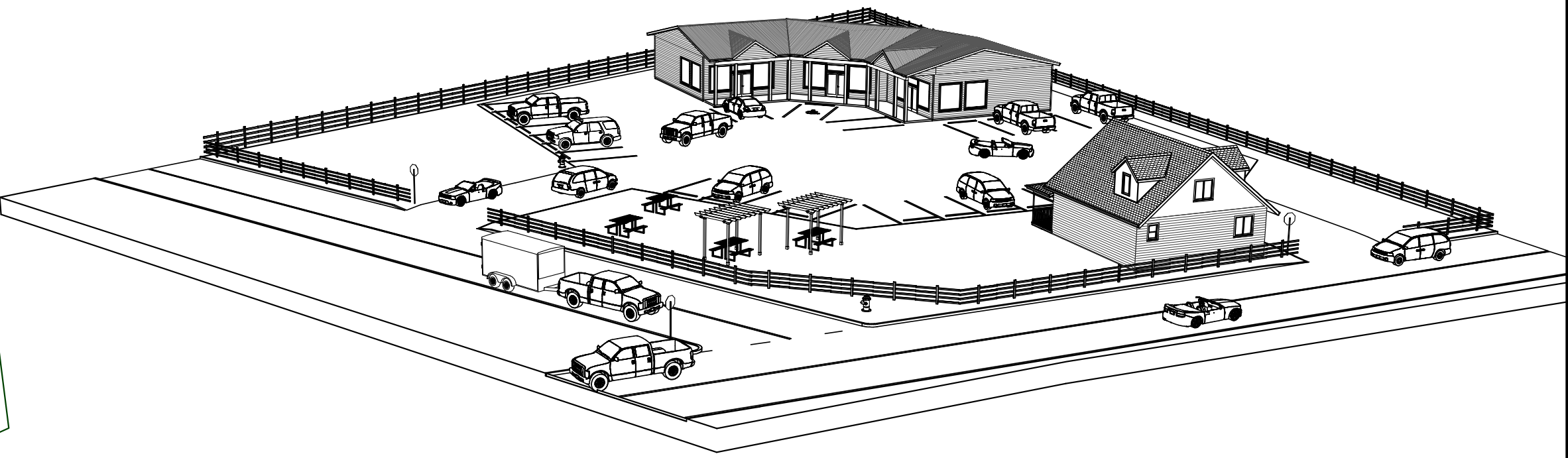




PETTAPIECE HOMES & DEVELOPMENTS



CHRISTINA LAKE COMMERCIAL BUILDING



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General Notes

Contractors and Sub Contractors Responsible for checking all Details and Dimensions while reporting any Discrepancies to P.H.D.

Engineering, required for concrete work is the responsibility of the owner. Foundation design to be checked by local engineer to suit soil conditions.

Electrical, Plumbing and Mechanical systems to be determined by installing contractors.

Truss manufacturers design takes precedence.

Floor system manufacturers design takes precedence.

It is the responsibility of the owner/contractor to verify plans with all local building authorities and codes both municipal and governmental.

These drawings have been produced by P.H.D. with the utmost care. However, P.H.D. does not take responsibility for any errors or omissions.

These Drawings are the property of P.H.D. Any reproduction without the consent of P.H.D. is strictly prohibited.

OTHER NOTES:

PROJECT STATUS

PERMIT DRAWINGS

ENGINEERS/INSPECTORS APPROVAL:

Project Name and Address

CL COMMERCIAL BUILDING
CHRISTINA LAKE, B.C.

Drawn By: COREY

Date: JULY 2015

Scale: As Stated on Plans



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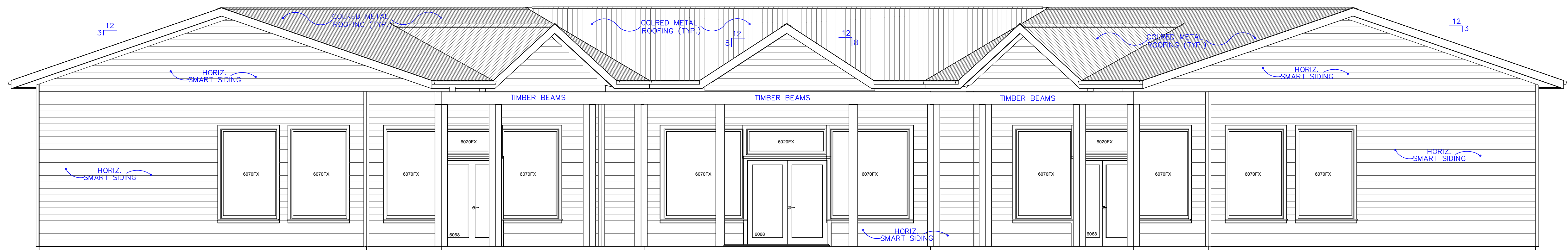
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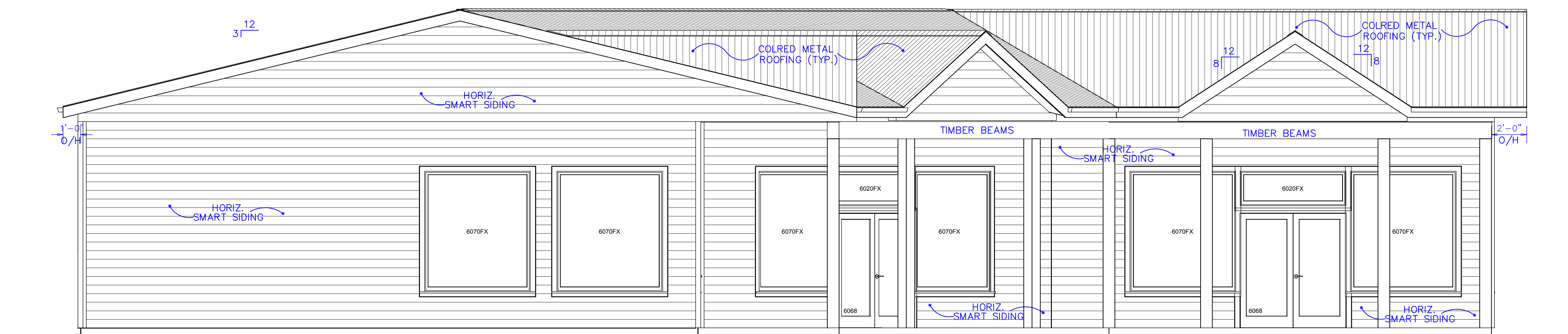
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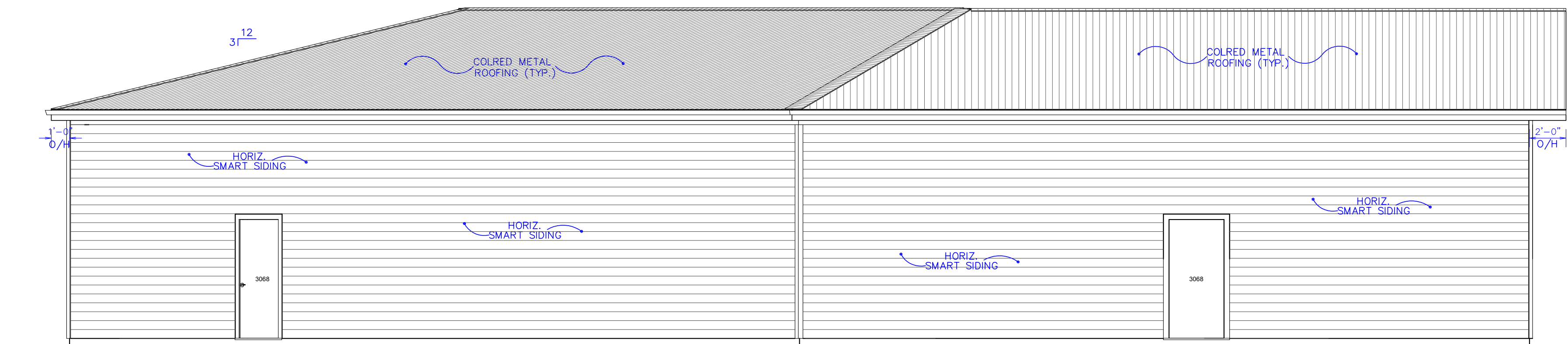
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FRONT ELEVATION
SCALE: 1/4"=1'-0"



LEFT-SIDE ELEVATION
SCALE: 1/4"=1'-0"



REAR ELEVATION
SCALE: 1/4"=1'-0"



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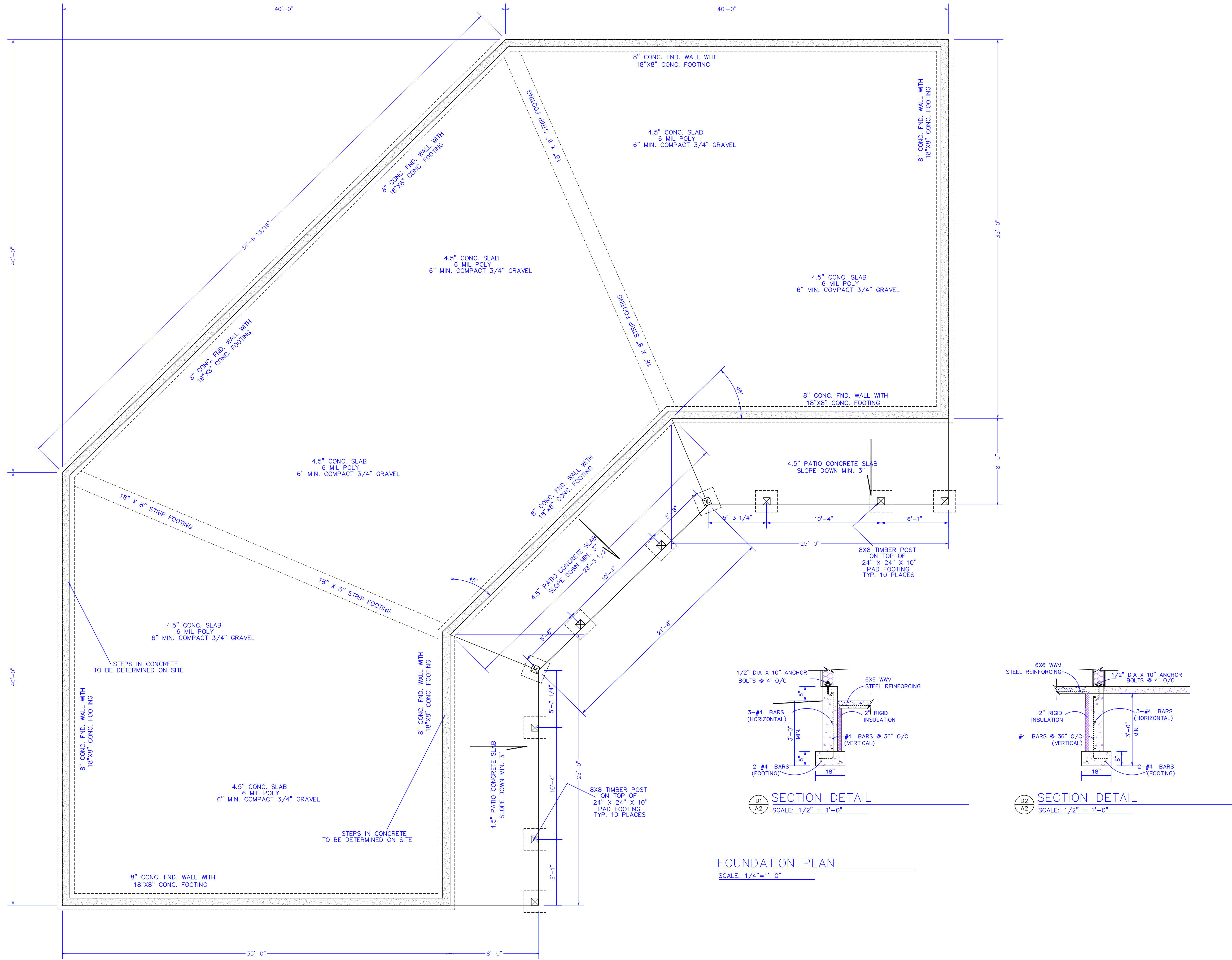
COREY

Date

JULY 2015

Scale

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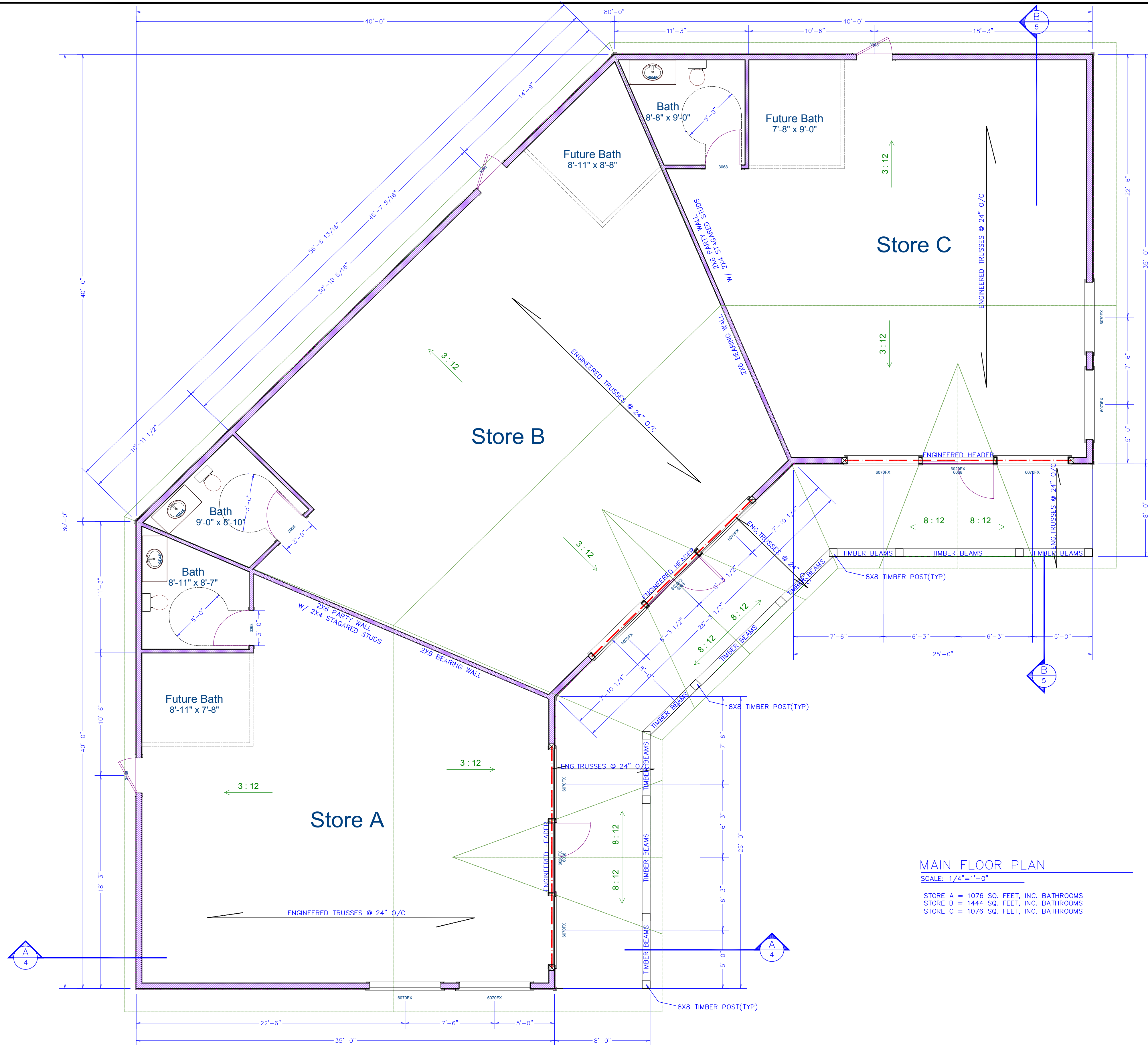
COREY

Date _____

JULY 2015

Scale

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SPECIFICATIONS/GENERAL NOTES

1 ROOF CONSTRUCTION

COLORED METAL ROOFING
15 LB. FELT UNDERLAYMENT
7/16" O.S.B. ROOF SHEATHING
ENGINEERED ROOF TRUSSES @ 24" O/C
R-50 BATT INSULATION
6 MIL POLY V.B.
5/8" DRYWALL

2 EXTERIOR WALL CONSTRUCTION

HORIZ. SMART SIDING (OWNER TO VERIFY)
BLDG. PAPER
3/8" O.S.B. WALL SHEATHING
R-24 BATT INSULATION
2X6 STUDS @24" O/C
6 MIL POLY V.B.
1/2" DRYWALL

3 EAVE CONSTRUCTION

VENTED METAL SOFFIT
2X6 SUB-FASCIA
EAVE PROTECTION
EAVESTROUGHUNG @ HOR. EAVES

4 SLAB CONSTRUCTION

4.5" CONC. SLAB
C/W 6X6 STEEL REINFORCING MESH
6 MIL POLY V.B.
COMPACTED FILL

5 FOUNDATION CONSTRUCTION

8" CONCRETE FDN. WALL
DAMP-PROOF EXT. BELOW GRADE
ANCHOR BOLTS 1/2" DIA. X 10" @ 4'-0" O/C

6 INTERIOR WALL CONSTRUCTION

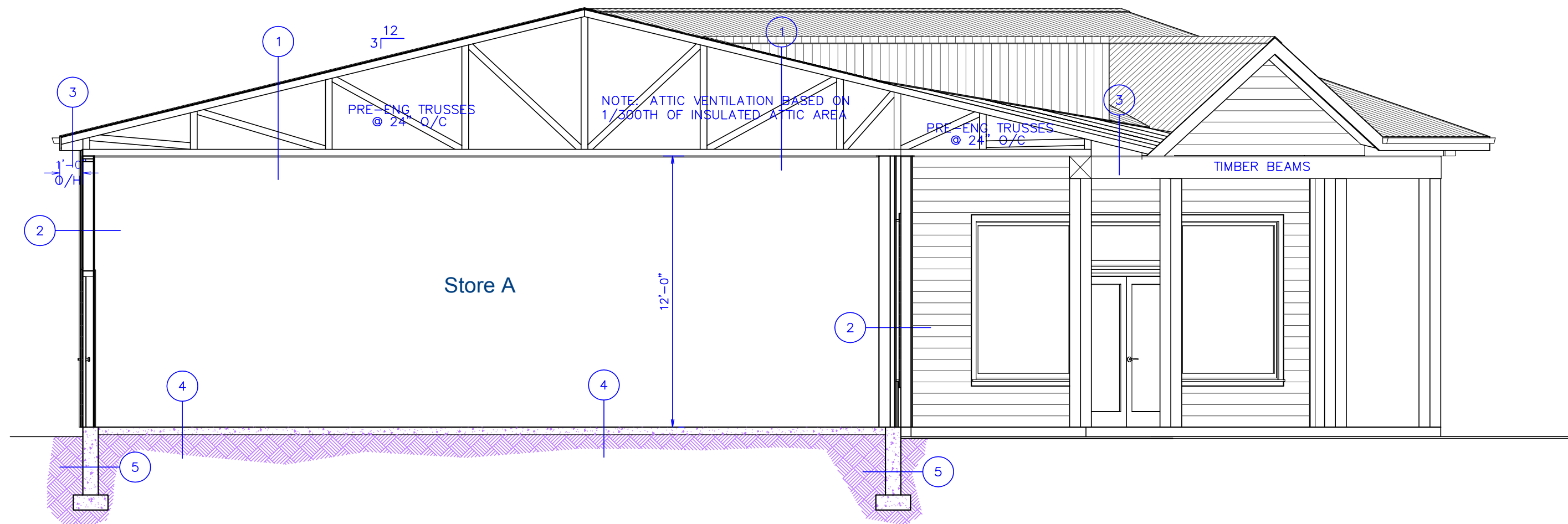
1/2" DRYWALL
2X4 STUDS @ 16" O/C
1/2" DRYWALL

7 INTERIOR WALL CONSTRUCTION

1/2" DRYWALL
2X6 STUDS @ 24" O/C
1/2 DRYWALL

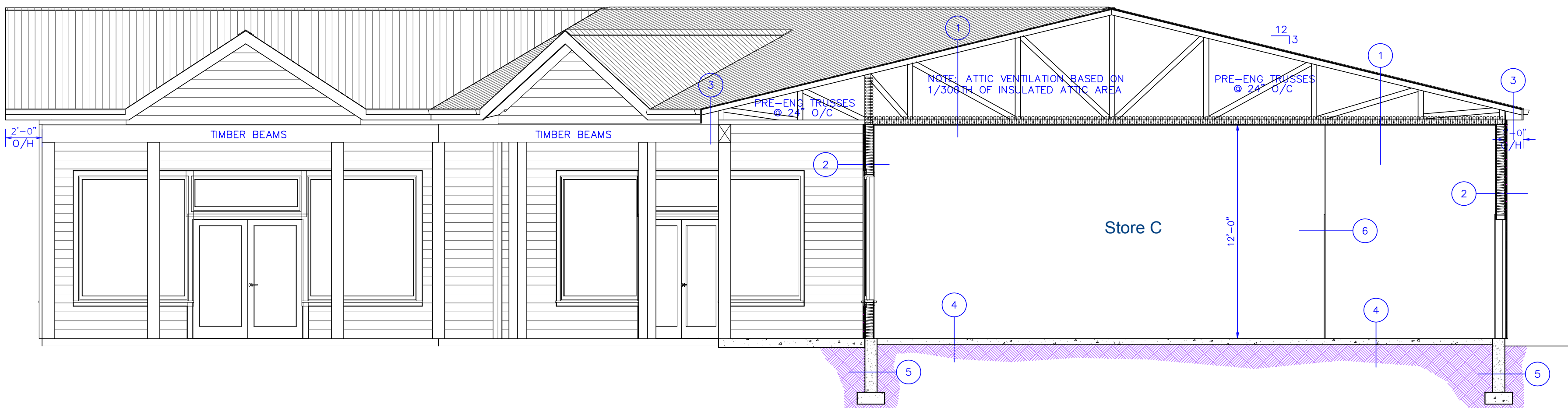
8 PARTY WALL

5/8" TYP-X FIRE GUARD BOARD
2X4 STUDS STAGARED @ 16" O/C ON 2X6 PLATES
R-12 SOUND BATT INSULATION
5/8" TYP-X FIRE GUARD BOARD



SECTION A - A

SCALE: 1/4"=1'-0"



SECTION B - B

SCALE: 1/4"=1'-0"

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Drawn By:

COREY

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JULY 2015

Scale

As Stated on Plans



Applicants Submission

Boundary Child Care Resource & Referral

Your community's **best** source of child care information and resources

Box 435 Grand Forks, BC V0H 1H0

In the Boundary Park Mall

Phone: (250)442-5152, 1-800-475-2823, Fax: (250)442-2811

Sponsored by Sunshine Valley Child Care Society Funded by the Province of BC

April 5, 2016

To Whom It May Concern,

I am pleased to write this letter in support of Stacey O'Donnell in her endeavour to open a licensed child care facility in Christina Lake.

Christina Lake has been without registered or licensed child care for nearly ten years. Parents there are forced to either bring their children to Grand Forks or to use informal care. There is a long standing need for licensed and or registered child care at Christina Lake. Stacey is a licensed early childhood educator in BC and has experience in a group child care setting. She is fully qualified to operate a licensed group facility.

Quality childcare is at the very roots of a strong and healthy economy. Not only does it enable families now to pursue employment opportunities; quality childcare is one of the first and strongest determining factors in developing a productive workforce for the future.

The Boundary Child Care Resource and Referral is here to support Stacey with assistance and resources and wish her every success in this new venture.

Sincerely,

Louise Heck

Louise Heck

Program Coordinator

Boundary Child Care Resource and Referral