

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

**Tuesday, March 21, 2017**

**6:00 pm**

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

### **FINAL AGENDA**

**1. Call to Order**

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

- 2a) The agenda for the March 21, 2017 meeting of Regional District of Kootenay Boundary Board of Directors is presented.

If necessary, move items forward on the agenda.

**Recommendation: Corporate Vote Unweighted**

That the agenda for the March 21, 2017 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 February 21, 2017 are presented.

**Recommendation: Corporate Vote Unweighted**

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 21, 2017 be adopted as presented.

[Regular Meeting of the Board of Directors - 21 Feb 2017 - Minutes - Pdf](#)

**4. Delegation(s)**

## **5. Unfinished Business**

### **5a) Memorandum of Board Resolutions Ending February 28, 2017**

#### **Recommendation: Corporate Vote Unweighted**

That the Memorandum of Board Resolutions ending February 28, 2017 be received.

[Memorandum Board Resolutions-Ending February 28, 2017-Board-March 21, 2017](#)

### **5b) Appointments-Electoral Area Advisory Planning Commissions Electoral Area C/Christina Lake and Electoral Area D/Rural Grand Forks.**

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

That the Regional District of Kootenay Boundary Board of Directors approves the appointment of Jessica Coleman to the Electoral Area C/Christina Lake Advisory Planning Commission and Kathy Hutton to the Electoral Area D/Rural Grand Forks Advisory Planning Commission.

## **6. Communications**

## **7. Communications (Information Only)**

### **7a) District of Coldstream-SILGA Resolution-Feb. 22/17 Letter to Premiere re. Private Moorage Program**

[Coldstream-SILGA Resolution-Private Moorage Program-BOARD-March 21](#)

### **7b) Ministry of Community, Sport and Cultural Development March 3/17-Christina Lake Disc Golf Nominal Rent Tenure**

[MCSCD-Christina Lake Disc Golf Nominal Rent Tenure-BOARD-March 21](#)

### **7c) Ministry of Jobs, Tourism and Skills Training-March 1/17 BC Jobs Plan**

A paper copy of the BC Jobs Plan 5-Year Update is available for viewing at the RDKB office or online at [www.bcjobsplan.ca](http://www.bcjobsplan.ca).

[MJTST-BC Jobs Plan-Econ Dev-BOARD-March 21](#)

#### **Recommendation: Corporate Vote Unweighted**

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



## 8. **Reports**

### 8a) **Boundary Animal Control Monthly Report-February 2017**

#### **Recommendation: Corporate Vote Unweighted**

That the Kootenay Boundary Animal Control Monthly Report of Activities for the month of February 2017 be received.

[02-2017 Weekly summary](#)

### 8b) **Interim Schedule of Accounts Ending February 2017**

**Director Martin, Chair COW (Finance)**

**Director Cecchini, Vice-Chair**

#### **Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Interim Schedule of Accounts ending February 2017 as follows:

Cheque Nos.: 56745 - 00070 0073	\$1,101,041.15
Payroll	613,112.90
<b>TOTAL February Expenses:</b>	<b>\$1,714,154.05</b>

[Interim Schedule Summary Feb 2017-BOARD-March 21 2017](#)

### 8c) **Adopted RDKB Committee Minutes-For February 2017**

The minutes of the RDKB Committee meetings held during February 2017 are presented.

#### **Recommendation: Corporate Vote Unweighted**

That the minutes of the following RDKB Committee meetings held during February 2017 as adopted by the respective Committees in March 2017 be received:

Boundary Economic Development (Feb. 7), Boundary Stakeholders (Feb. 7), Beaver Valley Parks, Trails and Recreation (Feb. 14), East End Services (Feb. 15), East End Sewerage (Feb. 15), Electoral Area Services (Feb. 16) and Committee of the Whole (Feb. 16).

[Boundary Economic Development-07 Feb 2017 - Minutes - Pdf](#)

[Minutes-Boundary Stakeholders-07 Feb 2017-BOARD-Mar 21 2017-Pdf](#)

[Minutes-Beaver Valley Recreation-14 Feb 2017-BOARD-March 21 2017- Pdf](#)

[Minutes-EEServices - 15 Feb 2017-BOARD-March 21 2017 Pdf](#)

[Minutes - EE Sewerage - 15 Feb 2017 - BOARD-March 21, 2017 Pdf](#)

[Minutes-Electoral Area Services-16 Feb 2017-BOARD-March 21, 2017](#)

[Minutes - COW - 16 Feb 2017 - BOARD- March 21 Pdf](#)

- 8d) **Adopted RDKB Recreation Commission Minutes**  
Electoral Area C/Christina Lake Recreation Commission  
Grand Forks and District Recreation Commission

**Recommendation: Corporate Vote Unweighted**

That the minutes of the February 2017 meetings of the Electoral Area C/Christina Lake Recreation Commission (Feb. 8/17) and Grand Forks and District Recreation Commission (Feb. 9/17) be received.

[Minutes-Area C Parks & Recreation - Feb 8, 2017 - Board - March 21, 2017](#)  
[Minutes-Grand Forks District Recreation-Feb 9, 2017-Board-March 21, 2017](#)

- 8e) **Draft Electoral Area Advisory Planning Commission Minutes**

**Recommendation: Corporate Vote Unweighted**

That the following draft Electoral Area Advisory Planning Commission minutes for meetings held March 6 and March 7, 2017 be received:

Electoral Area B/Lower Columbia-Old Glory (March 6/17), Electoral Area C/Christina Lake (March 7/17), Electoral Area E/West Boundary (March 6/17) and Electoral Area E/West Boundary Big White (March 7/17).

[Minutes-March 6-APC-Lower Columbia-Board-March 21 2017](#)  
[Minutes-March 7-APC-Christina Lake-Board-March 21 2017](#)  
[Minutes-March 6-APC-West Boundary-Board-March 21 2017](#)  
[Minutes-March 7-APC-Big White-Board-March 21 2017](#)

- 8f) **Public Hearing Minutes-RDKB Bylaw No. 1624 Amending Electoral Area C/Christina Lake Zoning Bylaw**

**Recommendation: Corporate Vote Unweighted**

That the Minutes of the Public Hearing held March 14, 2017 for RDKB Zoning Amendment Bylaw No. 1624 be received.

[Minutes-Public Hearing Bylaw 1624-Board-March 21 2017](#)

**9. Monthly Committee Recommendations to Board of Directors**

Recommendations as adopted by the RDKB Committees at meetings held during March 2017 are presented for consideration.

- 9a) **Committee of the Whole (Environmental Services)**  
**March 15/17-Director Russell, Chair/Director Rotvold Vice-Chair**

***Boundary Region Garbage and Green Bin Collection Service***

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves a contract with Alpine Disposal and Recycling for the provision of curbside garbage and green bin collection services in the amount of \$412,466.47 per year for a five-year term. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

[Staff Report-Boundary Green Bin Residential Organics Diversion Contract-COW-March 15- Pdf](#)

- 9b) **Committee of the Whole (Environmental Services)**  
**March 15/17-Director Russell, Chair/Director Rotvold, Vice-Chair**

***Contract Extension-Big White Transfer Station***

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the one-year contract extension with Ridgetop Meat Pies in the amount of \$56,467 for the maintenance of the Big White Solid Waste Transfer Station. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

[Staff Report-BW Transfer Station Maintenance Service Contract extension-COW-March15 - Pdf](#)

- 9c) **Committee of the Whole (Environmental Services)**  
**March 15/17-Director Russell Chair/Director Rotvold, Vice-Chair**

***Inter-Municipal Agreement-Curbside Solid Waste Collection***

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Draft Inter-Municipal Service Agreement between the RDKB and the City of Grand Forks for the provision of curbside solid waste collection services. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the Agreement.

[SR Grand Forks-RDKB Solid Waste Service Agreement - Pdf](#)  
[Staff Report-Inter Municipal Agreement-Grand Forks-Curbside Collection-COW-March 15-BOARD-March 21](#)

- 9d) **Committee of the Whole (Finance)-March 15, 2017**  
**Director Martin, Chair/Director Cecchini, Vice-Chair**  
***Terms of Reference***

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Committee of the Whole (Finance) Terms of Reference.

**FURTHER** that the Terms of Reference be adopted as presented.

[Staff Report - Committee Terms of Reference-COW \(Finance\)-Mar 15-BOARD-March 21st- Pdf](#)

[TOR-COW \(Finance\)-Changes-BOARD-March 21, 2017pdf](#)

[COW \(Finance\)-Final TOR-March 21, 2017](#)

- 9e) **Electoral Area Services Committee-March 16/17**  
**Director Worley, Chair/Director Gee, Vice-Chair**

***Development Variance Permit-Lawrence***

***Electoral Area C/Christina Lake***

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

That the Development Variance Permit application submitted by Keith Lawrence, to allow for an accessory building height variance of 5.4m (from 4.6m to 10.0m) to construct an accessory building on the property legally described as Lot 1, DL 269, KAP72739, SDYD, Electoral Area 'C'/Christina Lake, be approved.

[Lawrence DVP-EAS-March 16-BOARD-March 21](#)

**10. Committee Recommendation to the Board of Directors**

A recommendation regarding a Mutual Aid Fire Protection Agreement with the City of Castlegar, as adopted by the East End Services Committee at a meeting held February 15, 2017 is presented for consideration.

- 10a) **East End Services Committee - Feb. 15/17**  
Director Grieve, Chair/Director Cecchini, Vice-Chair

***Mutual Aid Fire Protection Agreement with the City of Castlegar***

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves entering into the 2017 Mutual Aid Fire Protection Agreement

with the City of Castlegar. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the Agreement.  
[Staff Report-Mutual Aid Agreement-City of Castlegar-EES Feb 15-BOARD-March 21, 2017 - Pdf](#)

## **11. Board Appointments Updates**

- 11a) 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 and Columbia Basin Regional Advisory Committee (CBRAC) - Director Worley  
Kootenay Booth - Director Rotvold  
Rural Development Institute (R.D.I.) - Director Martin  
Chair's Update - Chair McGregor  
[Columbia River Treaty Local Gov Comm Strategic Planning-BOARD-March 21](#)

## **12. New Business**

- 12a) **K. Gobeil-Front Counter BC Licence of Occupation Electoral Area B/Lower Columbia-Old Glory**

### **Recommendation: Corporate Vote Unweighted**

That the Staff Report from Ken Gobeil, Planner regarding the Licence of Occupation to Cut within the RDKB Area 'B'/Lower Columbia-Old Glory be received.

[Staff Report-RMR Acquisition Corp-Area B Lic of Occupation-BOARD-March 21 2017](#)

- 12b) **K. Gobeil-Ministry of Forests, Lands and Natural Resource Operations  
Woldemar Dahl-Woodlot Licence Electoral Area D/Rural Grand Forks**

### **Recommendation: Corporate Vote Unweighted**

That the Staff Report from Ken Gobeil, Planner regarding the referral of an application to exclude lands from Woodlot 1469 in RDKB Area 'D'/Rural Grand Forks be received.

[Staff Report-Dahl-Woodlot Licence Reduction-Area D-BOARD-March 21](#)

12c) **C. Rimell-Referral Mountain Resorts Branch Ministry of Forests, Lands and Natural Resource Operations  
Crown Grant-Big White Ski Resort**

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors advise the Mountain Resorts Branch of the Ministry of Forests, Lands and Natural Resource Operations that the application submitted by Brent Harley and Associates Inc., on behalf of Big White Ski Resort Ltd., for Crown Tenure over 1.87 ha for the purposes of employee housing on DL 4254 (north) and 4255 (south) and 3.73 ha for road dedication on DL 4253, be supported.

[2017-03-09 CrownGrant Board](#)

12d) **J. MacLean-Trails to Boundary Society Funding Agreement**

A staff report from John M. MacLean, CAO presenting a funding agreement with the Trails to the Boundary Society for development and management of a community website for the West Boundary is presented.

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Trails to the Boundary Society Funding Agreement for the development and management of a community website for the West Boundary. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

[Staff Report - Board - Trails to the Boundary Website - March 2017 - Pdf](#)

12e) **Grant in Aid-As at March 17,2017**

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

That the following Grant in Aid applications be approved:

1. Girl Guides of Canada-Electoral Area A-\$2,000
2. J. L. Crowe Secondary School-Electoral Area A-\$750
3. Champion Lakes Golf and Country Club-Electoral Area A-\$210
4. Champion Lakes Golf and Country Club-Electoral Area A-\$1,152
5. J. L. Crowe Secondary School-Electoral Area B/Lower Columbia-Old Glory-\$750

6. Rossland Society for Environmental Action-Electoral Area B/Lower Columbia-Old Glory-\$550
7. Christina Lake Stewardship-Electoral Area C/Christina Lake-\$4,500
8. Boundary Youth Soccer-Electoral Area E/West Boundary-\$2,000
9. Bridesville Community Club-Electoral Area E/West Boundary-\$2,405.05
10. Greenwood & District Public Library Assoc.-Electoral Area E/West Boundary-\$500
11. Rock Creek & Boundary Fair Association-Electoral Area E/West Boundary-\$1,243.20
12. Boundary Martial Arts Club-Electoral Area E/West Boundary-\$1,000

[GIA-As At March 17-BOARD-March 21 2017](#)

### **13. Bylaws**

#### **13a) Bylaw No. 1625-Christina Lake Water Utility Service Establishment Bylaw-Adoption**

##### **Recommendation: Corporate Vote Unweighted**

That Regional District of Kootenay Boundary Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017 be reconsidered and adopted.

[Bylaw 1625-CL Water Utility Service Establishment-Adoption-BOARD-March 21 2017](#)

#### **13b) Bylaw No. 1624-Electoral Area C/Christina Lake Zoning Amendment-Third Reading**

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

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1624, 2017 be read a third time.

[Bylaw-1624-Board-March 21 2017](#)

#### **13c) Bylaw No. 1631-Big White Zoning Bylaw Amendment-First and Second Readings Set up Public Hearing**

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

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1631, 2017 be read a first and second time.

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

That staff schedule a public hearing for RDKB Bylaw No. 1631 and that Director Gee be appointed to attend with Directors Russell and McGregor as alternates.

[Bylaw-1631-First and Second Readings-Board-March 21 2017](#)

13d) **Bylaw No. 1634-Amending Electoral Area D/Rural Grand Forks  
Zoning Bylaw  
First and Second Readings and Set up Public Hearing**

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

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1634, 2017 be read a first and second time.

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

That staff schedule a public hearing for RDKB Bylaw No. 1634 and that Director Russell be appointed to attend with Directors Gee and McGregor as alternates. **FURTHER** that third reading and adoption of the amendment bylaw be subject to the provision of a guarantee in the form of a covenant that restricts occupancy of the residence to the owner's immediate family and specifies what would trigger removal of the residence in the future.

[Bylaw-1634-First and Second-Board-March 21 2017](#)

13e) **Bylaw No. 1637-2017-2021 Financial Plan Bylaw  
First, Second and Third Readings and Adoption**

A staff report from Beth Burget, General Manager of Finance regarding Financial Plan Bylaw 1637 is presented.

**Recommendation: Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves Service 054 Big White Fire 2017-2021 Five Year Financial Plan.

**Recommendation: Corporate Vote Weighted**

That Regional District of Kootenay Boundary Financial Plan Bylaw No. 1637 be given first, second and third readings.



**Recommendation: Corporate Vote Weighted**

That Regional District of Kootenay Boundary Financial Plan Bylaw No. 1637 be reconsidered and adopted.

[Staff Report - Financial Plan Bylaw - BRD - Mar 23, 2017 - Pdf](#)

**14. Late (Emergent) Items**

**14a) West Kootenay Boundary Regional Hospital District (WKBHRD)  
Endorsement of a AKBLG/UBCM Resolution Regarding the *Hospital District Act***

The following matter has been discussed by the WKBHRD Board of Directors and has been submitted to the Regional Districts' of Kootenay Boundary and Central Kootenay Boards of Directors for endorsement.

*REVIEW OF AND AMENDMENTS TO THE HOSPITAL DISTRICT ACT:*

The WKBHRD has struggled to confidently interpret the word "operate" in section 20 of the Hospital District Act. The Board is seeking clarity around the mandate and role of regional hospital districts. In 2014 we were assured by the Assistant Deputy Minister of Health that a review of the Act is underway. In 2003, the Ministry of Health reviewed the Act and made recommendations. Over a decade later RHDs still await changes to the Act. Therefore, we are asking the members of AKBLG to support a resolution to urge the Province to review and clarify the Act.

**Recommendation: Corporate Vote Unweighted**

Whereas the enabling legislation of regional hospital districts in British Columbia, the *Hospital District Act* [RSBC 1996], prescribes the purpose of hospital districts which hospital district Boards struggle to interpret;

And Whereas in 2003 the Ministry of Health recommended that the Act be updated and in 2014 the Assistant Deputy Ministry of Health stated that a review of the Act was in progress;

Be it resolved that UBCM urge the Provincial Government to review and update the *Hospital District Act* [RSBC 1996] expeditiously and invite input from the regional hospital districts in British Columbia in order to clarify the mandate and role of hospital districts.

14b) **Recommendation from Electoral Area Services (EAS)  
Committee-March 16/17**

***Gas Tax Application-Beaver Valley Family Park  
RDKB Beaver Valley Parks, Trails and Recreation Committee***

**Recommendation: Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the application for Federal/Provincial Gas Tax Funding in the amount of \$10,000 for electrical upgrades at the Beaver Valley Family Park as submitted by the RDKB Beaver Valley Parks, Trails and Recreation Committee.

[Gas Tax-BV Family Park-BV Rec Committee-BOARD-March 21, 2016](#)

**15. Board Quarterly Discussion**

**16. Discussion of Items for Future Meetings**

**17. Question Period for Public and Media**

**18. Closed (Incamera) Session**

- a) Closed meeting pursuant to Section 90 (1) (c) of the *Community Charter*.

**19. Adjournment**



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

**Tuesday, February 21, 2017  
12:00 p.m.**

**Baldy Mountain Resort**

### **Minutes**

**Present:**

Director G. McGregor, Chair  
Director M. Rotvold  
Director L. Worley  
Director P. Cecchini, via teleconference  
Director M. Martin  
Director A. Parkinson  
Director A. Grieve  
Director E. Smith  
Director L. McLellan  
Director V. Gee  
Director J. Danchuk  
Director R. Russell

**Staff Present**

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

**Others Present:**

J. O'Brien, Managing Director, Baldy Mountain Resort

**Call to Order**

The Chair called the meeting to order at 12:00 p.m.

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

The agenda for the February 21, 2017 meeting of the Regional District of Kootenay Boundary Board of Directors was presented.

The Manager of Corporate Administration noted that an Electoral Area 'A' Grant-in-Aid application would be added to the Grant-in-Aid agenda section and she advised that point 16) under that section should be amended to read: Boundary Woodlot Association-\$342 from Electoral Area E/West Boundary (not from Electoral Area D/Rural Grand Forks.)

The agenda links to the minutes of the East End Sewerage Committee February 15, 2017 meeting and the East End Services Committee February 15, 2017 meeting will be removed from the agenda.

The Committee of the Whole minutes from the meeting held January 11, 2017 will be revised to include Alternate Director K. Moore as present, and it was;

**52-17** Moved: Director Rotvold Seconded: Director Cecchini

That the agenda for the February 21, 2017 meeting of the Regional District of Kootenay Boundary Board of Directors be adopted as amended.

Carried.

**Minutes**

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held January 26, 2017 were presented.

**53-17** Moved: Director Rotvold Seconded: Director Worley

**Corporate Vote Unweighted**

That the minutes of the Regional District of Kootenay Boundary Board of Directors meeting held January 26, 2017 be adopted as presented.

Carried.

**Delegation(s)**

There were no delegations in attendance.

**Unfinished Business****Memorandum of Board Resolutions-Ending January 31, 2017**

The Memorandum of Board Resolutions ending January 31, 2017 was presented.

**54-17**      Moved: Director Worley    Seconded: Director Martin

**Corporate Vote Unweighted**

That the RDKB Memorandum of Board Resolutions ending January 31, 2017 be revised to include an update to Resolution #377-15 (Taxation Exemption Policy) that clarifies the requirements in the proposed Permissive Property Taxation Exemption Policy application are consistent with the discussion at the February 16<sup>th</sup> Electoral Area Services Committee meeting. **FURTHER** that the Memorandum be revised further with an amendment to the April 21, 2016 ALC Presentations Action Item by separating out points 1 and 2 so that point 2-Integrity Commissionaire for Local Government, is reported out on the Memorandum as a separate item.

Carried.

**Communications**

There were no communications to review.

**Communications (Information Only)**

There were no Communication (Information Only) items to discuss.

**Reports****Boundary Animal Control Monthly Report-January 2017**

**55-17**      Moved: Director Russell    Seconded: Director Rotvold

**Corporate Vote Unweighted**

That the Kootenay Boundary Animal Control Monthly Report for weekly activities in January 2017 be received.

Carried.

**Interim Schedule of Accounts-Ending January 2017****Director Martin, Chair COW (Finance)-Director Cecchini, Vice-Chair**

**56-17**      Moved: Director Martin    Seconded: Director McLellan

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the Interim Schedule of Accounts ending January 31, 2017 as follows:

Cheque Nos. 56521- 00066 0060	\$ 2,073,580.82
Payroll	\$ 594,222.78
<b>TOTAL January 2017 Expenditures</b>	<b>\$ 2,667,803.60</b>

Carried.

**Adopted RDKB Committee Minutes-For January 2017**

**57-17** Moved: Director Grieve Seconded: Director Parkinson

**Corporate Vote Unweighted**

That the minutes of the following RDKB Committee meetings held during January 2017 be received:

Boundary Economic Development (Jan. 3), Boundary Stakeholders (Jan. 3), Beaver Valley Recreation (Jan. 10), Utilities (Jan 11), Committee of the Whole (Jan. 11), Electoral Area Services (Jan. 12), East End Sewerage (Jan. 17), East End Services (Jan. 17).

Carried.

**Adopted RDKB Recreation Commission Minutes-For January 2017  
Electoral Area C/Christina Lake and Grand Forks and District**

**58-17** Moved: Director Worley Seconded: Director Grieve

**Corporate Vote Unweighted**

That the minutes of the Electoral Area C/Christina Lake Parks and Recreation Committee meeting held January 11, 2017 and the Grand Forks and District Recreation Commission meeting held January 12, 2017 be received.

Carried.

**Draft RDKB Electoral Area Advisory Planning Commission Minutes  
For the Month of February 2017**

**59-17** Moved: Director Grieve Seconded: Director Russell

**Corporate Vote Unweighted**

That the following draft Electoral Area Advisory Planning Commission minutes for the meetings held on February 6/7, 2017 be received:

Electoral Area B/Lower Columbia-Old Glory, Electoral Area C/Christina Lake, Electoral Area D/Rural Grand Forks, Electoral Area E/West Boundary and Electoral Area E/West Boundary/Big White.

Carried.

### **Monthly Committee Recommendations to Board of Directors**

The RDKB Committee recommendations as adopted by the RDKB Committees during February 2017 were presented for consideration.

#### **Policy, Executive and Personnel Committee-Jan. 26/17**

**Director Gee, Chair/Director Martin Vice-Chair**

##### ***RDKB Fire Departments Service Level Policy***

It was noted that the first sentence of clause a) under the *Limitations on Services Provided* section (page 2 of the policy) should be revised with language that provides more clarity with respect to the response required.

**60-17** Moved: Director Gee Seconded: Director Martin

#### **Corporate Vote Unweighted**

That Staff be instructed to revise the Fire Levels Service Policy. **FURTHER** that once revised, the Policy be referred back to the RDKB Board of Directors for final approval.

Carried.

#### **Electoral Area Services Committee-Feb. 16/17**

**Director Worley, Chair and Director Gee, Vice Chair**

##### ***Gas Tax Agreement-School District 20***

***Fruitvale Elementary Playground - Electoral Area 'A'***

**61-17** Moved: Director Gee Seconded: Director Grieve

#### **Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves funding the School District 20 Gas Tax Application in the amount of \$20,000.00 for the construction of a playground at the Fruitvale Elementary School. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

### **Board Appointments Updates**

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

Chair McGregor reported that the Island's Trust has received more Provincial funding even though it has already spent its first allotment and even though the various Trusts have been advised by Minister Bond that there would be no further funding. All Trusts should be treated equally. This matter will be discussed further at a future S.I.D.I.T. Board meeting

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

There will be a meeting with the Columbia Basin Trust and Southern Interior Development Initiative Trust the last week of February to discuss a possible partnership with Rural BC.

#### *Okanagan Film Commission - Director Gee*

There will be a meeting in the near future.

#### *Boundary Weed Stakeholders Committee - Director Gee*

To date, there haven't been any meetings in 2017.

#### *Columbia River Treaty Local Government Committee (Directors Worley and Danchuk)*

#### *Columbia Basin Regional Advisory Committee (CBRAC) - Director Worley and CAO MacLean*

Director Worley reported on the lessons learned project that she has been working on, which requires comments and suggestions on several International Water Treaties that are within the mandate of the Columbia River Treaty. The Columbia River Treaty Local Government Committee will review a paper on this matter at a strategic planning session scheduled for March 9th.

#### *Kootenay Booth - Director Rotvold*

The Kootenay Booth Committee will meet via teleconference on February 27th.

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

There is nothing new to report.

#### *Chair's Update - Chair McGregor*

The Chair provided an update on the development of an electronic CAO Performance Appraisal survey questionnaire. The Policy, Executive and Personnel Committee (PEP) will review the document for possible amendments and or updates before it is



submitted to the vendor. The overall Board will have an opportunity to discuss electronic submission of same in the near future.

**62-17** Moved: Director Worley Seconded: Director Rotvold

#### **Corporate Vote Unweighted**

That the logistics of how the electronic CAO Performance Appraisal survey questionnaire will be administered in terms of online submissions be referred to the overall RDKB Board of Directors after the March 15, 2017 Policy, Executive and Personnel Committee meeting.

Carried.

#### **New Business**

#### **Staff Report-M. Forster**

#### **Approval of the 2017 Wood Stove Exchange Program**

**63-17** Moved: Director Worley Seconded: Director Parkinson

#### **Corporate Vote Weighted**

That the Regional District of Kootenay Boundary Board of Directors approves the 2017 Wood Stove Exchange Program Agreement with BC Lung Association in the amount of \$6,500 for a twelve (12) month term. **FURTHER** that the Board authorizes the RDKB signatories to sign and enter into the Agreement.

Carried.

#### **R. Russell-Draft Memorandum of Understanding (MOU)**

#### **Federation of Canadian Municipalities (FCM) / Sustainable and Inclusive Communities in Latin America (CISAL) Program**

A draft MOU between the RDKB and the FCM, pertaining to the implementation of the Sustainable and Inclusive Communities in Latin America (CISAL) program was presented.

Director Russell explained the MoU noting it has an expectation that the RDKB will commit staff resources on a volunteer basis for technical assistance missions to Colombia (and Peru). At the Board meeting held January 26, 2017, the Board approved Mark Andison, General Manager of Operations/Deputy CAO to be absent from RDKB business to travel to Colombia with Director Russell to participate in land use and environmental planning.

After discussion, it was;

**64-17** Moved: Director Worley Seconded: Director Cecchini

### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves entering into the Memorandum of Understanding with the Federation of Canadian Municipalities pertaining to the implementation of the Sustainable and Inclusive Communities in Latin America (CISAL) Program. **FURTHER** that the Board also approves the General Manager of Operations/Deputy CAO to participate in the peer to peer exchange mission in land use and environmental planning in Colombia from March 11, 2017 to March 20, 2017.

Carried.

### **Director Russell-Community Advisory Committees Introduction of Motion**

Director Russell provided background information with respect to a proposed resolution that would establish community advisory committees with mandates and Terms of References. This would not apply to Statutory Committees that are legislated by the Province.

The resolution is a model that the City of Vancouver developed and would assist RDKB Committee processes to be more efficient.

After further discussion, it was;

**65-17** Moved: Director Russell Seconded: Director McLellan

### **Corporate Vote Unweighted WHEREAS**

1. The Regional District of Kootenay Boundary is committed to engaging residents, and soliciting their ideas, input and creative energy;
2. Over recent years, the RDKB has been fundamental in establishing a number of committees that are intended to advise elected leaders from member local governments and add value to local government decision-making;
3. More of these advisory groups are expected in the future;
4. The Implementation Advisory Committee of the Kettle River Watershed Plan has recently recommended that the advisory committee for the implementation of that plan be increased in size and potential impact;
5. The Boundary Agricultural and Food Advisory Council has been identified as a similar advisory committee but is currently in its nascent stages;

**THEREFORE BE IT RESOLVED**

- A. THAT the Board establish the following Type A committees as advisory to the Board and staff with mandates and terms of reference as outlined in Appendix A:
  - a. Boundary Area Food and Agriculture Advisory Council
  - b. Kettle River Watershed Authority
  - c. Forestry Advisory
- B. THAT the Board renew the following Type B committees as advisory to the Board and staff and that their mandates and terms of reference remain unchanged:
  - a. Solid Waste Management Plan Technical and Stakeholder Advisory Committee
- C. THAT the Board appoint a non-voting Board liaison to each of the committees listed in A and B above, and reserve the right to invite other agencies or organizations to send a non-voting liaison.
- D. THAT the Board direct the CAO to assign at least one staff liaison to each committee listed in A and B above for the purpose of providing information and advice on RDKB programs and work that is relevant to the mandate and work plan of the assigned advisory body.
- E. THAT the Board direct staff to proceed with advertising for any committees requiring appointment, where deemed appropriate.
- F. THAT the Board acknowledge the dedication of all outgoing committee members and thank them for their service to the Regional District of Kootenay Boundary.

**COMMON STRUCTURES**

Terms of Reference	<p>Policy Advice</p> <ul style="list-style-type: none"> <li>x Provide input to elected officials and RDKB staff about issues of concern</li> <li>x Consider any matters which may be referred to the Committee by the Board or staff</li> <li>x May take positions on policy initiatives from other levels of government within the mandate of the Committee</li> </ul> <p>Collaboration</p> <ul style="list-style-type: none"> <li>x Work co-operatively with other agencies whose activities affect constituent communities, including initiating and developing relevant projects</li> <li>x Act as a resource for staff doing public involvement processes and/or civic events</li> </ul> <p>Awareness &amp; Outreach</p> <ul style="list-style-type: none"> <li>x Exchange information with the constituent communities and the general public about relevant programs and issues of interest</li> <li>x Engage in outreach to disseminate information and encourage participation from constituent communities</li> </ul> <p>Voting will be by consensus where possible</p>
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Planning & Reporting	Produce an annual work plan with specific objectives by no later than April of each year, in consultation with appropriate steering committees, as well as the Council and staff liaisons, for distribution to the Board and staff for information.  Submit an annual report to the Board describing its accomplishments for the year, including reference to each objective set out in the work plan and any arising issues to which the Committee has responded.
Meeting venue	Meetings will be expected to take place in various venues across the area of jurisdiction of the committee. Meeting times, locations, and agendas will be communicated well in advance to members (e.g. one month for time and date).
Membership	x Committee members are selected through an open process of application and appointment by the RDKB board, except where noted below. x The Committee Chair is selected by the members at the first meeting of each year.
Length of Term	Committee members are appointed until December 31, 2017, unless otherwise specified below.

Committee	Mandate	Additional Terms of Reference	Membership
<b>Kettle River Watershed Authority</b>	To guide implementation of the Kettle River Watershed Management Plan (KRWMP) to fulfill the four strategies identified in the Plan including: <ol style="list-style-type: none"> <li>1. Increasing community understanding, support and capacity for stewardship of the Kettle River Watershed;</li> <li>2. Improving the quality, reliability and security of water supplies through sustainable management of water resources;</li> <li>3. Improving watershed health and function in the Kettle River Watershed; and</li> <li>4. Maintaining or enhancing</li> </ol>	The Authority will: <ul style="list-style-type: none"> <li>• Provide oversight to the project coordinator on plan implementation priorities.</li> <li>• Provide or recommend specialized expertise for technical working groups.</li> <li>• Work with or provide advice to all levels of government (local, provincial, federal and First Nations) and other decision-makers or influencers to ensure that recommendations from the plan are considered</li> </ul>	Up to 28 voting members (8 is quorum), appointed for two years terms.  At least two members will represent each sector listed here; members can represent more than one sector: <ul style="list-style-type: none"> <li>• Agriculture</li> <li>• Forestry – Large Tenure Holders</li> <li>• Forestry – Small Business</li> <li>• Industry</li> <li>• Mining</li> <li>• Environmental/Conservation Groups</li> <li>• Tourism and Recreation</li> <li>• Water Purveyors</li> </ul> Members-at-large (two)  Government Representatives with decision-making authority, externally appointed:

	recreational, cultural and amenity values.	<p>and/or implemented.</p> <ul style="list-style-type: none"> <li>• Provide advice to the KRWMP Steering Committee on strategic directions based on learning and feedback during plan implementation.</li> <li>• Contribute to the review and update of the Plan.</li> </ul>	<ul style="list-style-type: none"> <li>• Electoral Area Directors (3)</li> <li>• Municipal representatives (3)</li> <li>• ONA (1)</li> <li>• Splatso'n (1)</li> <li>• Sinixt (1)</li> <li>• Colville Federated Tribes (1)</li> </ul> <p>Selection of Authority members will ensure geographical representation across the Boundary.</p> <p>Government Staff and consultants (non-voting), externally appointed or invited:          KRWMP Plan Coordinator          RDKB          FLNRO (Ecosystems)          FLNRO (Licensing)          MoE (Water Sustainability Act Implementation)          MoE (Environmental Enforcement)          MoA          Ministry of Health/Interior Health          Ferry County Representative</p>
<b>Boundary Area Food and Agriculture Advisory Council</b>	<p>To support the development of an agricultural plan, a food security plan, and to support a food system where food is:</p> <ul style="list-style-type: none"> <li>• Safe and nutritious,</li> <li>• Affordable, available, and accessible to all</li> <li>• Produced, processed, marketed, consumed, and waste products reused or managed in a manner that is:             <ul style="list-style-type: none"> <li>○ Financially viable</li> </ul> </li> </ul>	<p>This group will form a liaison between the Steering Committee, the consultant and the various stakeholders of the Boundary Area</p> <p>Agricultural Plan update, and Food Security plan. Further to ensure the process of revising the Plan is inclusive and meets the needs of the Boundary Area.</p>	<p>Up to 29 voting members (the majority of appointees is quorum) including representatives of the following food system areas, with at least two members from each area:</p> <ul style="list-style-type: none"> <li>• Production - livestock</li> <li>• Production – nursery</li> <li>• Production – field crops</li> <li>• Production - other</li> <li>• Processing and Distribution</li> <li>• Retail</li> <li>• Access and Nutritional needs</li> <li>• Waste Management</li> </ul> <p>The council also will have six at-large members.</p>

	<ul style="list-style-type: none"> <li>○ Protects the health and dignity of people</li> <li>○ Minimally impacting the environment</li> </ul>	<p>First Nations groups (e.g. ONA and Sinixt) and Métis will each be invited to appoint a representative to the Council.</p> <p>Selection of committee members will ensure geographical representation across the Boundary. Specific regions may be designated a seat on the council, where not otherwise represented (that is remote communities, such as Beaverdell or Big White).</p> <p>Working groups will be identified for specific topical or geographical areas. For example, for the agricultural plan revision working group.</p> <p>Government Staff and consultants (non-voting), externally appointed or invited:  Interior health (1, to be appointed by IHA).  Ministry of Agriculture (1)</p>
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Carried.

#### **M. Andison-Building Bylaw Contravention**

##### **245 Wapiti Creek Road, Mt. Baldy, B.C.**

A staff report from Mark Andison, General Manager of Operations / Deputy CAO regarding a Building Bylaw Contravention for the property described as:

##### **245 Wapiti Creek Road, Mt. Baldy, B.C.-Electoral Area 'E' / West Boundary**

**Parcel Identifier: 023-635-126-Strata Lot 129, D.L. 100S, SDYD, Strata Plan KAS1840**

**Owners: Donald and Bernice Cook**

**66-17** Moved: Director Gee Seconded: Director Worley

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

That the Regional District of Kootenay Boundary Board of Directors invite the owners, Donald and Bernice Cook, to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the *Local*

*Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 129, District Lot 100S, Similkameen Division Yale District, Strata Plan KAS1840.

Carried.

**M. Andison-Amendment to Current Big White Security Contract**

A staff report from Mark Andison, General Manager, Operations / Deputy CAO regarding a proposed amendment to the current Big White security contract which would add two hours, daily, of security coverage during the winter season was presented.

**67-17** Moved: Director Gee Seconded: Director Grieve

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors authorizes an amendment to the current Big White Security Contract with Paladin Security Group Ltd. to include an additional two hours of security coverage per day at Big White from November 1st to April 15th for the remainder of the term of the contract, beginning March 1, 2017.

Carried.

**B. Burget - Equipment Financing Emergency Preparedness**

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 Command Vehicle for Service 012 Emergency Preparedness was presented.

**68-17** Moved: Director Rotvold Seconded: Director Martin

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves an application be made to the Municipal Finance Authority for equipment financing pursuant to Section 175 of the *Community Charter* for a Command Vehicle for Service 012 Emergency Preparedness in the amount of \$68,132.71.

Carried.

**C. Rimell, Senior Planner-BC Timber Sales Development Proposal  
Operating Plan #12 Boundary Timber Supply Area  
Electoral Area 'C' /Christina Lake**

**69-17** Moved: Director Grieve Seconded: Director Worley

**Corporate Vote Unweighted**

That the Staff Report from Carly Rimell, Senior Planner regarding the *BC Timber Sales Development Proposal – Operating Plan #12 Boundary Timber Supply Area – Electoral Area 'C'/Christina Lake*, be received.

Carried.

**B. Burget - Equipment Financing - Kootenay Boundary Regional Fire Rescue**

A staff report from Beth Burget, General Manager of Finance, requesting that the Board approve equipment financing with the Municipal Finance Authority (MFA) for a 2017 Spartan Gladiator Pumper/Rescue 1500 Imperial Gallon Per Minute Pump, 1000 Imperial Gallon Tank up to \$564,227.17 was presented.

**70-17** Moved: Director McLellan Seconded: Director Martin

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves an application be made to the Municipal Finance Authority for equipment financing pursuant to Section 175 of the *Community Charter* for 2017 Spartan Gladiator Pumper/Rescue 1500 Imperial Gallon Per Minute Pump, 1000 Imperial Gallon Tank up to \$564,227.17.

Carried.

**C. Rimell, Senior Planner-BC Timber Sales Development Proposal  
Operating Plan #12 Boundary Timber Supply Area  
Electoral Area 'D'/Rural Grand Forks**

**71-17** Moved: Director Russell Seconded: Director Gee

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors advise staff to forward the staff report *BC Timber Sales Development Proposal – Operating Plan #12 Boundary Timber Supply Area – Electoral Area 'D'/Rural Grand Forks* which includes the comments of the Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission for consideration and that the BCTS Development Proposal for the licenses for 22 proposed cut blocks in the 3 geographical areas of North Granby, Rock Candy and North Gloucester noted within Operating Plan #12 in the Boundary Timber Supply Area within Electoral Area 'D'/Rural Grand Forks, be received.

Carried.

**C. Rimell, Senior Planner-BC Timber Sales Development Proposal  
Operating Plan #12 Boundary Timber Supply Area  
Electoral Area 'E'/ West Boundary**



There was a discussion regarding the Planning and Development Department comments section of the Staff Report. Director Gee expressed concerns that this Staff Report includes a statement that is not included in the comment section of the Staff Reports for the same proposal in Electoral Areas C/Christina Lake and D/Rural Grand Forks. The Staff Report will be referred back to Planning and Development Department Staff for clarification.

There was also a discussion regarding the role of the Electoral Area Advisory Planning Commissions (APC).

After further review, it was;

**72-17** Moved: Director Gee Seconded: Director Rotvold

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors refers the Staff Report *BC Timber Sales Development Proposal: Operating Plan #12: Boundary Timber Supply Area – Electoral Area 'E'/West Boundary* back to Planning Staff for revisions that would clarify the comments in the Planning and Development Department Comments section. **FURTHER** that the amended Staff Report, along with the Electoral Area 'E'/West Boundary and Big White Advisory Planning Commission Minutes be forwarded to BCTS for consideration. **FURTHER** that the Staff Report regarding the BCTS Development Proposal for the licenses for 17 proposed cut blocks noted within the Operating Plan #12 in the Boundary Timber Supply Area within Electoral Area 'E'/West Boundary, be received.

Carried.

#### **C. Rimell, Senior Planner-FrontCounter BC Referral License of Occupation for Annual Footrace Event Electoral Area B/Lower Columbia-Old Glory**

**73-17** Moved: Director Worley Seconded: Director McLellan

#### **Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this staff report 'License of Occupation for Annual Footrace Event' which includes the recommendations of the Electoral Area 'B'/ Lower Columbia-Old Glory Advisory Planning Commission to FrontCounter BC for the Broken Goat Trail Race, for a License of Occupation for a Special Event, on the trails and roads north and west of Red Mountain Resort and on Unsurveyed Crown Land, in Electoral Area 'B'/ Lower Columbia-Old Glory, for consideration.

Carried.

**C. Rimell, Senior Planner-FrontCounter BC Referral**  
**Section 56 and 57 Authorization under the *Forest and Range Practices Act***

**74-17** Moved: Director Russell Seconded: Director Grieve

**Corporate Vote Unweighted**

That the application submitted to the Ministry of Forests, Lands and Natural Resource Operations by Ed Mathews for authorization under Section 57 and under Section 56 of the *Forest and Range Practices Act* for a 2.5 kilometer trail by 2-meter-wide trail on Crown land near Goat Mountain in Electoral Area 'D'/Rural Grand Forks, be supported. **FURTHER** that the comments of the Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission be forwarded to FrontCounter BC for consideration.

Carried.

**C. Rimell, Senior Planner-Ministry of Environment Permit Referral**  
**Electoral Area E/West Boundary**

**75-17** Moved: Director Worley Seconded: Director Smith

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors direct staff to forward this Staff Report regarding a referral for a major permit amendment under the provisions of the *Environmental Management Act* submitted by 1086359 BC Ltd., a subsidiary of Golden Dawn Minerals Inc., to authorize the discharge of water from the underground mine workings of the Lexington-Grenoble Mine, which is located approximately 11.5 km southeast of Greenwood, Electoral Area 'E'/ West Boundary, be received.

Carried.

**C. Rimell, Senior Planner-Provincial Referral**  
**Agricultural Land Reserve Exclusion-Electoral Area E/West Boundary**

**76-17** Moved: Director Gee Seconded: Director Russell

**Corporate Vote Unweighted**

That the Agricultural Land Commission exclusion application, submitted by Sage Bookkeeping Ltd., acting as agent for Kettle River Concrete Ltd., for the property at 1575 Myers Creek Road, off Highway 3, legally described as Lot 2, DL 2455, Plan KAP29379, SDYD, Electoral Area 'E'/ West Boundary be forwarded to the Agricultural Land Commission without a recommendation.

Carried.

**C. Rimell, Senior Planner-Adjacent Local Government Referral  
Regional District of Okanagan Similkameen-Bylaw No. 2710**

**77-17** Moved: Director Grieve Seconded: Director Danchuk

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors advise the Regional District of Okanagan Similkameen that the Regional District of Kootenay Boundary's interests are unaffected by amendment Bylaw No. 2710.

Carried.

Staff will research new information that has been published by the Province to determine whether there is a standardized planning process for all OCP and Zoning Bylaw boundaries.

**C. Rimell, Senior Planner-Provincial Referral  
Agricultural Land Reserve Exclusion-Electoral Area E/West Boundary**

**78-17** Moved: Director Grieve Seconded: Director Smith

**Corporate Vote Unweighted**

That the Agricultural Land Commission exclusion application for a ±3.1 ha portion of the parcel from the ALR, submitted by Donna and Brian Scott, for the property at 1775 Hulme Creek Road, legally described as Lot A, DL 1145s Plan KAP42188, SDYD, Electoral Area 'E'/ West Boundary be forwarded to the Agricultural Land Commission without a recommendation.

Carried.

**C. Rimell, Senior Planner-Strata Conversion-Electoral Area E (Big White)**

**79-17** Moved: Director Gee Seconded: Director Russell

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves the strata conversion of the existing building on the westerly portion of Lot A, DL 4109s and 4203 Except Plan KAS2604 (Phase 1&2) to enable the construction of the balance of the strata lots that will form Phase 3, Strata Plan KAS2604.

Carried.

**C. Rimell, Senior Planner-Provincial Referral  
Agricultural Land Reserve Subdivision-Electoral Area E/West Boundary**

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**80-17** Moved: Director Smith Seconded: Director Worley

**Corporate Vote Unweighted**

That the Agricultural Land Commission subdivision application for a 1 lot subdivision with remainder, submitted by Pamela Storie, beside Ingram Bridge, at 3215 Highway 3, legally described as Lot 1, DL 514, Plan KAP72886, SDYD, Electoral Area 'E'/ West Boundary be forwarded to the Agricultural Land Commission without a recommendation.

Carried.

**C. Rimell, Senior Planner-Provincial Referral**

**LCLB Permanent Change to Liquor Licenses-Electoral Area E (Big White)**

**81-17** Moved: Director Russell Seconded: Director Rotvold

**Corporate Vote Unweighted**

Be it resolved that:

1. **The Board recommends the permanent amendment for the liquor primary liquor license and food primary liquor license for the Black Diamond Bar and Grill be supported for the following reasons:**

The modification to the liquor licenses should have no impact on the residents, community and neighbouring property owners if approved.

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

- a. ***The potential for noise:***

No negative noise impact to the community is anticipated by approving this application.

The RDKB does not have a record of noise related or other disturbance complaints associated with the business.

- b. ***The impact on the community:***

It is anticipated that the proposal would not negatively impact the Big White community. The Big White Advisory Planning Commission also noted that there are other licensed establishments at Big White that are currently licensed for the hours between 9am and 11am.

- c. ***Is the amendment contrary to the primary purpose of the establishment:***

The business operates as an 'eating, drinking establishment' which is a permitted use in the 'Village Core 6' Zone. The amendment will not affect the primary purpose of the establishment.

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

The applicant was provided with two notice of the proposal signs. The applicant placed the sign in the window of the Black Diamond Bar and Grill on February 6th, 2017. No

comments had been received by the Planning and Development Department at the time the staff report to the Board was prepared.

Carried.

**J. MacLean- New Fire Chief Appointment  
Christina Lake Volunteer Fire Service**

A staff report from John M. MacLean, CAO regarding the appointment of a new Fire Chief for the Christina Lake Volunteer Fire service.

**82-17** Moved: Director Grieve Seconded: Chair McGregor

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors supports the Chief Administrative Officer's appointment of Mr. Martin Christman to the position of Chief of the Christina Lake Volunteer Fire Department effective March 13, 2017.

Carried.

**C. Rimell, Senior Planner-LCLB Permanent Change to Liquor License  
Electoral Area E (Big White Ski Resort)**

**83-17** Moved: Director Gee Seconded: Director Worley

**Corporate Vote Unweighted**

Be it resolved that:

1. **The Board recommends the permanent amendment for the liquor primary liquor license for Sessions Taphouse and Grill not be supported for the following reasons:**

Considering the outstanding building bylaw contravention with the deck, the RDKB cannot support the amendment.

In addition, the RDKB Planning Department received responses directly from community members. None of the strata owners that responded to the public notice support the proposed change to the license. The reasons are outlined below.

1. **The Board's comments on the prescribed considerations are as follows:**
  - a. ***The potential for noise:***

Noise was the most common concern documented within the responses received regarding Sessions LCLB license amendment. The Snow Ghost Inn has a building quiet time of 11 pm however the liquor license expires at 1 am. Despite these restrictions there were multiple complaints of noise and music persisting past this time. Some tenants describe the bass vibrating their units, shaking exterior windows, rattling dishes in the cupboard, and or off the counter. Residents noted that noise persists beyond 1am as patrons finish their drinks and music

continues. The noise was documented to continue as patrons exit Sessions and loiter outside or in the general vicinity of the common areas of the Snow Ghost Inn.

b. ***The impact on the community:***

The complainants allege that the impact of the loitering past bar close has led to vandalism, public intoxication, trespassing, littering and other negative effects on community members. A number of the residents expressed the difficulty in selling or renting their units specifically due to the noise and atmosphere created by Sessions. In conversations with the Strata Manager for the Snow Ghost Inn it was confirmed that the Strata has forwarded ±25 noise complaints to the owner of Sessions since late 2014.

c. ***Is the amendment contrary to the primary purpose of the establishment:***

The business operates as an 'eating and drinking establishment' which is a permitted use in the 'Village Core 6' Zone. The conversion of a strictly liquor primary liquor license could change the dynamic of the establishment which community members are concerned about.

The residents who responded noted that the proposed change to cancel the food primary liquor license and amend the liquor primary liquor license to apply to the entire establishment would only exacerbate the existing issues which community members have experienced. The fact that there is not always police presence at the resort was also cited as a concern since response times to police matters could be long.

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

The applicant posted two notice of the proposal signs. The signs were posted on January 28th, 2017. As mentioned there was a response from 9 residential strata owners regarding this application, none of these community members supported the permit amendment application.

The undersigned hereby certifies that the above resolution is a true copy of the resolution passed by the Board of Directors of the Regional District of Kootenay Boundary on February 21st, 2017.

Carried.

**T. Dueck-Service Contract**

**Green Bin and Garbage Curbside Collection in the Boundary**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator concerning the award of a contract for the service of Green Bin and Garbage curbside collection in the Boundary was presented.

**84-17**      Moved: Director Rotvold    Seconded: Director McLellan

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors approves, in principle, a contract with Alpine Disposal in the amount of \$412,466.47 per year for the curbside collection of Green Bins and Garbage in the Boundary. **FURTHER** that the Board of Directors directs Staff to prepare contract documents for Board approval and to procure green bins and other necessities at the cost of \$90,000 to be transferred from capital reserve. **FURTHER** that the necessary funds for the Boundary collection contract be included in the 2017-2021 Regional Solid Waste Management Five-Year Financial Plan.

Carried.

**Grant-in-Aid - February 17, 2017**

**85-17** Moved: Director Grieve Seconded: Director Russell

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

That the following Grant in Aid applications be approved:

1. Zone 6, BC Seniors Games-\$500-Electoral Area 'A'
2. Ankors-\$1,500-Electoral Area 'A'
3. Zone 6, BC Seniors Games-\$750-Electoral Area 'B'/Lower Columbia-Old Glory
4. Ankors-\$1,500-Electoral Area 'B'/Lower Columbia-Old Glory
5. Boundary Woodlot Association-\$342-Electoral Area 'C'/Christina Lake
6. Christina Lake Community Association-\$1,500-Electoral Area 'C'/Christina Lake
7. Zone 6, BC Seniors Games-\$500-Electoral Area 'C'/Christina Lake
8. Boundary Youth Soccer Association-\$2,000-Electoral Area 'C'/Christina Lake
9. Christina Lake Tourism Society-\$10,000-Electoral Area 'C'/Christina Lake
10. Christina Lake Tourism Society-\$1,000-Electoral Area 'C'/Christina Lake
11. GF Secondary School Outdoor Leadership Grade 9-12 Class-\$1,300-Electoral Area 'D'/Rural Grand Forks
12. Granby Wilderness Society-\$1,000-Electoral Area 'D'/Rural Grand Forks
13. Zone 6, BC Seniors Games-\$500-Electoral Area 'D'/Rural Grand Forks
14. Boundary Youth Soccer Association-\$2,000-Electoral Area 'D'/Rural Grand Forks
15. Selkirk College Grand Forks Campus-\$1,000-Electoral Area 'D'/Rural Grand Forks
16. Boundary Woodlot Association-\$342-Electoral Area 'E'/West Boundary
17. Midway Public Library-\$4,000-Electoral Area 'E'/West Boundary
18. Big White Mountain Community Development Association-\$2,800-Electoral Area 'E'/West Boundary
19. Big White Mountain Community Development Association-\$500-Electoral Area 'E'/West Boundary
20. Beaver Valley May Days-\$4,000-Electoral Area A.

Carried.

## **Bylaws**

### **Bylaw No. 1614-Grand Forks Curling Rink Service Establishment Reconsideration and Adoption**

**86-17** Moved: Director Gee Seconded: Director Cecchini

#### **Stakeholder Vote Unweighted (Electoral Areas C, D and City of Grand Forks)**

That Regional District of Kootenay Boundary Grand Forks Curling Rink Service Establishment Bylaw No. 1614, 2016 be reconsidered and adopted.

Carried.

### **Bylaw No. 1624- Amending Electoral Area 'C'/Christina Lake Zoning Bylaw First and Second Readings-Set Up Public Hearing**

**87-17** Moved: Director Worley Seconded: Chair McGregor

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

That Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1624, 2017 be read a first and second time.

Carried.

**88-17** Moved: Director Worley Seconded: Director Russell

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

That Staff be instructed to schedule and hold a public hearing for proposed Regional District of Kootenay Boundary Electoral Area 'C'/Christina Lake Zoning Amendment Bylaw No. 1624, 2017 with Chair McGregor appointed to attend and Directors Russell and Gee appointed as alternates.

Carried.

**89-17** Moved: Director Gee Seconded: Director Worley

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

That Electoral Area C/Christina Lake Zoning Amendment Bylaw No. 1624, 2017 be advanced to third reading only **SUBJECT TO** the parcel being brought into compliance with the RDKB Building and Land Use Bylaws.

Carried.



**Late (Emergent) Items****RDKB Resolution to the Association of Kootenay Boundary Local Governments (AKBLG) and Union of British Columbia Municipalities (UBCM) Recycling of Used Oil, Used Oil Filters and Containers**

Director Russell referred to discussions and recommendations made at earlier Committee of the Whole meetings with respect to the British Columbia Used Oil Manufacturing Association (BCUOMA) and the lack of proper access to services for recycling used oil and used oil filters and containers.

After discussion, it was;

**90-17**       Moved: Director Russell   Seconded: Director Worley

**Corporate Vote Unweighted**

That the Regional District of Kootenay Boundary Board of Directors submit the following resolution to the Association of Kootenay Boundary Local Governments (AKBLG) and the Union of British Columbia Municipalities (UBCM):

That the Provincial Ministry of Environment require that the British Columbia Used Oil Manufacturing Association (BCUOMA) Stewardship Plan include minimum requirements for public drop-off depots that will insure that there is access to public recycling facilities no more than 10 km from where BCUOMA recycling program materials are sold.

Carried.

**Discussion Items Referred from Other RDKB Committees**

A discussion was not required.

**Discussion of Items for Future Meetings****Director Worley-Inclusion of Electoral Area B/Lower Columbia-Old Glory as a Participant in the East End Sewerage Service**

Director Worley requested the floor and she spoke to the following matter:

Madam Chair; I would ask that Staff be directed to prepare a report on whether the Board of Directors has the authority to amend the East End Regionalized Sewer Service to include Electoral Area B/Lower Columbia-Old Glory as a participant.

I understand that despite two-thirds of the participants wanting to include Electoral Area B, that the recommendation from the East End Sewerage Committee was defeated on a weighted vote. That being said, I believe the authority rests with the entire Board and would like a report clarifying the issue.

Director Worley thanked the Board for the opportunity to bring this matter forward.

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

The Chair thanked Joey O'Brien, Managing Director, Baldy Mountain Resort for working with Staff on the arrangements for the Board meeting to be held at the Resort and for his hospitality.

Mr. O'Brien thanked the members of the Board for traveling to the ski resort for the meeting. He provided a brief summary on an innovative 10-year development/building plan (buildings and ski-lifts) that would include green technologies and he noted several areas where the RDKB may be able to facilitate and be involved in the ski resort's land-use planning, waste water and other local government initiatives.

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

A closed session was not required.

### **Adjournment**

There being no further business to discuss, it was;

**91-17** Moved: Director Rotvold

That the meeting be adjourned (time: 1:20 p.m.).

Carried.

TL

RDKB Board of Directors  
Memorandum of Action Items  
Ending February 28, 2017  
Pending Tasks

Tasks from May 26/2010 Meeting

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 2015 to discuss Sidley Mtn. Fire Protection. Information has been provided to RDOS. Waiting for a response.</i>	Ongoing

Tasks from Sept 29/2015 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
377-15	Taxation Exemption Policy	This draft policy was discussed by PEP Committee on June 15/16 and in January 2017. Proposed Policy referred to EAS Committee for review Feb 16/2017. <i>Since the deadline for submission to the Province is October 31, 2017, the Committee deferred this item to the EAS Committee.</i>	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

Tasks from Nov 26/2015 Meeting

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
438-15	Organics Collection	1. Staff will gather waste collection service information from municipalities and improvement districts in Greater Trail Waste Shed for the purposes of planning an efficient organics collection and processing service. <i>Solid Waste Management Plan Steering Committee reconvened, this will be included in plan development work.</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>Solid Waste Management Plan Steering Committee reconvened, this will be included in plan development work.</i>	IP  C
449-15	Application for Municipal Regional District Tax	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. <i>Staff continue</i>	IP

RDKB Board of Directors  
Memorandum of Action Items  
Ending February 28, 2017  
Pending Tasks

		<i>to work with reps from Boundary, nearing finalization of the application. More work required with Greenwood wanting to participate.</i>	
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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>Will be provided to PEP for discussion at April 2017 PEP meeting.</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. Report to be presented at future COW meeting. Finalizing new data reporting functions which will allow more detailed analysis of facility activities.</i> 2. The report will be presented to the COW (Environmental Services) at a future meeting.	IP

Tasks from April 21, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	ALC Presentations	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.	IP
n/a	ALC Presentations	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. <i>This item is being sent to PEP.</i>	

RDKB Board of Directors  
Memorandum of Action Items  
Ending February 28, 2017  
Pending Tasks

151-16	Bylaw Enforcement Notice and Dispute Adjudication	Order in Council granted – Bylaw Enforcement Notice Bylaw pending upon further work by staff (2017). <i>Work to continue after budget cycle meetings.</i>	IP
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. <i>Will be an issue of discussion at the January 2017 PEP meeting.</i>	IP  Ongoing

Tasks from May 26, 2016 and November 24, 2016 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	Local Gov't 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. <i>In the new year. Waiting for UBCM information.</i>	IP
424-16	Used Oil Recycling	Staff will engage in the review process for the BCUOMA Stewardship Plan and staff will contact the other Regional Districts to coordinate the efforts. <i>Staff participated in MOE review of Stewardship Plan submitted by BCUOMA pointing out plan deficiencies in the RDKB, other RDs involved in review with similar problems, discussing coordinated effort through BC Stewardship Council (all RDs members of BCSC. Work ongoing. Fact Sheet distributed at COW.</i>	IP

Tasks from August 25, 2016 and September 22, 2016 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
330-16	FLNRO BC Timber Sales Presentation and Field Tour	1. Staff will follow up with FLNRO to advise that the Board would welcome an office presentation including a review of the current Operational Plan in October or November 2016. 2. The Ministry will be advised that their offer to provide a field trip and a safety orientation has been deferred until Spring 2017 at which time staff will undertake a doodle poll to determine a possible date for the activity. <i>BC Timber Sales will be going to a February BEDC meeting.</i>	IP

RDKB Board of Directors  
Memorandum of Action Items  
Ending February 28, 2017  
Pending Tasks

Tasks from September 22, 2016 and January 26, 2017 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
353-16	Kettle River Watershed Management Plan	If the assessment deems that there is insufficient available information, and that additional information is warranted, that the Province install additional wells where necessary or reactivate inactive wells, to assist in implementing the Kettle River Watershed Management Plan.	IP
n/a	Sound System in GF Boardroom	Information regarding alternate means of addressing sound issues in the GF Board Room, will be presented to the COW during budget deliberations.	

Tasks from October 27, 2016 and November 24, 2016 Meetings

Resolution #	Issue	Actions Required/Taken	Status – C/IP
380-16	Solid Waste Management Plan Development	The SWMP will be updated for the entire RDKB and staff will notify the public of its intention to amend the Plan and begin the process of consultation on proposed plan amendments. <i>Work to be done by the SWMP Steering Committee. This will be a longer-term process and should be removed from Board Action Items.</i>	IP

Tasks from December 8, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
n/a	Banks	It was agreed to go out to tender for financial institutions in 2017 and that the RFP would be presented to the Committee of the Whole (Finance). <i>This item will be added to the COW (Finance) agenda.</i>	

Tasks from January 26, 2017 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
19-17	Boundary Area Ag and Food Project	Staff will move forward with a contract with Upland Agricultural Consulting Ltd. to undertake the work on the Boundary Area Agriculture and Food Project at a cost of \$52,000 (excluding GST).	IP
20-17	BC Timber Allocation	A letter will be sent to the Honourable Steve Thomson, FLNRO, articulating concerns regarding the lack of consultation between the Province of BC, Boundary stakeholders and local government on issues regarding BC Timber Sales allocations and other forestry issues.	
25-17	App to Provincial Infrastructure Planning Grant Program-Boundary Area Drought Management Planning	1. Should the funding be received, that the RDKB enter into a contract with CommonsPlace Consulting Ltd. to complete the project. <i>Will be completed once funding is approved.</i> 2. If the grant is received, any shortfall in funding will be made up with an application for Gas Tax funding. <i>Will be completed once funding is approved.</i>	

RDKB Board of Directors  
Memorandum of Action Items  
Ending February 28, 2017  
Pending Tasks

49-17	FCM-Proposed MOU-Sustainable and Inclusive Communities in Latin America (CISAL) Program	<ol style="list-style-type: none"> <li>1. The draft MOU will be presented to the Board at the Feb 21/17 meeting for discussion and adoption. <b>Board approved entering into the MOU. Staff has updated the MOU and obtained Chair's signature. MOU forwarded to FCM for endorsement.</b></li> <li>2. The Board will be provided with oversight to M. Andison being approved to attend. <b>The Board approved Mr. Andison to travel to Colombia.</b></li> </ol>	
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Tasks from February 21, 2017 Meeting

Resolution #	Issue	Actions Required/Taken	Status – C/IP
60-17	RDKB Fire Department Service Level Policy	The first sentence of clause a) under the Limitations on Services Provided section (page 2 of the policy) should be revised with language that provides more clarity with respect to the response required.	IP
62-17	CAO Performance Appraisal	<ol style="list-style-type: none"> <li>1. The PEP Committee will review the document for possible amendments and/or updates before it is submitted to the vendor.</li> <li>2. The overall Board will have an opportunity to discuss electronic submission of same in the near future.</li> <li>3. The logistics of how the electronic CAO Performance Appraisal survey questionnaire will be administered in terms of online submissions well be referred to the Board after the March 15, 2017 PEP Committee meeting.</li> </ol>	
67-17	Amendment to Current Big White Security Contract	An amendment to the current Big White Security contract with Paladin Security Group Ltd. to include an additional two hours of security coverage per day at Big White from Nov 1 to Apr 15 for the remainder of the term of the contract, beginning March 1, 2017 will be made.	
90-17	Recycling of Used Oil, Used Oil Filters and Containers	A resolution will be made to the AKBLG and the UBCM: That the Provincial Ministry of Environment require that the British Columbia Used Oil Manufacturing Association (BCUOMA) Stewardship Plan include minimum requirements for public drop-off depots that will ensure that there is access to public recycling facilities no more than 10 km from where BCUOMA recycling program materials are sold.	C

RDKB Board of Directors  
Memorandum of Action Items  
Ending February 28, 2017  
Pending Tasks

**All Financial Items will be dealt with a Financial Plan Bylaw:**

260-16	BV Haines Park	1. Staff will bring forward necessary amendments to the RDKB Financial Plan Bylaw # 1603, 2016.	IP
261-16	KBRFR-Five Year FP Non-budgeted Revenues and Expenses	1. Staff will bring forward the necessary amendments to the RDKB FP Bylaw #1603, 2016.	IP
n/a	Boundary Weed Stakeholders Committee	Funding for work done with respect to aquatic invasive species will be included in a future budget. <i>Staff will address this with Directors Gee and Russell during budget deliberations.</i>	IP
383-16	Auditor Services	Staff will prepare a RFP for audit services for the five-year term 2017-2021 which will be released in the spring of 2017.	IP
9-17	2017 AKBLG Sponsorship	1. The City of Rossland will be advised accordingly.	
n/a	IS Department	1. Staff will resource 1 full time employee in the IS Department, to be funded in the General Government F/P at an estimated cost of \$100,000 per annum (all costs included). 2. Staff will take the necessary steps to implement this decision as soon as the F/P is adopted.	IP





## DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6

Phone 250-545-5304 Fax 250-545-4733

Email: [info@coldstream.ca](mailto:info@coldstream.ca) Website: [www.coldstream.ca](http://www.coldstream.ca)

"Rural Living At Its Best"

February 22, 2017

File: 0230-20 SILGA 2017 Resolution

The Honourable Christy Clark, M.L.A.  
Premier of British Columbia  
PO BOX 9041 STN PROV GOVT  
Victoria BC V8W 9E1

VIA EMAIL: [premier@gov.bc.ca](mailto:premier@gov.bc.ca)

Dear Premier Clark:

**Re: Provincial Private Moorage Program**

At their meeting held February 14, 2017, The District of Coldstream Council adopted the following resolution:

*THAT the Ministry of Forest, Lands and Natural Resource Operations amend the Provincial General Permission for the Use of Crown Land for Private Moorage to explicitly require that a General Permission for private moorage requires compliance with any local government regulation pertaining to the construction, placement and use of private moorage;*

*AND THAT Front Counter BC reinstate its practice of referring Private Moorage applications to municipalities;*

*AND FURTHER THAT if the Ministry does not amend the Provincial General Permission for the Use of Crown Land for Private Moorage, that the Thompson Okanagan area be designated an "Application Only Area".*

The District has forwarded this resolution to the Southern Interior Local Government Association to seek support at the 2017 Annual Convention with the intention of presenting this resolution at the 2017 UBCM Convention. The District hopes that you will support our efforts to ensure that local government requirements are protected as they relate to the construction of docks in our communities.

Yours truly,

Jim Garlick  
Mayor

ENCL. 2017 SILGA Resolution and Background Information

Pc:

- Eric Foster M.L.A. Vernon-Monashee, via email [eric.foster.MLA@leg.bc.ca](mailto:eric.foster.MLA@leg.bc.ca)
- Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operation, via email [FLNR.Minister@gov.bc.ca](mailto:FLNR.Minister@gov.bc.ca)
- Greg Kockx, Manager Land Tenures Branch, Ministry of Forests, Lands and Natural Resource Operations, via email [Greg.Kockx@gov.bc.ca](mailto:Greg.Kockx@gov.bc.ca)
- UBCM Member Municipalities

**RESOLUTION TO THE**  
**Southern Interior Local Government Association**  
**(SILGA)**

**Provincial Private Moorage Program****District of Coldstream**

**WHEREAS** the Ministry of Forests, Lands and Natural Resource Operations has amended the private moorage program permitting residential docks to be authorized under a "General Permission" rather than an application-driven Crown land tenure;

**AND WHEREAS** residential docks authorized under a "General Permission" will not require a referral to the local government for compliance with local government requirements:

**THEREFORE BE IT RESOLVED** that the Ministry of Forests, Lands and Natural Resource Operations amend the Provincial General Permission for the Use of Crown Land for Private Moorage to explicitly require that a General Permission for private moorage requires compliance with any local government regulation pertaining to the construction, placement and use of private moorage;

**AND THAT** Front Counter BC reinstate its practice of referring Private Moorage applications to municipalities;

**AND FURTHER THAT** if the Ministry does not amend the Provincial General Permission for the Use of Crown Land for Private Moorage, that the Thompson Okanagan area be designated an "Application Only Area".

---

**BACKGROUND INFORMATION**

Under the previous process applications for a dock approval included a form of tenure for the area of the waterbody where the dock was to be located. Previously a person would receive tenure over the area, usually for a ten-year period of time. Through that process the local government would receive a referral to confirm compliance with use and dock dimensions. If the local government's requirements were satisfied and the dock met provincial guidelines, tenure would be granted and the dock permitted.

Under the new General Permission standards, tenure is not granted; the property owner has the right to install a dock on the water provided it meets the provincial guidelines.

One of the conditions to comply with the General Permission is that the dock has to comply with any local government requirements. Unfortunately there is no check at the provincial level to see if it complies, nor is there a referral to the local government for comments.

When an application is submitted to the province, provided it meets provincial requirements and environmental criteria, the owner will be advised that they can construct the dock. That approval is conditional to the dock meeting local government requirements.

The onus is then on the property owner to check with the local government to make sure the local government requirements are met.

This creates a scenario where people will believe they have what they need once the province "signs off" and may not check with the local government for their requirements.

It would be better for all parties if the province were to continue to refer applications to the local government prior to allowing the General Permission.



March 1, 2017

~~Beth Burget~~

*Rick B. Burget*  
*Boundary Director*  
 Kootenay Boundary Regional District  
 202 - 843 Rossland Avenue  
 Trail, BC V1R 4S8

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	
MAR 1 2017	
DOC #	
REF. TO:	<i>M.P.</i>
CC:	<i>T.L.</i>

Ref: 115270

Dear Beth Burget:

***Canada Starts Here: The BC Jobs Plan*** was launched five years ago to strengthen, diversify and grow our economy and support long-term job creation in our province.

We are now seeing the significant benefits of these efforts. When we launched the BC Jobs Plan, British Columbia (BC) ranked third among provinces in economic growth and ninth in job creation. Today, we are first in both areas, and many economists across the country expect BC to be a leader in economic growth over the next two years.

We recognize that this growth has not been felt equally across all regions of the province. Our uncertain global economy has led to lower commodity prices and economic declines for some of our trading partners. This is having an impact on many communities that depend on natural resource development for their livelihood.

At the core of the BC Jobs Plan, and a priority for government, is the goal to diversify, grow and strengthen the economies of every region in BC. The focus on key sectors, both traditional and emerging, supports economic resilience for the province. Our fiscal discipline and strong economy mean that we have the capacity to invest in our people, the environment, communities and business. These fundamentals help prepare all of BC to compete in a rapidly changing and often uncertain global environment.

We are also taking specific action to support our rural economies and offset the impact of global economic forces:

- Created the Rural Advisory Council, made up of 13 individuals from communities across rural BC, which provides a strong voice for rural British Columbians.

.../2

Ministry of Jobs, Tourism and  
Skills Training and Minister  
Responsible for Labour

Office of the Minister

Mailing Address:  
PO Box 9071 Stn Prov Govt  
Victoria BC V8W 9E2  
Phone: 250 356-2771  
Fax: 250 356-3000

Location:  
Room 138  
Parliament Buildings  
Victoria BC  
[www.gov.bc.ca/jtst](http://www.gov.bc.ca/jtst)

Beth Burget  
Page 2

- Appointed a new Minister of State for Rural Economic Development to strengthen our focus on economic growth and job creation in rural communities and lead development of a Rural Economic Development Strategy.
- Created the \$75 million BC Rural Dividend program to help small rural communities and First Nations diversify their economies.
- Continue to make significant investments in the building blocks for long-term prosperity in communities including infrastructure, housing, skills training and education, and public health.

As a leader in your community, you are also a partner in our province's economic development. You are a major stakeholder in the future of our economy, which is why we are sending you the BC Jobs Plan 5-Year Update. The document can also be found at [www.bcjobsplan.ca](http://www.bcjobsplan.ca).

This update highlights significant achievements we have made over the past five years. We engaged with a wide variety of stakeholders, representing a number of industries and sectors from across the province to inform 25 new targets. These new targets will help ensure that our businesses, communities and citizens are well positioned for enduring economic prosperity.

We hope, as you read through the 5-Year Update, you feel confident in our commitment to drive diversity and growth in every region across the province. It is our hope that you will assist in distributing the province's economic development strategy, the BC Jobs Plan 5-year Update, to citizens in your region and community to inform them of the benefits of a diverse and strong economy.

Best wishes for you in 2017.

Sincerely,



Shirley Bond  
Minister of Jobs, Tourism and Skills Training  
And Minister Responsible for Labour



Greg Kylo  
Parliamentary Secretary  
The BC Jobs Plan

Enclosure





MAR - 3 2017

Ref: 170425

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

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
FILE #	MAR - 3 2017
DOC #	.....
REF. TO:	MC
CC:	IL / Board

Dear Chair McGregor:

The Ministry of Community, Sport and Cultural Development has reviewed your application for a Nominal Rent Tenure (NRT) for a disc golf course near Christina Lake. As your proposed use of Crown land for this area meets the Province of British Columbia's criteria, I am pleased to sponsor your application.

Location and Proposed Use	File #	Amount
Christina Lake Disc Golf	226319	\$268,588

Obtaining sponsorship is the first step in the application process for a Province of British Columbia NRT. Ministry sponsorship does not guarantee final approval of your application by the Province. The intent of the sponsorship is to inform FrontCounter BC (FCBC) staff who coordinate Crown land applications and the lands staff at the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) that this Ministry supports your proposed use of the Crown land. FLNRO staff will review your NRT application. This Ministry is not involved in the adjudication process.

Any additional costs identified during the processing of your application, other than the value of the land, will need to be covered by the applicant. These may include legal, conveyance, survey and appraisal fees, advertising, and development and marketing costs of the subject property. In addition, FLNRO may request your assistance in engaging with local First Nations prior to any land transfer or tenure.

FCBC and other lands staff at FLNRO will process your application when they receive a copy of this sponsorship letter, and will notify you if additional information is required. FLNRO will then forward recommendations to Government to obtain approval for the transfer of Crown land or tenure. To track your application, please contact your regional FCBC or FLNRO office or visit:  
[www.frontcounterbc.gov.bc.ca/contact/](http://www.frontcounterbc.gov.bc.ca/contact/).

.../2

Ministry of Community,  
Sport and Cultural Development and  
Minister Responsible for TransLink

Office of the Minister

Mailing Address:  
PO Box 9056 Stn Prov Govt  
Victoria BC V8W 9E2  
Phone: 250 387-2283  
Fax: 250 387-4312

Location:  
Room 310  
Parliament Buildings  
Victoria BC

[www.gov.bc.ca/cscd](http://www.gov.bc.ca/cscd)

Grace McGregor, Chair  
Page 2

You will be advised of a final decision prior to the end of the application process.

I wish you every success with your project.

Sincerely,

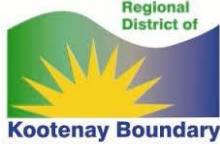
A handwritten signature in dark ink, appearing to read 'P. Fassbender', with a long horizontal flourish extending to the right.

Peter Fassbender  
Minister

pc: Linda Larson, MLA  
Boundary – Similkameen

Barry Comin  
Natural Resource Specialist  
Cranbrook FrontCounter BC  
Ministry of Forests, Lands and Natural Resource Operations

Carly Rimell  
Senior Planner  
Regional District of Kootenay Boundary



# KOOTENAY BOUNDARY ANIMAL CONTROL

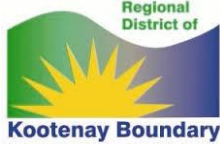
## Monthly Report of Activities

### February 2017

February 1 - 4	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"	1	02		005-17CL	
Grand Forks	2	01,02,03,04		008-17GF 007-17GF	
Area "D"		01,02,03,04			
Greenwood		02,04			

February 5 - 11	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"		08			
Grand Forks	2	06,07,08,11	009-17AD		009-17AD
Area "D"	1	06,07,08,09,11,12	011-17AD	011-17AD 101-16.AD	
Greenwood	1	06,10	010-17GW	010-17GW	





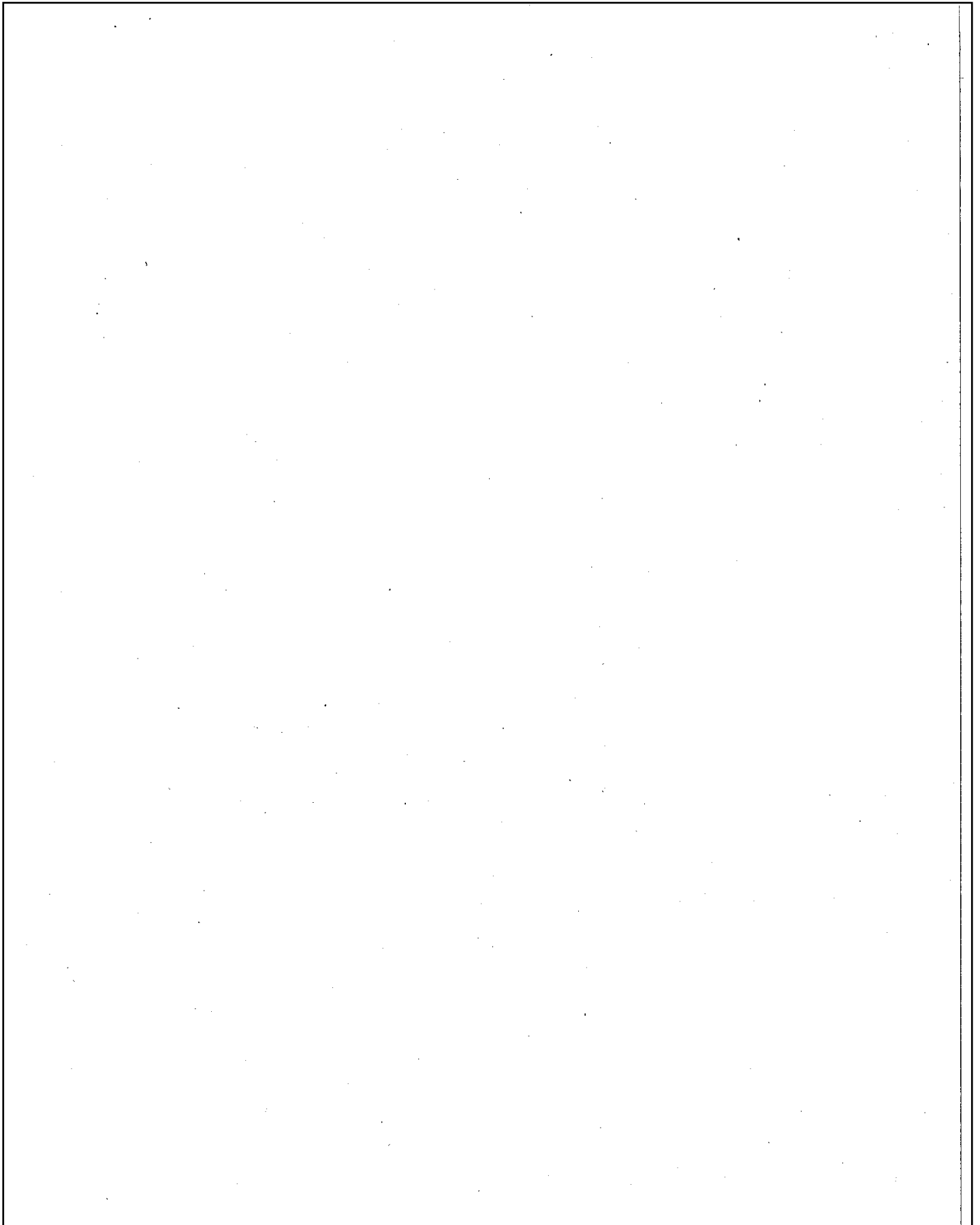
February 12 - 18	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"	1	13,14,15,16	012-17CL	012-17CL	
Grand Forks	2	14,15,16,17	015-17GF		
Area "D"		13,14,16,17,18		011-17AD	
Greenwood		18	013-17GW 014-17GW	006-17GW	013-17GW 014-17GW

February 19 - 28	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"		22,26			
Grand Forks	1	20,21,22,23,25,27		015-17GF	
Area "D"		21,22,23,25,27		011-17AD	
Greenwood	3	20,23,25,28		014-17GW 015-17GW	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
INTERIM SCHEDULE SUMMARY:

**Feb-17**

ACCOUNTS PAYABLE FOR FEBRUARY 2017	\$1,101,041.15
PAYROLL EXPENDITURES (PP# 3 & 4)	\$613,112.90
<b>TOTAL EXPENDITURES FOR FEBRUARY 2017</b>	<b><u>\$1,714,154.05</u></b>



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Mar 06, 2017

Time : 2:42 pm

Supplier : 084010 To ZUM001

Cheque Dt. 01-Feb-2017 To 28-Feb-2017

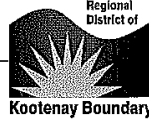
Bank : 1 - CIBC Bank - General

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
56745	03-Feb-2017	BOU046	BOUNDARY METIS COMMUNITY ASSOCIATIO	Issued	27	C	1,200.00
56746	03-Feb-2017	BRI050	BRIDESVILLE COMMUNITY CLUB	Issued	27	C	50.00
56747	03-Feb-2017	CIB010	CIBC VISA	Issued	27	C	15,759.57
56748	03-Feb-2017	CLE001	CLEMENS, CHUCK	Issued	27	C	603.22
56749	03-Feb-2017	COM060	COMPLETE CLIMATE CONTROL INC.	Issued	27	C	980.97
56750	03-Feb-2017	DUE020	DUECK, TIM	Issued	27	C	171.90
56751	03-Feb-2017	ECL010	ECLIPSE INSPECTION & WELDING SERVICE	Issued	27	C	3,150.00
56752	03-Feb-2017	ELI010	ELI MINA CONSULTING	Issued	27	C	550.00
56753	03-Feb-2017	ENV010	ENVIRONMENTAL OPERATORS CERTIFICATI	Issued	27	C	430.50
56754	03-Feb-2017	FOR010	FORTISBC - ELECTRICITY	Issued	27	C	1,262.13
56755	03-Feb-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	27	C	7,600.27
56756	03-Feb-2017	FRI015	FRIESEN, RICHARD	Issued	27	C	75.00
56757	03-Feb-2017	GEN003	GENELLE GENERAL STORE	Issued	27	C	120.57
56758	03-Feb-2017	GES010	GESCAN - Division of Sonepar	Issued	27	C	65.90
56759	03-Feb-2017	GRA600	GRAND FORKS BMX SOCIETY	Issued	27	C	5,250.00
56760	03-Feb-2017	GRA630	GRAYSON, SARA	Issued	27	C	63.82
56761	03-Feb-2017	GRE030	GREYHOUND COURIER EXPRESS	Issued	27	C	499.59
56762	03-Feb-2017	HAG020	HAGEL, JEREMY	Issued	27	C	225.00
56763	03-Feb-2017	HAG060	HAGEL, SANDY	Issued	27	C	225.00
56764	03-Feb-2017	INT140	INTERIOR HEALTH	Issued	27	C	975.00
56765	03-Feb-2017	KET015	KETTLE ECOLOGICAL	Issued	27	C	1,535.63
56766	03-Feb-2017	MAR180	MARKS, KEVIN	Issued	27	C	450.00
56767	03-Feb-2017	MIN030	MINISTER OF FINANCE	Issued	27	C	10,725.00
56768	03-Feb-2017	MIN170	MINISTER OF FINANCE	Issued	27	C	1,800.00
56769	03-Feb-2017	MOR025	MORASSUT, ANGELA ALICE	Issued	27	C	194.14
56770	03-Feb-2017	OFF020	OFFICE DOC	Issued	27	C	528.46
56771	03-Feb-2017	OLD010	OLD DUTCH FOODS	Issued	27	C	57.60
56772	03-Feb-2017	RBM010	R B MECHANICAL	Issued	27	C	222.94
56773	03-Feb-2017	SEC030	SECURE BY DESIGN	Issued	27	C	44.80
56774	03-Feb-2017	SEL010	SELECT OFFICE PRODUCTS	Issued	27	C	179.15
56775	03-Feb-2017	SEL040	SELKIRK COLLEGE (CASTLEGAR)	Issued	27	C	2,160.00
56776	03-Feb-2017	SHA010	SHANAHAN'S LTD.	Issued	27	C	329.28
56777	03-Feb-2017	SHA030	SHAW CABLE	Issued	27	C	348.47
56778	03-Feb-2017	SOL001	THE SOLID WASTE ASSOC. OF NORTH AMER	Cancelled	53	C	0.00
56779	03-Feb-2017	STE130	STERICYCLE COMMUNICATION SOLUTIONS	Issued	27	C	789.66
56780	03-Feb-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	27	C	12,801.31
56781	03-Feb-2017	TEL002	TELUS MOBILITY	Issued	27	C	2,825.69
56782	03-Feb-2017	VAN100	VAN HOLST, ROY	Issued	27	C	723.15
56783	03-Feb-2017	VER080	VERSA-TASK SERVICES	Issued	27	C	517.50
56784	03-Feb-2017	VIS050	VISTA RADIO LTD.	Issued	27	C	682.50
56785	03-Feb-2017	WAL080	WAL MART CANADA CORP	Issued	27	C	182.23
56786	03-Feb-2017	WES025	WESTEK CONTROLS LTD.	Issued	27	C	2,141.58
56787	03-Feb-2017	ZON030	ZONE 4 FIRE CHIEFS	Issued	27	C	100.00
56788	03-Feb-2017	ZUM001	ZUMBRUNN, NATALIA	Issued	27	C	96.00
56794	09-Feb-2017	ALG010	A.L.G. SAFETY	Issued	35	C	645.75
56795	09-Feb-2017	BCS010	BC SNOWBOARD ASSOCIATION	Issued	35	C	500.00
56796	09-Feb-2017	BEA055	BEAVER VALLEY DYNAMIC AGING SOCIETY	Issued	35	C	1,209.56
56797	09-Feb-2017	BEL070	BELL MEDIA RADIO GP	Issued	35	C	1,207.50
56798	09-Feb-2017	BIG045	BIG WHITE CHAMBER OF COMMERCE	Issued	35	C	50.00
56799	09-Feb-2017	BOU030	BOUNDARY MUSEUM SOCIETY	Issued	35	C	6,000.00
56800	09-Feb-2017	BOU039	BOUNDARY COUNTRY HEATING & COOLING	Issued	35	C	281.93
56801	09-Feb-2017	BOU580	BOUNDARY EMERGENCY AND TRANSITION	Issued	35	C	4,500.00
56802	09-Feb-2017	CEC010	CECCHINI, PATRICIA	Issued	35	C	117.84
56803	09-Feb-2017	CHE050	CHERRY HILL COFFEE INC.	Issued	35	C	129.50

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Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
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56804	09-Feb-2017	CHR270	CHRISTINA LAKE NEWS	Issued	35	C	150.50
56805	09-Feb-2017	CIE020	CI EXCAVATING	Issued	35	C	1,985.55
56806	09-Feb-2017	COL017	COLBACHINI, CHERYL ANN	Issued	35	C	119.50
56807	09-Feb-2017	DEL070	DELL CANADA INC	Issued	35	C	266.54
56808	09-Feb-2017	FIR009	FIRE FIGHTER FIT	Issued	35	C	70.00
56809	09-Feb-2017	FIR050	FIRE ENGINEERING	Issued	35	C	42.00
56810	09-Feb-2017	FLE015	FLEETCOR CANADA MASTERCARD	Issued	35	C	2,837.23
56811	09-Feb-2017	FLE015	FLEETCOR CANADA MASTERCARD	Issued	35	C	613.12
56812	09-Feb-2017	FOR010	FORTISBC - ELECTRICITY	Issued	35	C	34,256.14
56813	09-Feb-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	35	C	7,277.07
56814	09-Feb-2017	FRI025	FRIENDS OF THE ROSSLAND RANGE SOCIE	Issued	35	C	122.21
56815	09-Feb-2017	FRI100	FRITO LAY CANADA	Issued	35	C	69.66
56816	09-Feb-2017	FRU020	FRUITVALE CO-OP	Issued	35	C	211.95
56817	09-Feb-2017	GES010	GESCAN - Division of Sonepar	Issued	35	C	98.90
56818	09-Feb-2017	GFO010	GOVERNMENT FINANCE OFFICERS ASSOC.	Issued	35	C	719.25
56819	09-Feb-2017	GLE040	GLENMERRY GLASS LTD.	Issued	35	C	126.00
56820	09-Feb-2017	GLO040	GLOBE CAFE & TAPAS BAR	Cancelled	53	C	0.00
56821	09-Feb-2017	GRA080	GRAND FORKS FLYING ASSOCIATION	Issued	35	C	4,000.00
56822	09-Feb-2017	GRE030	GREYHOUND COURIER EXPRESS	Issued	35	C	30.91
56823	09-Feb-2017	GRE570	GREATER TRAIL ACTIVITIES CENTRE FOR TH	Issued	35	C	7,600.00
56824	09-Feb-2017	JES001	JESSE JAMES BOBCAT & LANDSCAPING	Issued	35	C	509.25
56825	09-Feb-2017	KE'T010	KETTLE RIVER SENIORS ASSOC. (ECHO)	Issued	35	C	340.00
56826	09-Feb-2017	KON070	KONRAD, FRANK	Issued	35	C	165.54
56827	09-Feb-2017	LIS020	LISA'S LAKESIDE BISTRO	Issued	35	C	277.20
56828	09-Feb-2017	MAR006	MARINO WHOLESALE LTD.	Issued	35	C	697.42
56829	09-Feb-2017	MID025	MIDWAY COMMUNITY ASSOCIATION	Issued	35	C	500.00
56830	09-Feb-2017	MIN040	MINISTER OF FINANCE	Issued	35	C	449.37
56831	09-Feb-2017	MIN090	MINISTER OF FINANCE	Issued	35	C	310.93
56832	09-Feb-2017	MIN160	MINISTER OF FINANCE	Issued	35	C	89.32
56833	09-Feb-2017	MIS040	MISA BC	Issued	35	C	330.00
56834	09-Feb-2017	ORC010	ORCHARD FORD SALES LTD.	Issued	35	C	89.46
56835	09-Feb-2017	PAR007	PARKINSON, ARLENE F	Issued	35	C	50.00
56836	09-Feb-2017	PEA010	PEAK EXCAVATING	Issued	35	C	472.50
56837	09-Feb-2017	PET010	PETRO CANADA	Issued	35	C	5,590.27
56838	09-Feb-2017	PIR015	PIRANHAS SWIM CLUB	Issued	35	C	1,500.00
56839	09-Feb-2017	RAC010	RACE TRAC FUELS	Issued	35	C	1,115.15
56840	09-Feb-2017	RAT015	RATCLIFFE, SARAH	Issued	35	C	219.05
56841	09-Feb-2017	REC010	RECEIVER GENERAL FOR CANADA	Issued	35	C	88,769.64
56842	09-Feb-2017	ROC190	ROCK CREEK COMMUNITY MEDICAL SOCIET	Issued	35	C	438.31
56843	09-Feb-2017	ROS010	THE CITY OF ROSSLAND	Issued	35	C	6,074.07
56844	09-Feb-2017	ROS065	ROSSLAND YOUTH ACTION NETWORK	Issued	35	C	1,500.00
56845	09-Feb-2017	ROT030	ROTVOLD, MARGUERITE	Issued	35	C	346.80
56846	09-Feb-2017	SCO010	SCOUTS CANADA - 1ST BEAVER VALLEY	Issued	35	C	2,000.00
56847	09-Feb-2017	SEV020	SEVEN SUMMITS COFFEE COMPANY	Issued	35	C	120.00
56848	09-Feb-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	35	C	302.87
56849	09-Feb-2017	TEL002	TELUS MOBILITY	Issued	35	C	309.33
56850	09-Feb-2017	TEL050	TELUS SERVICES INC.	Issued	35	C	604.47
56851	09-Feb-2017	TIL010	TILLER, MEGAN	Issued	35	C	30.00
56852	09-Feb-2017	TRA190	TRAIL & DISTRICT ARTS COUNCIL	Issued	35	C	7,072.00
56853	09-Feb-2017	VER080	VERSA-TASK SERVICES	Issued	35	C	180.00
56854	09-Feb-2017	VON015	VON DIEBITSCH, RAYMOND	Issued	35	C	76.38
56855	09-Feb-2017	WAS010	WASTE MANAGEMENT	Issued	35	C	1,331.49
56856	09-Feb-2017	WES012	WESTKEY GRAPHICS	Issued	35	C	106.40

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
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56857	09-Feb-2017	WES100	WESCO	Issued	35	C	559.39
56858	09-Feb-2017	ZON030	ZONE 4 FIRE CHIEFS	Issued	35	C	100.00
56859	16-Feb-2017	BEL110	BELL MOBILITY INC.	Issued	38	C	177.05
56860	16-Feb-2017	BRA040	BRADLEY, TYLER	Issued	38	C	259.62
56861	16-Feb-2017	CAF010	CAFE MICHAEL LTD.	Issued	38	C	459.01
56862	16-Feb-2017	COM014	COMO, DAVID K	Issued	38	C	23.38
56863	16-Feb-2017	HOR080	HORNE, KOLBY	Issued	38	C	395.25
56864	16-Feb-2017	IMP001	IMPERIAL OIL c/o 172965 CANADA LIMITED	Issued	38	C	166.72
56865	16-Feb-2017	STA007	DESJARDINS CARD SERVICES	Issued	38	C	382.04
56866	16-Feb-2017	TDC020	TD CANADA TRUST	Issued	38	C	3,039.41
56867	16-Feb-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	38	C	2,013.65
56868	16-Feb-2017	TWI070	TWISTED FORKS CATERING	Issued	38	C	420.00
56881	24-Feb-2017	ACC050	ACCURAALARMS SECURITY SERVICE	Issued	49	C	210.32
56882	24-Feb-2017	BAZ010	THE PARTY BAZAAR	Issued	49	C	308.66
56883	24-Feb-2017	BEL070	BELL MEDIA RADIO GP	Issued	49	C	147.00
56884	24-Feb-2017	BES005	BEST WESTERN PLUS COLUMBIA RIVER HO	Issued	49	C	158.19
56885	24-Feb-2017	BOU460	BOUNDARY EXCAVATING	Issued	49	C	196.88
56886	24-Feb-2017	BRI001	BRINK'S CANADA LIMITED	Issued	49	C	353.04
56887	24-Feb-2017	BUI020	BUILDING OFFICIAL'S ASSOC. OF BC	Issued	49	C	2,206.30
56888	24-Feb-2017	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES -	Issued	49	C	4,443.17
56889	24-Feb-2017	CAR011	CAREER DEVELOPMENT SERVICES	Issued	49	C	4,783.00
56890	24-Feb-2017	CAR015	CARVELLO LAW CORPORATION	Issued	49	C	787.68
56891	24-Feb-2017	CAS017	CASTLEGAR HOSPICE SOCIETY	Issued	49	C	240.00
56892	24-Feb-2017	CBC010	CBC RADIO - CANADA	Issued	49	C	4,493.97
56893	24-Feb-2017	CHE050	CHERRY HILL COFFEE INC.	Issued	49	C	87.68
56894	24-Feb-2017	CHR270	CHRISTINA LAKE NEWS	Issued	49	C	294.02
56895	24-Feb-2017	COL017	COLBACHINI, CHERYLANN	Issued	49	C	119.50
56896	24-Feb-2017	COM009	COMPLETE MAILING SOLUTIONS	Issued	49	C	262.15
56897	24-Feb-2017	DON020	DON FOLK OLDSMOBILE	Issued	49	C	41,767.38
56898	24-Feb-2017	DPD001	DP DIGITAL VIDEO	Issued	49	C	1,500.00
56899	24-Feb-2017	DUE020	DUECK, TIM	Issued	49	C	25.00
56900	24-Feb-2017	ELL010	ELLIOTT, MAUREEN	Issued	49	C	33.58
56901	24-Feb-2017	FER001	FERRARO FOODS	Issued	49	C	95.32
56902	24-Feb-2017	FOR010	FORTISBC - ELECTRICITY	Issued	49	C	274.12
56903	24-Feb-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	49	C	1,685.16
56904	24-Feb-2017	GAI010	GAIA PRINCIPLES IPM SERVICES	Issued	49	C	52.50
56905	24-Feb-2017	GEN050	GENELLE IMPROVEMENT DISTRICT	Issued	49	C	684.00
56906	24-Feb-2017	GER030	GERICK CYCLE & SPORTS	Issued	49	C	56.00
56907	24-Feb-2017	GES010	GESCAN - Division of Sonepar	Issued	49	C	118.47
56908	24-Feb-2017	HAR025	HARRIS, JIM	Issued	49	C	834.60
56909	24-Feb-2017	HOM010	HOME DEPOT CREDIT SERVICES	Issued	49	C	122.68
56910	24-Feb-2017	IMP020	IMPERIAL OIL LIMITED	Issued	49	C	70.01
56911	24-Feb-2017	KIM050	KIM'S CREATIONS	Issued	49	C	5,723.81
56912	24-Feb-2017	LYT020	LYTLE, NICHOLA	Issued	49	C	1,575.00
56913	24-Feb-2017	MAR090	MARTECH MOTOR WINDING LTD.	Issued	49	C	411.16
56914	24-Feb-2017	MIN010	MINISTER OF FINANCE	Issued	49	C	16,920.08
56915	24-Feb-2017	MIN160	MINISTER OF FINANCE	Issued	49	C	108.82
56916	24-Feb-2017	MJS010	MJS HVAC SERVICES INC.	Issued	49	C	1,375.26
56917	24-Feb-2017	MOO100	MOORE, KRISTIN	Issued	49	C	70.00
56918	24-Feb-2017	PAG010	PAGE, KIM	Issued	49	C	20.85
56919	24-Feb-2017	PRO060	PROLINE CUSTOM CLOTHING INC.	Issued	49	C	236.15
56920	24-Feb-2017	PUR020	PUROLATOR INC.	Issued	49	C	209.80
56921	24-Feb-2017	RAT015	RATCLIFFE, SARAH	Issued	49	C	230.00

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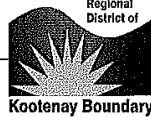
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Medium : M=Manual C=Computer E=EFT-PA

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56922	24-Feb-2017	REC010	RECEIVER GENERAL FOR CANADA	Issued	49	C	86,881.54
56923	24-Feb-2017	REI003	REILLY, BRIANNA	Issued	49	C	966.00
56924	24-Feb-2017	ROS010	THE CITY OF ROSSLAND	Issued	49	C	279.15
56925	24-Feb-2017	SEL010	SELECT OFFICE PRODUCTS	Issued	49	C	416.49
56926	24-Feb-2017	SHA030	SHAW CABLE	Issued	49	C	547.96
56927	24-Feb-2017	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TC	Issued	49	C	7,437.00
56928	24-Feb-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	49	C	3,304.93
56929	24-Feb-2017	THO130	THOMPSON OKANAGAN TOURISM ASSOCIAT	Issued	49	C	1,285.20
56930	24-Feb-2017	TOM060	TOMASHEWSKY, ROSANNE, IN TRUST	Issued	49	C	143.78
56931	24-Feb-2017	TRE090	TREASURES INSURANCE & RISK MANAGEME	Issued	49	C	587.00
56932	24-Feb-2017	UBC020	UBCM	Issued	49	C	5,579.04
56933	24-Feb-2017	VAN100	VAN HOLST, ROY	Issued	49	C	927.31
56934	24-Feb-2017	WAL080	WAL MART CANADA CORP	Issued	49	C	365.00
56935	24-Feb-2017	WAS010	WASTE MANAGEMENT	Issued	49	C	837.06
56936	24-Feb-2017	XER010	XEROX CANADA LTD.	Issued	49	C	64.75
56937	24-Feb-2017	YOU080	YOUR DOLLAR STORE WITH MORE 180	Issued	49	C	22.73
00067-0001	03-Feb-2017	ACE010	A.C.E. COURIER SERVICES	Issued	26	T	92.05
00067-0002	03-Feb-2017	ACK020	ACKLANDS-GRAINGER INC.	Issued	26	T	73.81
00067-0003	03-Feb-2017	ATS001	AT SOURCE RECYCLING SYSTEMS CORP.	Issued	26	T	761.60
00067-0004	03-Feb-2017	BAT030	BATTRICK & SONS LOCKSMITHING	Issued	26	T	266.70
00067-0005	03-Feb-2017	BCT030	BC TRANSIT	Issued	26	T	136,976.00
00067-0006	03-Feb-2017	BEN015	BENEFITS BY DESIGN	Issued	26	T	2,300.79
00067-0007	03-Feb-2017	BIG050	BIG WHITE CENTRAL RESERVATIONS LTD.	Issued	26	T	670.68
00067-0008	03-Feb-2017	BIG130	BIG WHITE ELECTRICAL LTD.	Issued	26	T	241.50
00067-0009	03-Feb-2017	BOU070	BOUNDARY HOME BUILDING CENTRE	Issued	26	T	14.92
00067-0010	03-Feb-2017	BOU530	BOUNDARY LOCKSMITHS	Issued	26	T	239.68
00067-0011	03-Feb-2017	BRE020	BRENNTAG CANADA INC.	Issued	26	T	1,322.88
00067-0012	03-Feb-2017	BRO015	BROWN, JASON	Issued	26	T	450.00
00067-0013	03-Feb-2017	BVC001	BV COMMUNICATIONS LTD.	Issued	26	T	2,044.37
00067-0014	03-Feb-2017	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	26	T	279.26
00067-0015	03-Feb-2017	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	26	T	35.73
00067-0016	03-Feb-2017	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Issued	26	T	1,805.40
00067-0017	03-Feb-2017	CHR003	CHRISTMAN, MARTIN RUSSELL	Issued	26	T	554.76
00067-0018	03-Feb-2017	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	26	T	63.66
00067-0019	03-Feb-2017	CLA130	CLARITY DEVELOPMENT CONSULTING INC.	Issued	26	T	262.50
00067-0020	03-Feb-2017	CLE050	CLEARTECH INDUSTRIES	Issued	26	T	5,775.97
00067-0021	03-Feb-2017	COM190	COMMONSPACE CONSULTING	Issued	26	T	11,718.00
00067-0022	03-Feb-2017	COM230	COMMUNITY ENERGY ASSOCIATION	Issued	26	T	14,120.00
00067-0023	03-Feb-2017	DEN060	DENKOVSKI, GORAN	Issued	26	T	63.69
00067-0024	03-Feb-2017	ENO010	ENORMOUS PRODUCTIONS	Issued	26	T	1,139.25
00067-0025	03-Feb-2017	FED020	FEDERATED CO-OPERATIVES LTD.	Issued	26	T	870.74
00067-0026	03-Feb-2017	GEO020	GEOTRAC SYSTEMS INC.	Issued	26	T	257.60
00067-0027	03-Feb-2017	GRA100	GRAND FORKS GLASS LTD.	Issued	26	T	151.95
00067-0028	03-Feb-2017	HAC020	HACH SALES AND SERVICE CANADA LTD.	Issued	26	T	872.07
00067-0029	03-Feb-2017	INN010	INNOV 8 DS DIGITAL SOLUTIONS	Issued	26	T	310.08
00067-0030	03-Feb-2017	ISL030	ISL ENGINEERING AND LAND SERVICES LTD.	Issued	26	T	2,362.50
00067-0031	03-Feb-2017	LOR010	LORDCO PARTS LTD.	Issued	26	T	468.99
00067-0032	03-Feb-2017	MCG020	MCGREGOR, ROBERT	Issued	26	T	800.28
00067-0033	03-Feb-2017	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	26	T	105.29
00067-0034	03-Feb-2017	PAC020	PACIFIC BLUE CROSS	Issued	26	T	30,604.42
00067-0035	03-Feb-2017	PAL005	PALADIN SECURITY GROUP LTD.	Issued	26	T	7,660.80
00067-0036	03-Feb-2017	PAR050	PARSLOW LOCK & SAFE	Issued	26	T	98.52
00067-0037	03-Feb-2017	PEN002	PENGELLEY, JOHN	Issued	26	T	149.80

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Seq : Cheque No. Status : All

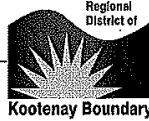
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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 1 CIBC Bank - General							
00067-0038	03-Feb-2017	PEN030	PENNER, BRUCE	Issued	26	T	822.52
00067-0039	03-Feb-2017	POW100	POWER TECH ELECTRIC LTD.	Issued	26	T	3,886.19
00067-0040	03-Feb-2017	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	26	T	8,405.10
00067-0041	03-Feb-2017	RJA010	RJAMES MANAGEMENT GROUP	Issued	26	T	442.18
00067-0042	03-Feb-2017	ROC050	ROCKY MOUNTAIN ENERGY	Issued	26	T	804.47
00067-0043	03-Feb-2017	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	26	T	35.70
00067-0044	03-Feb-2017	SPE030	SPEEDPRO SIGNS PLUS	Issued	26	T	828.80
00067-0045	03-Feb-2017	TRA010	THE CITY OF TRAIL	Issued	26	T	569.60
00067-0046	03-Feb-2017	FRU010	THE VILLAGE OF FRUITVALE	Issued	26	T	80,203.31
00067-0047	03-Feb-2017	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	26	T	20.00
00067-0048	03-Feb-2017	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	26	T	152.90
00067-0049	03-Feb-2017	TRO010	TROWELEX RENTALS AND SALES	Issued	26	T	32.37
00067-0050	03-Feb-2017	VAL130	VALLIN	Issued	26	T	377.26
00067-0051	03-Feb-2017	VAN050	VAN HELLEMOND SPORTE LTD.	Issued	26	T	236.32
00067-0052	03-Feb-2017	WOO001	WOOD WYANT INC.	Issued	26	T	83.90
00067-0053	03-Feb-2017	XLW010	XL QUALITY INDUSTRIAL SERVICES	Issued	26	T	128.80
00068-0001	09-Feb-2017	ACK020	ACKLANDS-GRAINGER INC.	Issued	34	T	380.84
00068-0002	09-Feb-2017	ANN030	ANNUVA SOLUTIONS	Issued	34	T	33.56
00068-0003	09-Feb-2017	BEL020	BELLA TIRE SERVICE CENTRE LTD.	Issued	34	T	248.13
00068-0004	09-Feb-2017	BRA030	BRANDT TRACTOR	Issued	34	T	460.29
00068-0005	09-Feb-2017	BVC001	BV COMMUNICATIONS LTD.	Issued	34	T	123.20
00068-0006	09-Feb-2017	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	34	T	129.68
00068-0007	09-Feb-2017	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Issued	34	T	100.00
00068-0008	09-Feb-2017	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	34	T	63.66
00068-0009	09-Feb-2017	GRA010	CITY OF GRAND FORKS	Issued	34	T	1,000.00
00068-0010	09-Feb-2017	CLE050	CLEARTECH INDUSTRIES	Issued	34	T	505.58
00068-0011	09-Feb-2017	COO050	COOKSON MOTORS LTD.	Issued	34	T	234.67
00068-0012	09-Feb-2017	DAN090	DANCHUK, JOSEPH, P.	Issued	34	T	84.32
00068-0013	09-Feb-2017	FOU080	FOUR STAR COMMUNICATIONS INC.	Issued	34	T	247.86
00068-0014	09-Feb-2017	GAU050	GAUDRY, MITCHELL	Issued	34	T	35.00
00068-0015	09-Feb-2017	GEE020	GEE, VICKI LYNN	Issued	34	T	843.94
00068-0016	09-Feb-2017	GIL030	GILLMOR, NANCY	Issued	34	T	49.35
00068-0017	09-Feb-2017	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	Issued	34	T	1,323.00
00068-0018	09-Feb-2017	GRA050	GRAND FORKS HOME HARDWARE	Issued	34	T	342.92
00068-0019	09-Feb-2017	GRI010	GRIEVE, ALI K.	Issued	34	T	142.75
00068-0020	09-Feb-2017	HAL010	HALL PRINTING	Issued	34	T	479.26
00068-0021	09-Feb-2017	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	Issued	34	T	352.25
00068-0022	09-Feb-2017	INL070	INLAND ALLCARE	Issued	34	T	1,566.39
00068-0023	09-Feb-2017	KET170	KETTLE VALLEY WASTE LTD.	Issued	34	T	162.31
00068-0024	09-Feb-2017	KOO210	KOOTENAY VALLEY WATER CO.	Issued	34	T	31.80
00068-0025	09-Feb-2017	LOR010	LORDCO PARTS LTD.	Issued	34	T	1,106.28
00068-0026	09-Feb-2017	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Issued	34	T	27.95
00068-0027	09-Feb-2017	MAR001	MARTIN, MICHAEL, T.	Issued	34	T	165.54
00068-0028	09-Feb-2017	MCG002	MCGREGOR, GRACE	Issued	34	T	756.15
00068-0029	09-Feb-2017	MCL060	MCLELLAN, LLOYD	Issued	34	T	50.00
00068-0030	09-Feb-2017	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	34	T	435.47
00068-0031	09-Feb-2017	NEW100	NEW LINE SKATEPARKS INC.	Issued	34	T	32,359.95
00068-0032	09-Feb-2017	POW100	POWER TECH ELECTRIC LTD.	Issued	34	T	136.50
00068-0033	09-Feb-2017	PRA040	PRAXAIR DISTRIBUTION	Issued	34	T	677.23
00068-0034	09-Feb-2017	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	34	T	371.04
00068-0035	09-Feb-2017	ROC030	ROCKY MOUNTAIN PHOENIX	Issued	34	T	168.00
00068-0036	09-Feb-2017	SAV030	SAVOY EQUIPMENT LTD KELOWNA	Issued	34	T	120.41
00068-0037	09-Feb-2017	SKE010	SK ELECTRONICS LTD.	Issued	34	T	1,044.91



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

## Cheque Register-Summary-Bank



AP5090

Page : 6

Date : Mar 06, 2017

Time : 2:42 pm

Supplier : 084010 To ZUM001

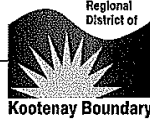
Cheque Dt. 01-Feb-2017 To 28-Feb-2017

Bank : 1 - CIBC Bank - General

Seq : Cheque No. Status : All

Medium : M=Manual C=Computer E=EFT-PA

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Bank : 1 CIBC Bank - General							
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00068-0040	09-Feb-2017	TKI010	TKI CONSTRUCTION LTD.	Issued	34	T	131,399.15
00068-0041	09-Feb-2017	TOM040	TOMASHEWSKY, ROSANNE	Issued	34	T	7.95
00068-0042	09-Feb-2017	TOO010	TOOL TIME SUPPLIES LTD.	Issued	34	T	10.07
00068-0043	09-Feb-2017	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Issued	34	T	182.21
00068-0044	09-Feb-2017	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	34	T	59.00
00068-0045	09-Feb-2017	VAL020	VALKYRIE LAW GROUP LLP	Issued	34	T	2,772.02
00068-0046	09-Feb-2017	VAL130	VALLIN	Issued	34	T	1,477.77
00068-0047	09-Feb-2017	VER090	VERHELST, SHELLEY	Issued	34	T	1,300.00
00068-0048	09-Feb-2017	WAR020	VILLAGE OF WARFIELD	Issued	34	T	1,528.00
00068-0049	09-Feb-2017	VIT001	VITALAIRE	Issued	34	T	1,052.52
00068-0050	09-Feb-2017	WOR100	WORLEY, LINDA	Issued	34	T	134.80
00069-0001	16-Feb-2017	BCS080	B.C. SPCA	Issued	37	T	6,900.00
00069-0002	16-Feb-2017	SID010	SIDHU, AMRINDERDEEP, S.	Issued	37	T	1.11
00069-0003	16-Feb-2017	TRA010	THE CITY OF TRAIL	Issued	37	T	3,033.64
00069-0004	16-Feb-2017	WAL090	WALKER, SARAH KELLY	Issued	37	T	314.10
00069-0005	16-Feb-2017	WOR100	WORLEY, LINDA	Issued	37	T	1,769.94
00070-0001	24-Feb-2017	ACE010	A.C.E. COURIER SERVICES	Issued	48	T	244.29
00070-0002	24-Feb-2017	ACK020	ACKLANDS-GRAINGER INC.	Issued	48	T	757.00
00070-0003	24-Feb-2017	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	48	T	1,473.54
00070-0004	24-Feb-2017	ANNO30	ANNUVA SOLUTIONS	Issued	48	T	74.86
00070-0005	24-Feb-2017	BEA130	BEAVER VALLEY LIBRARY	Issued	48	T	15,695.00
00070-0006	24-Feb-2017	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Issued	48	T	801.00
00070-0007	24-Feb-2017	BIG025	BIG WHITE UTILITIES	Issued	48	T	9,818.18
00070-0008	24-Feb-2017	BLA050	BLACK PRESS GROUP LTD.	Issued	48	T	1,485.06
00070-0009	24-Feb-2017	BOU010	BOUNDARY ELECTRIC(1985) LTD.	Issued	48	T	112.90
00070-0010	24-Feb-2017	BVC001	BV COMMUNICATIONS LTD.	Issued	48	T	8,086.29
00070-0011	24-Feb-2017	COL200	C.V.C.C.S.	Issued	48	T	2,085.16
00070-0012	24-Feb-2017	CAN170	CANADA POST CORP	Issued	48	T	112.75
00070-0013	24-Feb-2017	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	48	T	183.31
00070-0014	24-Feb-2017	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	48	T	178.49
00070-0015	24-Feb-2017	CAS240	CASCADE PRO ELECTRIC INC.	Issued	48	T	1,483.20
00070-0016	24-Feb-2017	CAS016	CASCADES RECOVERY INC.	Issued	48	T	1,391.34
00070-0017	24-Feb-2017	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Issued	48	T	100.00
00070-0018	24-Feb-2017	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	48	T	127.32
00070-0019	24-Feb-2017	KEL030	CITY OF KELOWNA	Issued	48	T	420.00
00070-0020	24-Feb-2017	CIV020	CIVICINFO BC	Issued	48	T	446.25
00070-0021	24-Feb-2017	COM003	COMMERCIAL AQUATIC SUPPLIES	Issued	48	T	271.19
00070-0022	24-Feb-2017	COM190	COMMONSPACE CONSULTING	Issued	48	T	3,164.10
00070-0023	24-Feb-2017	COO050	COOKSON MOTORS LTD.	Issued	48	T	33.27
00070-0024	24-Feb-2017	COR010	CORAL ENVIRONMENTS LTD.	Issued	48	T	344.14
00070-0025	24-Feb-2017	CRO030	CROCKER EQUIPMENT CO LTD	Issued	48	T	94.65
00070-0026	24-Feb-2017	DAT020	DATUM CONSULTING LTD.	Issued	48	T	2,231.25
00070-0027	24-Feb-2017	DEN060	DENKOVSKI, GORAN	Issued	48	T	842.18
00070-0028	24-Feb-2017	ENO010	ENORMOUS PRODUCTIONS	Issued	48	T	1,149.75
00070-0029	24-Feb-2017	FIR040	FIREFIGHTERS ASSOCIATION	Issued	48	T	4,166.12
00070-0030	24-Feb-2017	FUN010	FUNK, DARRYL ALLAN	Issued	48	T	90.70
00070-0031	24-Feb-2017	GEE020	GEE, VICKI LYNN	Issued	48	T	364.00
00070-0032	24-Feb-2017	GEO020	GEOTRAC SYSTEMS INC.	Issued	48	T	257.60
00070-0033	24-Feb-2017	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	Issued	48	T	378.00
00070-0034	24-Feb-2017	GRA100	GRAND FORKS GLASS LTD.	Issued	48	T	152.05
00070-0035	24-Feb-2017	GRA050	GRAND FORKS HOME HARDWARE	Issued	48	T	128.19

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**  
**Cheque Register-Summary-Bank**


AP5090

Page : 7

Date : Mar 06, 2017

Time : 2:42 pm

Supplier : 084010 To ZUM001

Cheque Dt. 01-Feb-2017 To 28-Feb-2017

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
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00070-0036	24-Feb-2017	GRE080	GRESLEY-JONES, KEN	Issued	48	T	233.20
00070-0037	24-Feb-2017	GUA010	GUARANTEED AUTOMOTIVE	Issued	48	T	762.54
00070-0038	24-Feb-2017	GUI001	GUILLEVIN INTERNATIONAL INC.	Issued	48	T	62.50
00070-0039	24-Feb-2017	HAL010	HALL PRINTING	Issued	48	T	471.53
00070-0040	24-Feb-2017	HAR011	HARRIS & COMPANY LLP	Issued	48	T	4,554.69
00070-0041	24-Feb-2017	HIP010	HI-PRO SPORTING GOODS LTD.	Issued	48	T	312.01
00070-0042	24-Feb-2017	HIR010	HIRAM, JANICE	Issued	48	T	217.00
00070-0043	24-Feb-2017	INF030	INFOSAT COMMUNICATIONS	Issued	48	T	584.85
00070-0044	24-Feb-2017	INL070	INLAND ALLCARE	Issued	48	T	4,423.91
00070-0045	24-Feb-2017	JJH010	J.J.H. ENTERPRISES	Issued	48	T	80.00
00070-0046	24-Feb-2017	KON001	KONE INC.	Issued	48	T	346.82
00070-0047	24-Feb-2017	KOO210	KOOTENAY VALLEY WATER CO.	Issued	48	T	321.47
00070-0048	24-Feb-2017	KOV010	KOVACS, MARGARET A.	Issued	48	T	20.00
00070-0049	24-Feb-2017	LOR010	LORDCO PARTS LTD.	Issued	48	T	591.63
00070-0050	24-Feb-2017	LUD001	LUDWAR, CORA	Issued	48	T	20.00
00070-0051	24-Feb-2017	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	48	T	211.37
00070-0052	24-Feb-2017	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Issued	48	T	652.75
00070-0053	24-Feb-2017	PHA010	PHARMASAVE NO 106	Issued	48	T	278.86
00070-0054	24-Feb-2017	QUA020	QUALITY SAW & KNIFE LTD.	Issued	48	T	552.51
00070-0055	24-Feb-2017	RIC010	RICOH CANADA INC.	Issued	48	T	702.95
00070-0056	24-Feb-2017	ROC240	ROCHESTER MIDLAND LTD.	Issued	48	T	882.99
00070-0057	24-Feb-2017	ROC050	ROCKY MOUNTAIN ENERGY	Issued	48	T	1,119.56
00070-0058	24-Feb-2017	ROC030	ROCKY MOUNTAIN PHOENIX	Issued	48	T	1,808.52
00070-0059	24-Feb-2017	SCP010	SCP DISTRIBUTORS INC.	Issued	48	T	1,580.99
00070-0060	24-Feb-2017	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	48	T	1,486.43
00070-0061	24-Feb-2017	SKE010	SK ELECTRONICS LTD.	Issued	48	T	103.61
00070-0062	24-Feb-2017	SMI150	SMITH, EDWARD I.	Issued	48	T	206.88
00070-0063	24-Feb-2017	SPE030	SPEEDPRO SIGNS PLUS	Issued	48	T	78.40
00070-0064	24-Feb-2017	TED010	TED J. THOMAS & ASSOCIATES LTD.	Issued	48	T	2,477.86
00070-0065	24-Feb-2017	TOO010	TOOL TIME SUPPLIES LTD.	Issued	48	T	17.91
00070-0066	24-Feb-2017	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	48	T	88.00
00070-0067	24-Feb-2017	TWI020	TWIN RIVERS CONTROLS	Issued	48	T	645.87
00070-0068	24-Feb-2017	UNI050	UNION TRACTOR LTD.	Issued	48	T	871.51
00070-0069	24-Feb-2017	VAD010	VADIM COMPUTER MANAGEMENT GROUP LT	Issued	48	T	399.00
00070-0070	24-Feb-2017	VAL130	VALLIN	Issued	48	T	49.89
00070-0071	24-Feb-2017	VAN060	VAN KAM FREIGHTWAYS LTD.	Issued	48	T	189.45
00070-0072	24-Feb-2017	VIS020	VISSER MACHINING 2007 LTD.	Issued	48	T	5,546.77
00070-0073	24-Feb-2017	YRW010	Y & R WATER SALES & SERVICE INC.	Issued	48	T	860.11

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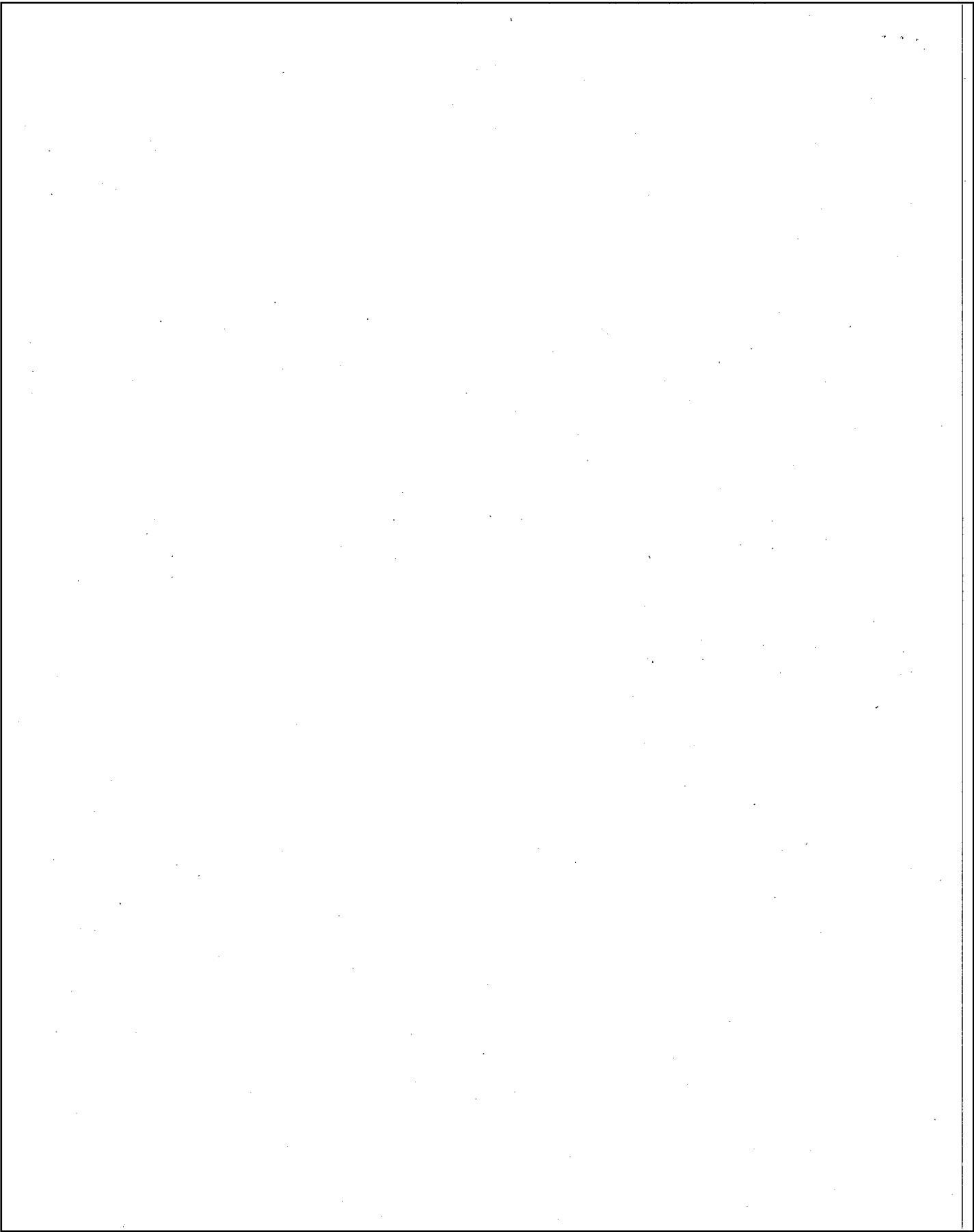
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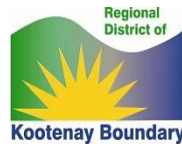
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357 Total No. Of Cheque(s) ...





**Boundary Economic Development Committee  
Minutes**

**Tuesday, February 7, 2017 – 10:00 am  
RDKB Grand Forks Boardroom**

**Committee members present:**

Director R. Russell, Chair  
Director M. Rotvold  
Director V. Gee  
Director E. Smith  
Director G. McGregor

**Staff and others present:**

J. MacLean, Chief Administrative Officer  
M. Forster, Executive Assistant/Recording Secretary  
B. Burget, General Manager of Finance  
S. Elzinga, Community Futures Boundary  
D. Allin, CAO, City of Grand Forks  
C. Gates, Economic Development Officer, City of Grand Forks  
C. Hammett, Councillor, City of Grand Forks  
G. Edney, District Manager, FLNR  
P. Rasmussen, Regional Executive Director, FLNR

**Call to Order**

The Chair called the meeting to order at 10:00 am.

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

The agenda for the February 7, 2017 meeting of the Boundary Economic Development Committee was presented.

Moved: Director Rotvold   Seconded: Director Gee

That the agenda for the February 7, 2017 meeting of the Boundary Economic Development Committee be adopted as presented.

Carried

### **Consideration of the Minutes**

The minutes of the Boundary Economic Development Committee meeting held on January 3, 2017 were presented.

Moved: Director Gee Seconded: Director Smith

That the minutes of the Boundary Economic Development Committee meeting held on January 3, 2017 be adopted as presented.

Carried

### **Delegations**

#### **G. Edney, District Manager, FLNR, and P. Rasmussen, Regional Executive Director, FLNR - Re: FLNR Allocation Decisions**

George Edney, District Manager, FLNR, provided the Committee members with a presentation on the Boundary TSA Timber Supply Review and Apportionment. Paul Rasmussen, Regional Executive Director, FLNR, joined the meeting by teleconference. Mr. Edney provided an overview of the West Boundary Community License Proposal, East Boundary Community License Proposal and the Minister's Apportionment of the Boundary Annual Allowable Cut. He also provided the results of the Boundary TSA apportionment as well as the results of the First Nation Woodland license allocation. Mr. Edney will be invited to attend a future BEDC meeting and participate in a field trip with the Committee members to view current forest practices.

### **Unfinished Business**

#### **Boundary Economic Development Committee Memorandum of Action Items - Ending January 31, 2017**

The Boundary Economic Development Committee Memorandum of Action Items for the period ending January 31, 2017, was presented.

Chair Russell reminded staff that he would like to see a list of BEDC sub-committees added to the end of the Memorandum of Action Items.

There was general discussion on recent communications with D. Williamson, Cascade Environmental Resource Group Ltd, regarding the development of the Boundary Recreational Trails Master Plan. Mr. Williamson expressed the need for the development of a working group made up of trail users. Committee members will be asked for suggested names of participants for whom it would be beneficial to attend the trails development meetings. Chair Russell suggested that a steering committee be struck for oversight purposes. Chair Russell and staff will have further discussions in this regard.

An update was provided on Highway 3 corridor planning. An advisory committee will be struck to work on this project. Community Futures Boundary will attend planning meetings and will bring back discussion updates to the BEDC.

There was general discussion on the status of the Municipal and Regional District Tax. There is still some indecision of the participation by the City of Greenwood.

Moved: Director Rotvold Seconded: Director Smith

That the Boundary Economic Development Committee Memorandum of Action Items for the period ending January 31, 2017, be received.

Carried

Moved: Director Gee Seconded: Director Rotvold

That the Boundary Economic Development Committee request that the City of Greenwood support the Municipal and Regional District Tax. **FURTHER** that an update from the City of Greenwood be provided to staff so the issue can be addressed at the February 21, 2017 Board meeting.

Carried

### **New Business**

#### **Community Futures Monthly Report - January 2017**

The Boundary Economic Development Committee Monthly Report for January 2017, as prepared by Community Futures Boundary, was presented.

Moved: Director Smith Seconded: Director Rotvold

That the Boundary Economic Development Committee Monthly Report for January 2017, as prepared by Community Futures Boundary, is received as presented.

Carried

### **Request for a Motion**

#### **Re: Waiving Outstanding PST on Boundary Mobile Abattoir**

Chair Russell explained that the project was not budgeted to include PST as it was understood to be PST exempt. In order to move the project forward, the PST must be paid. A letter will be sent to the appropriate Ministers to request that the Province waives the outstanding PST on the Boundary mobile abattoir.

Moved: Director Russell Seconded: Director Rotvold

That a letter be sent to the appropriate Ministers to request that the Province waives the outstanding PST on the Boundary mobile abattoir.

Carried

### **Discussion**

#### **Re: BEDC Five Year Financial Plan 2017-2021**

The BEDC Five Year Financial Plan 2017-2021 was presented for discussion.

Queries were raised in regards to contracted services and the increase in the budgeted amount. Staff will provide the Committee members with more information on this line item.

Moved: Director Smith Seconded: Director Rotvold

That the proposed BEDC Five Year Financial Plan be referred back to staff to make any changes and refer it to a future meeting for further review.

Carried

### **Chair Russell**

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*Page 4 of 5  
Boundary Economic Development Committee  
February 7, 2017*

**Re: Discussion Strategic Planning - 2017**

Chair Russell provided the Committee members with an overview of the Provincial Measurement Toolkit used for local economic development. He identified key areas in this toolkit that will assist the Committee with clear direction on how the Committee knows what and how it's accomplishing on a community level. He advised the Committee members that the discussion at the next meeting will be focused on developing a list of indicators, on a project by project basis, which will measure BEDC's success in delivering programs and/or projects to Boundary stakeholders.

**Late (Emergent) Items**

There were no late (emergent) items for discussion.

**Discussion of items for future agendas**

A discussion of items for future agendas was not required.

**Question Period for Public and Media**

A question period for public and media was not required.

**Closed (In camera) Session**

A closed (in camera) session was not required.

**Adjournment**

The meeting was adjourned at 12:20 pm.





**Boundary Stakeholders Meeting  
Minutes  
Tuesday, February 7, 2017 – 1:00 pm  
RDKB Board Room, Grand Forks, BC**

**Directors present:**

Director G. McGregor  
Director R. Russell  
Director M. Rotvold  
Director V. Gee  
Director E. Smith

**Staff present:**

J. MacLean, Chief Administrative Officer/Committee Chair  
M. Forster, Executive Assistant/Recording Secretary  
B. Burget, General Manager, Finance  
T. Sprado, Manager of Recreation and Finance

**CALL TO ORDER**

The Chair called the meeting to order at 12:55 pm.

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

The agenda for the February 7, 2017 Boundary Stakeholders Committee meeting was presented.

Moved: Director McGregor Seconded: Director Rotvold

That the agenda for the February 7, 2017 Boundary Stakeholders Committee meeting be adopted as presented.

Carried

**ADOPTION OF MINUTES**

The minutes of the January 3, 2017 Boundary Stakeholders Committee meeting were presented.

Moved: Director Rotvold Seconded: Director Smith

That the minutes of the January 3, 2017 Boundary Stakeholders Committee meeting be adopted as presented.

Carried

**CONSIDERATION OF STAKEHOLDER FINANCIAL PLANS****Service Participants - Electoral Area 'C'/Christina Lake, Electoral Area 'D'/Rural Grand Forks and City of Grand Forks**

- 140 - Grand Forks and District Library
- 031 - Grand Forks and District Curling Club

The Committee members reviewed the proposed Five Year Financial Plans. At the previous meeting, the Committee requested library staff to provide financial statements for the year which were not provided for the Committee's information at this meeting.

T. Sprado, Manager of Recreation and Facilities, informed the Committee members that since the last review in January 2017, insurance expense has increased due to an asset evaluation.

Moved: Director McGregor Seconded: Director Rotvold

That the proposed Grand Forks and District Library (140) and Grand Forks and District Curling Club (031) Five Year Financial Plans be referred back to staff to update and refer them to a future meeting for further review.

Carried

**Service Participants - Electoral Area 'C'/Christina Lake, Electoral Area 'D'/Rural Grand Forks, City of Grand Forks and City of Greenwood**

- 071 - Animal Control Boundary

The Committee members reviewed the Animal Control (071) Five Year Financial Plan.

Moved: Director McGregor Seconded: Director Russell

That the proposed Animal Control (071) Five Year Financial Plan be referred back to staff to update and refer it to a future meeting for further review.

Carried

**Service Participants - Electoral Area 'D'/Rural Grand Forks, and City of Grand Forks**

- 021 - Recreation Commission
- 030 - Grand Forks Arena
- 040 - Grand Forks Aquatic Centre
- 080 - Mosquito Control

The Committee members reviewed the proposed Five Year Financial Plans.

Moved: Director Russell Seconded: Director Rotvold

That the proposed Grand Forks & Area D Recreation Commission (021), Grand Forks Arena (030), Grand Forks Aquatic Centre (040) and Mosquito Control (080) Five Year Financial Plans be referred back to staff to update and refer them to a future meeting for further review.

Carried

**Service Participants - Electoral Area 'E'/West Boundary, City of Greenwood and Village of Midway**

- 022 - Recreation Commission
- 055 - Midway and Beaverdell Emergency Response

The Committee members reviewed the Five Year Financial Plans. Director Gee expressed concerns over the management of the Recreation Commission and the level of control over grants provided by the Commission. Discussion ensued on developing an application system similar to grants-in-aid or the Community Initiatives Program having two intakes per year and a review process. It was suggested that Directors Rotvold, Gee and Smith could review grant applications. Concerns were also expressed about the ownership of the assets used by the Recreation Commission.

Moved: Director Rotvold Seconded: Director Smith

That the proposed Recreation Commission (022) and Midway and Beaverdell Emergency Response (055) Five Year Financial Plans be referred back to staff to update and refer them to a future meeting for further review.

Carried

**Service Participants - Electoral Area 'D'/Rural Grand Forks, Electoral Area 'E'/West Boundary, City of Grand Forks and City of Greenwood**

- 950 - Boundary Transit

The Committee members reviewed the Boundary Transit (950) Five Year Financial Plan. The Committee was informed that staff is still working on the budget and is now over the requisition due to BC Transit's decision regarding a 3 year funding freeze.

Moved: Director Russell Seconded: Director Gee

That the proposed Boundary Transit (950) Five Year Financial Plan be referred back to staff to update and refer it back to a future meeting for further review.

Carried

**Service Participants - Electoral Area 'C'/Christina Lake and Electoral Area 'D'/Rural Grand Forks**

- 026 - Boundary Museum

The Committee members reviewed the Boundary Museum (026) Five Year Financial Plan.

Moved: Director McGregor Seconded: Director Russell

That the Boundary Stakeholders Committee approves the RDKB Boundary Museum (026) Five Year Financial Plan. **FURTHER**, that the Plan be referred to the Committee of the Whole - Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**Service Participants - Electoral Area 'D'/Rural Grand Forks and Electoral Area 'E'/West Boundary**

- 092 - Noxious Weeds

This Five Year Budget was approved for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan at the January 2017 meeting.

Director Gee suggested having a discussion at a future meeting regarding the service area and environmental invasive species management.

**Service Participants - Electoral Area 'E' /West Boundary and City of Greenwood**

- 145 - Cemeteries

The Committee members reviewed the Cemeteries (145) Five Year Financial Plan. Meetings will be held in the near future with stakeholders to discuss their proposals.

Moved: Director Gee Seconded: Director Smith

That the proposed Cemeteries (145) Five Year Financial Plan be referred back to staff to update and refer it back to a future meeting for further review.

Carried

**NEW BUSINESS**

There was no new business for discussion.

**ADJOURNMENT**

The meeting was adjourned at 2:30 pm.



**Beaver Valley Regional Parks, Trails and Recreation Committee  
Minutes**

**Tuesday, February 14, 2017 – 12:00 pm  
RDKB Committee Meeting Room, Trail, BC**

**Committee members present:**

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

**Staff members present:**

M. Daines, Manager of Facilities and Recreations  
M. Forster, Executive Assistant/Recording Secretary  
S. Spooner, KCTS

**CALL TO ORDER**

The Chair called the meeting to order at 12:00 pm.

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

The agenda for the February 14, 2017 Beaver Valley Regional Parks, Trails and Recreation Committee meeting was presented.

Moved: Director Danchuk Seconded: Director Cecchini

That the agenda for the February 14, 2017 Beaver Valley Regional Parks, Trails and Recreation Committee meeting be adopted as presented.

Carried

**ADOPTION OF MINUTES**

The minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on January 10, 2017 were presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the minutes of the Beaver Valley Regional Parks, Trails and Recreation Committee meeting held on January 10, 2017 be adopted as presented.

Carried

### **DELEGATIONS**

#### **Stewart Spooner - KCTS**

##### **Re: Beaver Valley Trails Update**

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a BV trails report from Stewart Spooner of the Kootenay Columbia Trails Society was presented.

S. Spooner, KCTS, provided the Committee members with an update on current activities and potential property prospects for the future development of additional trails.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Regional Parks, Trails and Recreation Committee receives the trails update report from Stewart Spooner of the Kootenay Columbia Trails Society.

Carried

### **UNFINISHED BUSINESS**

#### **Beaver Valley Regional Parks, Trails and Recreation Committee Memorandum of Action Items - Ending January 31, 2017**

The Beaver Valley Regional Parks, Trails and Recreation Committee Memorandum of Action Items for the period ending January 31, 2017 was presented.

Moved: Director Cecchini Seconded: Director Danchuk

That the Beaver Valley Regional Parks, Trails and Recreation Committee Memorandum of Action Items for the period ending January 31, 2017 be adopted as presented.

Carried

**M. Daines****Re: Final Presentation of Beaver Valley Arena (011), Beaver Valley Recreation Service (013) and Beaver Valley Park and Trails (019) 2017-2021 Budget and Five Year Financial Plans**

A staff report from Mark Daines, Manager of Facilities and Recreation, regarding the final presentation of the Beaver Valley Arena (011), Beaver Valley Recreation Service (013) and Beaver Valley Park and Trails (019) 2017-2021 Budget and Five Year Financial Plans were presented.

There were no further changes made to the proposed Five Year Financial Plans.

Moved: Director Danchuk Seconded: Director Cecchini

That the Beaver Valley Regional Parks, Trails and Recreation Committee approves the Beaver Valley Recreation (013) 2017 - 2021 Budget and Five year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall RDKB 2017-2021 Five Year Financial Plan.

That the Beaver Valley Regional Parks, Trails and Recreation Recreation Committee approves the Beaver Valley Arena (011) 2017 - 2021 Budget and Five year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall RDKB 2017-2021 Five Year Financial Plan.

That the Beaver Valley Regional Parks, Trails and Recreation Committee approves the Parks and Trails (019) 2017 - 2021 Budget and Five year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall RDKB 2017-2021 Five Year Financial Plan.

Carried

**NEW BUSINESS****M. Daines****Re: Beaver Valley Softball Association - Letter of Request**

A staff report from Mark Daines, Manager of Facilities and Recreation regarding a letter of request from the Beaver Valley Softball Association was presented.

The Committee members discussed the letter of request from the Beaver Valley Softball Association for \$4,000 to purchase a storage shed for the Upper Lewis Ball Field. It was agreed that the Beaver Valley Regional Parks, Trails and Recreation Committee will

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*Beaver Valley Regional Parks, Trails and Recreation Committee  
February 14, 2017*



determine what type of shed to build or purchase as Beaver Valley Recreation will own the structure and lease it back to the Softball Association for \$1.00.

Moved: Director Cecchini Seconded: Director Danchuk

That the Beaver Valley Regional Parks, Trails and Recreation Committee approve the funding request for \$4,000 from the Beaver Valley Softball Association for a storage shed to be located at the Upper Lewis Ball Field. **FURTHER** that the Beaver Valley Regional Parks, Trails and Recreation Committee will determine what type of shed to build or purchase, as it will be owned by the Beaver Valley Recreation and will lease it back to the Softball Association for \$1.00. **FURTHER** that staff will develop a contract.

Carried

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

There were no late (emergent) items for discussion.

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

A 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.

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

A closed (in camera) session was not required.

#### **ADJOURNMENT**

The meeting was adjourned at 12:45 pm.



**East End Services Committee  
Minutes  
Wednesday, February 15, 2017 – 4:30 pm  
RDKB Trail Board Room**

**Committee members:**

Director A. Grieve - Chair  
Director L. Worley  
Director P. Cecchini  
Director J. Danchuk  
Director M. Martin  
Director L. McLellan  
Director A. Parkinson

**Staff and others present:**

J. M. MacLean, Chief Administrative Officer  
M. Forster, Executive Assistant/Recording Secretary  
M. Andison, General Manager of Operations/Deputy CAO  
D. Derby, Deputy Regional Fire Chief/Emergency Program Coordinator  
G. Gallamore, Regional Training Officer  
R. Masleck, President, Trail & District Arts Council  
S. Spooner, Kootenay Columbia Trails Society  
2 members of the public

**Call to Order**

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

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

The agenda for the February 15, 2017 East End Services Committee meeting was presented.

Moved: Director Worley   Seconded: Director Cecchini

That the agenda for the February 15, 2017 East End Services Committee meeting be adopted as presented.

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*Page 1 of 8  
East End Services Committee  
February 15, 2017*

Carried

### **Minutes**

The minutes of the East End Services Committee meeting held on January 17, 2017 were presented.

Moved: Director Martin Seconded: Director Danchuk

That the minutes of the East End Services Committee meeting held on January 17, 2017 be adopted as presented.

Carried

### **Delegations**

#### **R. Masleck - President - Trail and District Arts Council**

#### **Re: Progress Report and Letter of Request**

A staff Report from Mark Daines, Manager of Facilities and Recreation, regarding the annual progress report from the Trail and District Arts Council regarding the Charles Bailey Theatre improvements and business plan was presented. The staff report was a support document to the presentation provided by the Trail and District Arts Council.

Mr. Masleck provided the Committee members with an overview of theatre highlights and Phase 2 capital projects including: lounge/kitchen, theatre ventilation installation, ticketing system, theatre marquee, and theatre sound/lighting purchase and installation.

The Committee was informed that the box office contract expired at the end of December 2016 and the Arts Council was not in a position to take over full theatre operations in 2017 as projected in the theatre business plan. The Arts Council was seeking a two-year extension of the box office contract.

Moved: Director Cecchini Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approves a two-year extension of the Charles Bailey Theatre Box Office Operation Contract between the RDKB and the Trail and District Arts Council in the amount of \$23,000 in 2017 and \$23,000 in 2018. **FURTHER** that the Regional District of Kootenay Boundary Board of Directors authorizes the RDKB signatories to sign and enter into the Service Contract.

Carried

**S. Spooner - Kootenay Columbia Trails Society (KCTS)**  
**Re: Update on Activities**

Stewart Spooner, KCTS, provided the Committee members with an overview of the 2016 activities of the Society. The Society also requested \$80,000 in funding for 2017 as well as a 2% increase as an inflationary adjustment.

Moved: Director McLellan Seconded: Director Worley

That the East End Services Committee approve the 2017 funding request of \$80,000 with a 2% inflationary adjustment increase in the 2017 funding and beyond.

Defeated

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

**Director Mike Martin**  
**Re: Trail Health and Environment Committee - Current Status of Progress**

On behalf of the Trail Health and Environment Committee, Director M. Martin and Mark Tinholt, Superintendent of Environmental Remediation, Teck Metals Ltd., provided the Committee members with an update on the current status of the work of the Trail Area Health and Environment Program along with the associated work of a Wide Area Remediation Plan and the discussions with the Province on the implementation of the Contaminated Sites Regulation with the terms of the Environment Management Act.

**Unfinished Business**

**East End Services Committee Memorandum of Action Items - January 31, 2017**

The East End Services Committee Memorandum of Action Items for the period ending January 31, 2017 was presented.

Director Martin informed the Committee members that the Selkirk College Board of Governors now has 2 representatives from the Lower Columbia region, Scott Weatherford and Bruce LaRose. This item on the Memorandum will be updated.

Moved: Director Cecchini Seconded: Director Parkinson

That the East End Services Committee Memorandum of Action Items for the period ending January 31, 2017 be received as presented.

Carried

**B. Burget**

**Re: Police Based Victims Services Program (009) - 2017-2021 Budget and Five Year Financial Plan**

The Police Based Victims Services Program (009) - 2017-2021 Budget and Five Year Financial Plan was presented for consideration.

M. Andison, General Manager of Operations/Deputy CAO, provided the Committee members with updates made to the Five Year Financial Plan since the last meeting. Staff will further update the Five Year Financial Plan to include \$7,200 in Office Space Rental for the years 2018-2021.

Moved: Director Worley Seconded: Director Parkinson

That the East End Services Committee approves the Police Based Victims Services Program (009) - 2017-2021 Budget and Five Year Financial Plan with the addition of \$7,200 in Office Space Rental for the years 2018-2021. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**B. Burget**

**Re: Culture, Arts and Recreation (018) - 2017-2021 Budget and Five Year Financial Plan**

The Culture, Arts and Recreation (018) - 2017-2021 Budget and Five Year Financial Plan was presented.

M. Andison, General Manager of Operations/Deputy CAO, provided the Committee members with updates made to the Five Year Financial Plan since the last meeting.

Moved: Director Cecchini Seconded: Director Martin

That the East End Services Committee approves the Culture, Arts and Recreation (018) - 2017-2021 Budget and Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**D. Derby**

**Re: Kootenay Boundary Regional Fire Rescue Service (050) - 2017-2021 Budget and Five Year Financial Plan**

The Kootenay Boundary Regional Fire Rescue Service (050) - 2017-2021 Budget and Five Year Financial Plan was presented.

D. Derby, Deputy Regional Fire Chief, provided the Committee members with updates made to the Five Year Financial Plan since the last meeting.

Moved: Director Worley Seconded: Director Cecchini

That the East End Services Committee approves the Kootenay Boundary Regional Fire Rescue Service (050) - 2017-2021 Budget and Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**B. Burget**

**Re: East End Transit Services (900) - 2017-2021 Budget and Five Year Financial Plan**

The East End Transit Services (900) - 2017-2021 Budget and Five Year Financial Plan was presented for consideration.

Moved: Director Cecchini Seconded: Director Martin

That the East End Services Committee approves the End Transit Services (900) Five Year Financial Plan as amended by a transfer of \$134,000 to Operating. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

Director Martin informed the Committee members that the City of Trail will be bringing forward a letter requesting that there be further engagement in reviewing the transit system and to explore opportunities in regards to bus stop maintenance.

**B. Burget**

**Re: Cemeteries Service (150) - 2017-2021 Budget and Five Year Financial Plan**

The Cemeteries Service (150) - 2017-2021 Budget and Five Year Financial Plan was presented for consideration.

Moved: Director Cecchini Seconded: Director McLellan

That the East End Services Committee approves the Cemeteries Service (150) Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial.

Carried

**B. Burget**

**Re: East End Economic Development Service (017) - 2017-2021 Budget and Five Year Financial Plan**

The East End Economic Development Service (017) - 2017-2021 Budget and Five Year Financial Plan was presented for consideration.

Moved: Director Worley Seconded: Director Parkinson

That the East End Services Committee approve the East End Economic Development Service (017) Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017 - 2021 Five Year Financial Plan.

Carried

**B. Burget**

**Re: East End Services Requisition/Expenditure Summary**

The East End Services Requisition/Expenditure Summary was presented for information.

The Committee members were informed that the summary will have updated information at the next meeting.

Moved: Director Cecchini Seconded: Director Martin

That the East End Services Annual Requisition/Expenditure Summary be received as presented.

Carried

### **New Business**

#### **T. Martin**

#### **Re: E911 Trail Fire Dispatch Stats - January 2017**

A Staff Report from T. Martin, Regional Fire Chief & Fire Dispatch Manager, regarding E911 Trail Fire Dispatch Stats for the month of January 2017 was presented.

Moved: Director Parkinson Seconded: Director Martin

That the Staff Report from Terry Martin, Regional Fire Chief & Fire Dispatch Manager regarding the E911 Trail Fire Dispatch 2017 January stats be received as presented.

Carried

#### **D. Derby**

#### **Re: Mutual Aid Fire Protection Agreement**

A staff report from Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator regarding an updated mutual aid fire protection agreement between the Regional District of Kootenay Boundary (RDKB) and the City of Castlegar was presented.

Moved: Director McLellan Seconded: Director Worley

That the Regional District of Kootenay Boundary Board of Directors approves entering into the 2017 Mutual Aid Fire Protection Agreement with the City of Castlegar. **FURTHER** that the Regional District of Kootenay Boundary Board of Directors authorizes the RDKB signatories to sign and enter into the Agreement.

Carried



**G. Gallamore**  
**Re: Training Officer's Report**

A Training Officer's Report from G. Gallamore, Regional Training Officer, was presented.

Moved: Director Worley Seconded: Director Martin

That the Training Officer's Report from G. Gallamore, Regional Training Officer, be received as presented.

Carried

**Late (Emergent) Items**

There were no late (emergent) items for discussion.

**Discussion of items for future agendas**

A discussion of items for future agendas was not required.

**Question Period for Public and Media**

A question period for public and media was not required.

**Closed (In camera) Session**

A closed (in camera) session pursuant to Section 90 (1) (c) and (i) of the *Community Charter*.

Moved: Director Worley Seconded: Director Martin

That the East End Services Committee convene to a closed meeting (time 6:05 pm).

Carried

The East End Services Committee reconvened to the open meeting at 6:15 pm.

**Adjournment**

The meeting was adjourned at 6:15 pm.



**East End Sewerage Committee  
Minutes  
Wednesday, February 15, 2017 – 3:00 pm  
RDKB Board Room, Trail, BC**

**Committee members present:**

Director McLellan, Chair  
Director L. Worley  
Director A. Parkinson  
Alternate Director R. Cacchioni

**Staff present:**

A. Stanley, General Manager of Environmental Services  
M. Forster, Executive Assistant/Recording Secretary

**Call to Order**

The Chair called the meeting to order at 2:55 pm.

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

The agenda for the February 15, 2017 East End Sewerage Committee meeting was presented.

Moved: Alternate Director Cacchioni   Seconded: Director Parkinson

That the agenda for the February 15, 2017 East End Sewerage Committee meeting be adopted as presented.

Carried

**Adoptions of Minutes**

The minutes of the East End Sewerage Committee meeting held on January 17, 2017 were presented.

Moved: Alternate Director Cacchioni Seconded: Director Parkinson

That the minutes of the East End Sewerage Committee meeting held on January 17, 2017 be adopted as presented.

Carried

**Delegation(s)**

There were no delegations present.

**Unfinished Business**

**East End Sewerage Committee Memorandum of Action Items - Ending January 31, 2017**

The East End Sewerage Committee Memorandum of Action Items for the period ending January 31, 2017 was presented.

The Committee members reviewed the Memorandum of Action Items.

**G. Denkovski**

**Re: Draft East End Regionalized Sewer Utility 2017-2021 Budget and Five Year Financial Plan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Draft East End Regionalized Sewer Utility 2017-2021 Budget and Five Year Financial Plan was presented.

Discussion ensued on determining the volume of Teck Operations' waste water flows. Currently Teck Operations is not reporting volumes of flow according to an existing agreement.

Moved: Director Parkinson Seconded: Alternate Director Cacchioni

The East End Sewerage Committee directs staff to request volume data from Tech Operations. **FURTHER** that the City of Trail will provide volume data on its flows.

Carried

Discussion also ensued on the "Implications" section of the staff report and the term "difference" as used in the agreement between participants that the 2016 difference between the 1.45% and the 2016 certified flows (0.73%) of the treatment and disposal transfer from the Oasis - Rivervale Sewer Utility that would be refunded solely to the City of Trail. Staff will provide the Committee members with an easier to read table on this information.

The Committee also discussed the payment method to the City of Trail from the Oasis - Rivervale Sewer Utility. It was decided that the amount owing to the City of Trail will be made by a single payment.

Moved: Alternate Director Cacchioni Seconded: Director McLellan

That the two amounts of \$14,484 and \$15,782 payable to the City of Trail will be made in one payment.

Carried

Moved: Director McLellan Seconded: Alternate Director Cacchioni

That the proposed East End Regionalized Sewer Utility Service (700) Five Year Financial Plan be referred back to staff to make any further updates and refer it to a future meeting for further review.

Carried

### **G. Denkovski**

#### **Re: Draft Oasis-Rivervale Sewer Utility Service 2017-2021 Budget and Five Year Financial Plan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the Draft 2017-2021 Budget and Five Year Financial Plan for the Oasis-Rivervale Sewer Utility Service was presented.

The Committee members reviewed the proposed Five Year Financial Plan.

Moved: Director Parkinson Seconded: Alternate Director Cacchioni

That the proposed Oasis/Rivervale Sewer Utility Service (800) Five Year Financial Plan be referred back to staff to make any further updates and refer it to a future meeting for further review.

Carried

**G. Denkovski**

**Re: Regionalized East End Sewer Utility Infrastructure and Sole Benefitting Community of Trail 2017-2021 Budget and Five Year Financial Plan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2017-2021 Budget and Five Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the sole benefitting community of Trail was presented.

The Committee members reviewed the proposed Five Year Financial Plan.

Moved: Alternate Director Cacchioni Seconded: Director Parkinson

That the East End Sewerage Committee approves the Regionalized East End Sewer Utility - Sole Benefitting Community of Trail (700-101) 2017-2021 Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**G. Denkovski**

**Re: Regionalized East End Sewer Utility Infrastructure and Sole Benefitting Community of Rossland 2017-2021 Budget and Five Year Financial Plan**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2017-2021 Budget and Five Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the sole benefitting community of Rossland was presented.

The Committee members reviewed the proposed Five Year Financial Plan.

Moved: Director McLellan Seconded: Alternate Director Cacchioni

That the East End Sewerage Committee approves the Regionalized East End Sewer Utility - Sole Benefitting Community of Rossland (700-102) 2017-2021 Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**G. Denkovski**

**Re: Regionalized East End Sewer Utility Infrastructure and Dual Benefitting Communities of Rossland and Warfield**

A Staff Report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2017-2021 Budget and Five Year Financial Plan for the current Regionalized East End Sewer Utility infrastructure and the dual benefitting communities of Rossland and Warfield was presented.

The Committee members reviewed the proposed Five Year Financial Plan.

Moved: Director Parkinson Seconded: Director McLellan

That the East End Sewerage Committee approves the Regionalized East End Sewer Utility - Dual Benefitting Community Rossland and Warfield (700-103) 2017-2021 Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**G. Denkovski**

**Re: Mill Road Sewer Connection Service (710) 2017-2021 Five Year Financial Plan**

A staff report from Goran Denkovski, Manager of Infrastructure and Sustainability, regarding the 2017-2021 Budget and Five Year Financial Plan for the Mill Road Sewer Connection Service was presented.

The Committee members reviewed the proposed Five Year Financial Plan.

Moved: Alternate Director Cacchioni Seconded: Director Parkinson

That the East End Sewerage Committee approves the Mill Road Sewer Connection Service (710) 2017-2021 Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

### **New Business**

**G. Denkovski**

**Re: Flow Meter Report for Volume Data Collected in December 2016 and Year to Date (YTD) Totals**

Flow meter report summarizing volume data collected for the month of December 2016 and YTD totals was presented.

The Committee members reviewed the flow meter report.

**Jeff Paakkunainen**

**Re: CPCC Sanitary Sewer Monthly Report - December 2016**

A staff report by Jeff Paakkunainen, Chief Utilities Operator, regarding the Sanitary Sewer Monthly report for December 2016, was presented.

The Committee members reviewed the report and requested that staff provide clarification on the information presented for the Murray Park Lift Station in regards to the contractor and who paid for the joint repair.

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

There were no late (emergent) items.

### **Discussion of items for future agendas**

A discussion of items for future agendas was not required.

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

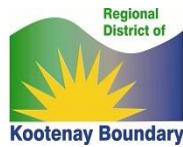
A question period for public and media was not required.

### **Closed (In camera) Session**

A closed (in camera) session was not required.

### **Adjournment**

The meeting was adjourned at 3:20 pm.



## **Electoral Area Services Minutes**

Thursday, February 16, 2017, 4:30 p.m.  
Via Video-Conference/Tele-Conference  
2140 Central Ave., Grand Forks, BC and 843 Rossland Ave., Trail, BC

### **Directors Present:**

Director Ali Grieve (Trail)  
Director Linda Worley (via tele-conference)  
Director Grace McGregor (Grand Forks)  
Director Roly Russell (Grand Forks)  
Director Vicki Gee (Grand Forks)

### **Staff Present:**

Mark Andison, General Manager of Operations/Deputy Chief Administrative Officer (Grand Forks)  
Beth Burget, General Manager of Finance (Arrived at 5:15 p.m. Grand Forks)  
Donna Dean, Manager of Planning and Development (Grand Forks)  
Maria Ciardullo, Recording Secretary (Trail)

### **CALL TO ORDER**

Vice-Chair Gee called the meeting to order at 4:37 p.m.

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

#### **February 16, 2017**

Moved: Director McGregor

Seconded: Director Russell

That the February 16, 2017 Electoral Area Services Agenda be adopted as presented.

Carried.



**MINUTES****January 12, 2017**

Moved: Director Worley

Seconded: Director McGregor

That the January 12, 2017 Electoral Area Services Minutes be adopted as presented.

Carried.

**DELEGATIONS**

There were no delegations in attendance.

**UNFINISHED BUSINESS****Memorandum of EAS Committee Action Items**

Moved: Director Grieve

Seconded: Director McGregor

That the Memorandum of EAS Committee Action Items be received.

Carried.

**NEW BUSINESS****Robert and Laura Lewis****RE: Zoning Bylaw Amendment**

1875 Bakery Frontage Road, Christina Lake

RDKB File: C-750-04060.005

Donna Dean, Manager of Planning and Development, reviewed this application with the Committee members. It was noted that the Electoral Area 'C'/Christina Lake APC is supportive of this application to permit the use of a medical and dental clinic in the Neighbourhood Commercial (C4) Zone.

Moved: Director McGregor

Seconded: Director Russell

That the application submitted by Robert and Laura Lewis acting as agent for Anne's Bake Shop Ltd., to the amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300 to permit the use of a 'medical and dental clinic' in the 'Neighbourhood Commercial' (C4) Zone, be supported AND FURTHER that staff be directed to draft an amendment bylaw

for presentation to the RDKB Board of Directors for first and second readings and to schedule and hold a public hearing on the proposed bylaw amendment.

Carried.

**Anita LaFrance**

**RE: Ministry of Transportation and Infrastructure Subdivision**

810 16th Avenue, Genelle

RDKB File: B-2404-06219.002

There was a brief overview of this application. Minimum parcel sizes were discussed, as well as septic system issues.

Moved: Director Worley

Seconded: Director McGregor

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed conventional subdivision for the parcel legally described as Lot 2, DL 2404, NEP2526, SDYD, in Electoral Area 'B'/ Lower Columbia-Old Glory, be received.

Carried.

**Roy and Violetta Neigum**

**RE: Ministry of Transportation and Infrastructure Subdivision**

5888 and 5894 Fifth Street, Beaverdell, BC

RDKB File: E-1545-00119.010/025

Donna Dean reviewed this application. There is no zoning in place for this area, therefore there is no requirement for minimum parcel size.

Moved: Director McGregor

Seconded: Director Russell

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed boundary adjustment for the parcels legally described as Lot B, DL 1545, KAP13542, Except Plan 15898 Beaverdell Townsite, SDYD and Lot 1, DL 1545, Plan KAP 15898, Beaverdell Townsite, SDYD, in Electoral Area 'E'/ West Boundary, be received.

Carried.

### **Proposed Permissive Property Taxation Exemption Policy**

There was discussion about financial statements and it was agreed that in lieu of audited financial statements, signed financial statements from directors of the organization will be considered. There was discussion about provincially exempted properties and how the RDKB deals with those. Also discussed were organizations and services that may not be exempt, but possibly should be such as churches and cemeteries. It was noted that the deadline for submission to the Province is July 31, 2017, therefore it was decided among the Committee members to defer this item to a future meeting.

Moved: Director Grieve

Seconded: Director McGregor

That the Proposed Permissive Property Taxation Exemption Policy be deferred to a future Electoral Area Services Meeting for further discussion.

Carried.

### **G. Denkovski**

#### **RE: Gas Tax Application - Electoral Area 'A' School District 20 Fruitvale Elementary Playground**

Moved: Director Grieve

Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approves funding the School District 20 Gas Tax Application in the amount of \$20,000.00 for the construction of a playground at the Fruitvale Elementary School. FURTHER that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

### **Five Year Financial Plans**

Service narratives and budgets regarding the consideration and approval of the 2017-2021 Five Year Financial Plans for services that are under the responsibility of the Electoral Area Services Committee were presented and discussed.

Moved: Director McGregor

Seconded: Director Russell

That the Electoral Area Services Committee approves the following Five Year Financial Plans:

Grant in Aid Service 003

Christina Lake Recreation Commission 023

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Christina Lake Recreation Facilities Service 024  
 Christina Lake Regional Parks & Trails Service 027  
 Beaverdell Community Club Service 028  
 East End Animal Control Service 070  
 Big White Noise Control Service 075  
 Electoral Area 'C'/Christina Lake Economic Development Service 077  
 Mosquito Control - Christina Lake Service 081  
 Weed Control - Electoral Area - Columbia Gardens Service 090  
 Weed Control - Christina Lake Milfoil Service 091  
 House Numbering 120-123  
 Library Electoral Area E'/West Boundary Service 141

FURTHER that the Plans be referred to the Committee of the Whole Finance for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried.

Moved: Director Grieve

Seconded: Director Worley

That the Electoral Area Services Committee discuss the following proposed Five Year Financial Plans, provide direction to Staff as to any changes to be made to the various plans and or issues to be investigated and defer them to the March 15th Committee of the Whole meeting for further review:

Electoral Area Administration Service 002  
 Planning and Development 005  
 Parks and Trails - Electoral Area B/Lower Columbia-Old Glory 014  
 Grand Forks Community Centre Service 025  
 Electoral Area D/Rural Grand Forks Regional Parks & Trails Service 045  
 Heritage Conservation - Electoral Area D/Rural Grand Forks Service 047  
 Christina Lake Fire Service 051  
 Beaverdell Fire Protection Service 053  
 Big White Fire Service 054  
 Rural Greenwood Fire Protection Service 056  
 Grand Forks Rural Fire Protection Service 057  
 Kettle Valley Fire Protection Service 058  
 Regional Parks and Trails - Electoral Area E'/West Boundary 065  
 Big White Security Service 074

Carried.

Moved: Director Gee

Seconded: Director Russell

That the Regional District of Kootenay Boundary Directors initiate the process to increase the requisition limit for the Library Electoral Area E/West Boundary Service 141 by 25% for 2018.

Carried.

Moved: Director Grieve

Seconded: Director McGregor

That the Mill Road Sewer Collection Service 710 Budget be removed from the Regional District of Kootenay Boundary Five Year Financial Plan.

Carried.

### **Director Remuneration & Stipend Discussion**

The Committee members discussed the possibility of a stipend increase at a fair and modest percentage every year instead of waiting numerous years and having a greater increase. It was discussed that a policy be created to address the percentage increase on a yearly basis.

Moved: Director Grieve

Seconded: Director McGregor

That the Electoral Area Director's Remuneration be increased from \$716 to \$800 and Expense Allowance be increased from \$358 to \$400 per month of office, and further that Schedule 'A' of Bylaw 1526 be amended to reflect these increases.

Carried.

### **Grant in Aid Discussion**

Director Gee expressed her concern with the difficulty she has been having with the automated Grant in Aid submission. It was discussed that the Grant in Aid application have the signature of the organization's Director and also the organization's physical address.

### **Grant in Aid Report**

Moved: Director McGregor

Seconded: Director Grieve

That the Grant in Aid report be received.

Carried.

**Gas Tax Report**

Moved: Director Grieve

Seconded: Director Worley

That the gas tax report be received.

Carried.

**LATE (EMERGENT) ITEMS**

There were no late items to discuss.

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

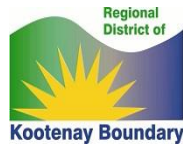
There was no discussion of items for future agendas.

**CLOSED (IN CAMERA) SESSION**

A closed/in-camera meeting was not required.

**ADJOURNMENT**

There being no further business to discuss, Vice-Chair Gee adjourned the meeting at 5:47 p.m.



**Committee of the Whole  
Minutes  
Thursday, February 16, 2017 – 6:00 pm  
RDKB Board Room, Grand Forks, BC**

**Directors present:**

Director M. Martin, Chair (Finance)  
Director M. Rotvold, Chair (Protective Services)  
Director R. Russell, Chair (Environmental Services)  
Director G. McGregor  
Director P. Cecchini  
Director A. Grieve  
Director J. Danchuk  
Director A. Parkinson  
Director V. Gee  
Director F. Konrad  
Director E. Smith  
Director L. McLellan  
Alternate Director B. Edwards

**Staff present:**

J. M. MacLean, Chief Administrative Officer  
M. Forster, Executive Assistant/Recording Secretary  
M. Andison, General Manager of Operations/Deputy CAO  
A. Stanley, General Manager of Environmental Services  
B. Burget, General Manager of Finance  
D. Derby, Deputy Regional Fire Chief/Emergency Program Coordinator

**CALL TO ORDER**

Director Martin, Chair, COW (Finance) called the meeting to order at 6:00 pm.

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

The agenda for the Committee of the Whole (Protective Services, Environmental Services and Finance) meeting of February 16, 2017 was presented.

Moved: Director Rotvold Seconded: Director Parkinson

That the agenda for the Committee of the Whole (Protective Services, Environmental Services and Finance) meeting of February 8, 2017 be adopted as presented.

Carried

### **ADOPTION OF MINUTES**

The Minutes of the Committee of the Whole (Protective Services, Environmental Services and Finance) meeting held January 11, 2017 were presented.

Moved: Director McLellan Seconded: Director Cecchini

That the Minutes of the Committee of the Whole (Protective Services, Environmental Services and Finance) meeting held January 11, 2017 be adopted as amended.

The minutes were amended to include Alternate Director Moore's attendance at the meeting.

Carried

### **DELEGATIONS**

There were no delegations present.

### **CONSIDERATION OF THE MEMORANDUM OF COMMITTEE OF THE WHOLE ACTION ITEMS**

The Committee of the Whole (Finance, Protective Services and Environmental Services) Memorandum of Action Items for the period ending January 31, 2017 was presented.

Action items coming out of the Solid Waste Management Plan Steering and Monitoring Committee meetings will be added to the Environmental Services section of the Memorandum of Action Items.

Discussion ensued on used oil recycling. Committee members raised concerns regarding the disposal of used oil.

Discussion ensued on the Stewardship Plan for used oil and its effectiveness in rural areas.

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Staff will draft a briefing note for Directors to use when they speak to government officials in this regard. A resolution will be sent to the AKBLG. This issue will be sent to the COW (Environmental Services).

Moved: Alternate Director Edwards Seconded: Director Cecchini

That the Committee of the Whole (Finance, Protective Services and Environmental Services) Memorandum of Action Items for the period ending January 31, 2017 be received.

Carried

## **BUSINESS**

### **Finance**

#### **Old Business**

#### **B. Burget - Proposed 2017-2021 Five Year Financial Plan**

##### **001 Service General Government Services**

A staff report from Beth Burget, General Manager of Finance, regarding the proposed Service (001) General Government Services 2017-2021 Five Year Financial Plan was presented.

Staff provided the Committee members with an update to the Five Year Financial Plan since the last meeting. The Committee members expressed concerns over the increasing reserve account and discussion ensued on different options on the treatment of the reserve account.

Moved: Director McGregor Seconded: Director Cecchini

That the proposed Service (001) General Government Services Five Year Financial Plan be referred back to staff for further updates, and referred to a future meeting for further review.

Carried

#### **B. Burget - MFA 2017-2021 Five Year Financial Plan**

A staff report from Beth Burget, General Manager of Finance, regarding the proposed MFA Debenture Debt 2017-2021 Five Year Financial Plan was presented.

Staff provided the Committee members with an update on the Five Year Financial Plan since the last meeting.

Moved: Director Cecchini Seconded: Director Russell

That the Committee of the Whole (Finance) approves the Service (001) MFA-MFA Debenture Debt 2017-2021 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

### **B. Burget - Building & Plumbing Inspection**

#### **004 Service Narrative and Draft Five Year Financial Plan**

The Building and Plumbing Inspection Service (004) Narrative Report and draft Five Year Financial Plan were presented.

Staff provided the Committee members with an update on the Five Year Financial Plan since the last meeting.

The Committee went in camera for further discussion.

Moved: Director Grieve Seconded: Director Rotvold

That the Committee of the Whole (Finance) approves the Service (004) Building & Plumbing Inspection Five Year Financial Plan. **FURTHER** that the Plan be included in the overall Regional District of Kootenay Boundary 2017 - 2021 Five Year Financial Plan.

Carried

### **B. Burget - Reserve for Feasibility Studies Proposed Financial Plan**

#### **006 Service for Feasibility Studies Five Year Financial Plan**

A staff report from Beth Burget, General Manager of Finance, regarding the Feasibility Studies Service (006) 2017 - 2021 Five Year Financial Plan was presented.

Moved: Director Rotvold Seconded: Director McLellan

That the Committee of the Whole (Finance) approves the Service (006) Reserve for Feasibility Studies 2017-2021 Five Year Financial Plan. **FURTHER** that the Plan be included in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

**B. Burget - Financial Plan Summary**

A staff report from Beth Burget, General Manager of Finance, regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projections was presented.

Staff provided the Committee members with an update on the Financial Plan Summary and the increase in requisition due to a new service.

Moved: Director Parkinson Seconded: Director Russell

That the Committee of the Whole (Finance) receive the staff report from Beth Burget, General Manager of Finance, regarding the Financial Plan Comparison, Requisition Summary by Stakeholder and Reserve Balance Projections.

Carried

**New Business**

**B. Burget - Committee Terms of Reference**

A staff report from Beth Burget, General Manager of Finance, regarding the Committee Terms of Reference was presented.

The Committee was informed that the current Terms of Reference required some updating. The Committee members discussed revisions to the Committee Terms of Reference. Item 3 under the Duties section, "Review and establish annual goals for the requisition increases to be accommodated within the financial plan." will be deleted as it does not align with the current RDKB budgeting process.

Staff recommended that the Board of Directors have a discussion to ensure that the budgeting process for services reflects the direction that the Board wants to take.

Moved: Director Danchuk Seconded: Alternate Director Edwards

That the Committee of the Whole (Finance) directs staff to make appropriate changes to the Terms of Reference as discussed and bring the document back to the Committee for further review.

Carried

**B. Burget - Self-Insurance Reserve Fund**

A staff report from Beth Burget, General Manager of Finance, regarding information on the self-insurance component of reserve funds included in Service 001 General Government Services was presented.

Staff reviewed the past practice of self-insuring vehicles. The self-insurance/reserve fund was established with the savings in insurance premiums by opting for lower coverage. Currently the reserve balance is sufficient to meet the requirements of self-insuring in the immediate future. Staff recommended that for 2018 and future years that the Services be charged the actual cost of the ICBC insurance with no additions to the self-insurance reserve.

Moved: Director McLellan Seconded: Director Parkinson

That the Committee of the Whole (Finance) recommends that there be no charges to Services for increasing the Self-Insurance Reserve Fund for 2018 forward with an additional review in 2020.

Carried

**Closed (In camera) Session**

A closed (in camera) session pursuant to Section 90 (1) (c) of the *Community Charter*.

Moved: Director Rotvold Seconded: Director Russell

That the Committee of the Whole (Finance) convene to a closed meeting (time 6:46 pm).

Carried

The Committee of the Whole (Finance) reconvened to the open meeting at 6:55 pm.

Director Martin, Chair, COW (Finance) turned the meeting over to Director Russell, Chair, COW (Environmental Services).

**Environmental Services****Old Business****A. Stanley-Proposed 2017-2021 Budget/Five Year Financial Plan  
Service 010 Regional Solid Waste Management**

A staff report from Alan Stanley, General Manager of Environmental Services regarding the proposed Regional Solid Waste Management (010) Service 2017-2021 Budget and Five Year Financial Plan was presented.

Staff provided the Committee members with an update on the results of the Boundary garbage and organics collection contract tender which closed on February 7, 2017. The contract was awarded to Alpine Disposal. The Five Year Financial Plan will be updated to reflect the contract.

The Committee members were also informed that the current-year charge for landfill liabilities will be provided for the next review of the budget and Five Year Financial Plan.

Moved: Director McGregor Seconded: Director Cecchini

That the proposed Regional Solid Waste Management Service (010) Five Year Financial Plan be referred back to staff to make further updates and refer it to a future meeting for further review.

Carried

#### **A. Stanley-Proposed 2017-2021 Budget/Five Year Financial Plan 064 Service Big White Solid Waste Management**

A Staff Report from Alan Stanley, General Manager of Environmental Services regarding the proposed Big White Solid Waste Management Service (064) 2017-2021 Budget and Five Year Financial Plan was presented.

Staff informed the Committee members that there was little change since the review at the last meeting. No increase in tax requisition was anticipated.

Moved: Director Rotvold Seconded: Director Gee

That the proposed Big White Solid Waste Management Service (064) Five Year Financial Plan be referred back to staff to make further updates and refer it to a future meeting for further review.

Carried

#### **New Business**

#### **BCUOMA and Used Oil Recycling**

The Committee members requested that staff draft a briefing note regarding issues surrounding BCUOMA and use oil recycling depots in the Boundary area.

The Committee members also requested that staff draw up a resolution to provide to the AKBLG pertaining to used oil recycling. The target of the resolution would be government agencies.

Moved: Director Danchuk Seconded: Director Parkinson

That the Committee of the Whole (Environmental Services) directs staff to draft a briefing note that will address issues surrounding the BCUOMA and used oil recycling depots around the Boundary area.

Carried

Moved: Director Rotvold Seconded: Director Parkinson

That the Committee of the Whole (Environmental Services) directs staff to draft a resolution to the AKBLG pertaining to used oil recycling.

Carried

Staff provided the Committee members with an update regarding staffing issues at the landfill sites as well as current staff vacancies in Trail.

### **Closed (In camera) Session**

A closed (in camera) session was not required.

Director Russell, Chair, COW (Environmental Services) turned the meeting over to Director Rotvold, Chair, COW (Protective Services).

### **Protective Services**

#### **Old Business**

#### **D. Derby-911 Emergency Communications**

##### **015 Service Narrative and Budget and Five Year Financial Plan Update**

The updated 015-911 Emergency Communications Service Narrative and updated 2017-2021 Five Year Financial Plan were presented.

Staff provided the Committee members with an review of updated items since the last meeting.

Moved: Director McLellan Seconded: Director McGregor

That the Committee of the Whole (Protective Services) approves the 9-1-1 Emergency Communications Service (015) Five Year Financial Plan. **FURTHER** that the Plan be referred to the Committee of the Whole (Finance) for inclusion in the overall Regional District of Kootenay Boundary 2017-2021 Five Year Financial Plan.

Carried

#### **D. Derby-Emergency Preparedness**

##### **012 Service Narrative and Budget/Five Year Financial Plan Update**

The updated 012 Emergency Preparedness Service Narrative and updated 2017-2021 Five Year Financial Plan were presented.

Staff provided the Committee members with an update of revisions since the last meeting. After reviewing the updated budget, the Committee requested that a nominal amount of the proposed Communication Officer's salary be recorded in the Five Year Financial Plan.

Staff provided an update on the Committee Action Items from previous meetings. The Fire Department's Service Level Policy will now be going to the PEP Committee for review and discussion. Further analysis in regards to a repeater and Greenwood coverage will need to be done. Currently there is no policy about providing repeaters that specifies that this is the responsibility of fire dispatch and who will be responsible for this cost. This issue as well as livestock management during fires will be brought forward for discussion at a future meeting.

Moved: Director Gee Seconded: Director Parkinson

Discussions on the development of policies to address the responsibility of providing repeaters and the associated costs and livestock management during fires will be brought forward to a future meeting.

Carried

Moved: Director McGregor Seconded: Alternate Director Edwards

That the Committee of the Whole (Protective Services) approves the Emergency Preparedness Service (012) Five Year Financial Plan with a further amendment of a 10% adjustment to reflect the proposed Communication Officer's position. **FURTHER** that the Plan be referred to the Committee of the Whole (Finance) for inclusion in the overall Regional District of Kootenay Boundary 2017 - 2021 Five Year Financial Plan.

Carried

**New Business**

There was no new business for discussion.

**Closed (In camera) Session**

A closed (in camera) session pursuant to Section 90 (1) (c) of the *Community Charter*.

Moved: Director Gee Seconded: Director Russell

That the Committee of the Whole (Protective Services) convene to a closed meeting (time 7:30 pm).

Carried.

The Committee of the Whole (Protective Services) reconvened to the open meeting at 7:50 pm.

**DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

Discussion of items for future agendas was not required.

**QUESTION PERIOD FOR PUBLIC AND MEDIA**

A question period for public and media was not required.

**ADJOURNMENT**

The meeting was adjourned at 7:52 pm.



**Electoral Area “C” Parks & Recreation Commission  
Regular Meeting  
Wednesday, February 8, 2017  
Welcome Centre  
8:00 AM**

**AGENDA**

- 1. Approval of the Agenda**
- 2. Minutes**
  - Minutes of the Regular meeting of January 11, 2017 –Pgs 1 to 3
- 3. Delegations:N/A**
- 4. Business Arising from the Minutes**
- 5. Correspondence-**
- 6. Financial Plan –**
  - 2017 Financial Plan Service Narratives-Pgs 4 to 12
  - 2017 – Budget Summary updates- Pgs 4 to 12
- 7. Old Business**
  - Fitness Program - Update
  - Cascade Fall Trans- Canada Trail Staging Area- Report- Pg 13
  - Kettle River Walk Trail-Report- Pgs 14 to 29
- 8. New Business-**
  - Sponsoring Programs offered at the Christina Lake Elementary School Gym
- 9. Sub Committee Report**
  - **COP Update- N/A**
  - **Recreation Program Update**
    - **February Flyer- Pgs 30 to 31**
    - **Family Day Weekend Activities – Boundary Area-Pg 32**
  - **Park Maintenance - N/A**
  - **Trails – Josh Strzelec-N/A**
  - **Community Coordinator Report-Update**

**Outstanding Projects for Future Development**

- Kids Bump Bike Park/ Pickleball Landscaping –Dust Control
- Walking Trail around Golf Course-
- Feasibility Study-Pedestrian Bridge –
- Disc Golf/Frisbee Golf-
- Moro Footbridge-

Tech Property to Access River

Christina Crest Trail-

Marine Study

- Boat House
- Nature Park Shore line and garden Project
- Boat Dock @ Community Park

**Completed Projects**

- Performance Awning for Welcome Centre- Completed
- Cascade Falls Stairs-Completed
- Cascade Cemetery (Completed)
- Playground Equipment –Completed
- Bike Pump park project –Completed
- Nature Park Benches/Dog Park Picnic Table-Completed
- Welcome Centre Playground Equipment-Completed

**10. Other Business Arising from the Floor**

**11. Adjournment**

Minutes of the Regular Meeting of the Electoral Area "C" Parks & Recreation  
Commission held Wednesday February 8, 2017 at the Welcome Centre

**Present**

Brenda Auge  
Carlo Crema  
Dave Beattie  
Dianne Wales  
Larry Walker  
Liz Stewart  
Paul Beattie

**Absent**

Josh Strzelec

**RDKB Staff**

Tom Sprado/Lilly Bryant

**Area Director**

Grace McGregor

**Guest**

Donna Wilchinsky

**Agenda**

1. M/S Liz Stewart/Paul Beattie, that the February 8 2017 agenda be adopted as Amended
  7. Old Business
    - a. Moro Footbridge
  8. New Business:
    - a. RCMP Quarterly Report
    - b. Doggy Hitching Post-Welcome Centre Entrance

**Carried**

**Minutes**

2. M/S Paul Beattie/Larry Walker, that the minutes of the regular meeting from January 11, 2017 be accepted as amended.
  - a. Dianne Wales name misspelled in Motion #3.

**Carried**

**Delegations :** N/A

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

**Correspondence:** N/A

- **Financial Plan:** 2017 Financial Plan Service Narratives for 023/024/027
  - Reviewed Narrative reports – Included the Budget Summary with reports.
- 3. M/S Brenda Auge/Dave Beattie, Recommends the approval of the 2017 Budget as presented on February 8, 2017.

**Carried**

**Old Business      Fitness Program –Verbal Report**

- Met with Christina Lake Community Hall Association on January 31, 2017
  - Continue to offer current Drop in Classes as advertised in the flyer
- 
- Cascade Fall Trans- Canada Trail Staging Area- Report-
- 4. M/S Liz Stewart/Carlo Crema, recommends that the Christina Lake Recreation Commission wait to see what the Province will do about the request to develop an access from Highway #3 to the staging area at Cascade Falls.**
- Carried**
- Kettle River Walk Trail-Report-
    - Grace indicated that an archaeological study was completed in the 1970's. If she cannot locate her copy of the report, Bob Dupee should have a copy.
- 5. M/S Paul Beattie/Liz Stewart, Recommends that Forest, Lands and Natural Resources Operation (Justin Dexter) be contacted to inquire if a trail can still be developed without an archaeological assessment-Negotiate – As the trail already exists. We are prepared to establish a confirmed route – however we cannot support funding in full for the archaeological assessment.**
- Carried**

**Moro Footbridge-**

- Paul Beattie spoke with a retired Department of Highway employee and was told they may have sections of Bailey bridges available.
- Grace spoke with Doug Noren about the **McKrae Creek** Trans-Canada Trail Bridge. Interfor will be logging in that area in 2018 and indicated they may need to access the area by using the ATV trail bypass. Should the bridge be removed Grace will be contacted.

**New Business:**

- Sponsoring Programs offered at the Christina Lake Elementary School Gym- Contact the School for the facility rental rates.
- 6. M.S Paul Beattie/Brenda Auge, recommends that the Christina Lake Commission cover the facility fee for community activities held at in the Christina Lake School gym. Staff will contact school to find out rental rates.**

**Carried**

- **RCMP Report-** Grace presented a last quarter report for the area. – She will contact the Sergeant to have reports sent to Staff for future meetings.
- **Doggie Hitching Post -Welcome Centre- Donna Wilchynski**
  - Discussed the option of providing a Doggie Shelter near the entrance to the Welcome centre
  - Community Space Grant might be available to provide funding to build an area away from the Welcome Centre entrance.

**Subcommittee Report**

- **COP Update-N/A**
- **Recreation Program Update-**  
-February Flyer- Family Day Activities  
Christina Lake Triathlon
- **Park Maintenance Monthly Report- N/A**
- 
- **Trails: - N/A**
- 
- **Community Coordinator Report-**
  - Amalgamating email addresses/Webpage addresses

**Other Business Arising from the Floor:**

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

**Carried**

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

\_\_\_\_\_  
Dianne Wales, Chairperson

**Grand Forks & District Recreation Commission  
Regular Meeting  
Thursday, February 9, 2017  
David Borchelt Meeting Room (Arena)  
8:45 AM**

**AGENDA**

**1. Additions/Approval of the Agenda**

**2. Minutes**

- Minutes of Regular Meeting of January 12, 2017- Pgs 1 to 3

**3. Delegation:**

**4. Business Arising from the minutes**

**5. Correspondence :**

- Requests for Pool Passes – **Fundraising**
  - Perley Parent Advisory Council- Pg 4
  - Hutton School Winterfest Planning Committee-Pg 5
  - Grand Forks Interior Bowling Team-Pg 6

**6. Financial Plan**

- 2017 Financial Plan Service Narratives- Pgs 7 to 15
- 2017 Budget Summary-Draft- Pgs 7 to 15
- YTD-2017 Revenue Report-GFREC- Pg 16
- YTD-2017Arena Drop In Revenue/Attendance Report-Pg 17
- YTD- 2017Aquatic Membership/Drop In Monthly Comparison Report-Pg 18

**7. Old Business –**

- Bylaw 946-Review-Please bring copy from January's meeting –
- Recreation Commission By-Laws from other communities.- TBD
- **Aquatic Centre Pool Deck Surface:**
  - Deck Replacement –Update-
  - Wheelchair lift- Update

**8. New Business-**

- **Usage Stat Report**
  - Aquatic Programming Stats Comparison Report 2017-Pg19
  - Aquatic Monthly Attendance
  - Arena Stats Comparison-Pg20
- **Supervisor Report**
  - Aquatic Maintenance Coordinator – Report-Pg 21 to 23
  - Aquatic Program Coordinator Report- Pg 24 to 25
  - Arena Chief Engineer – Report- Pg 26 to 27
  - Recreation Program Services Supervisor-  
**Program Update-**
    - February Flyer- **Pg 28 to 31**
    - Program Update-Received BCRPA Grant

- Family Day events –Schedule- Pg 32
- 30 Year Celebration–Confirm Prices and hours Pg 33
  - Request for Canada Day Parade-Cora-Pg 34

- **Sponsored Events Reports-**

- Interfor Free Community Swim- February 13
- CIBC Community Skate-February 12

**9. Round Table**

- School District # 51
- Library and Arts Societies (Culture)  
Recreation and Culture Committee of City Council-
- Community Members at Large-Dean Engen- WiFi Request/Vista Radio

**10. Other Business Arising from the floor-**

**11. Agenda Adjournment**

Minutes of the Regular Meeting of the Grand Forks and District Recreation Commission held February 9, 2017 in the Jack Goddard Memorial Arena Meeting Room

**Present**

Brian Noble  
Dean Engen  
Julia Butler  
Nigel James  
Terry Doody

**Absent**

Eric Gillette-Advised

**Staff**

Tom Sprado/Lilly Bryant

**Area Director**

Roly Russell-Away

**Agenda**

1. M/S Julia Butler/Brian Noble, that the agenda be accepted as amended.

- a. Correspondence-

FortisBC Commercial Energy Assessment Program-  
Grand Forks Aquatic Report

**Carried**

**Minutes**

2. M/S Julia Butler/Dean Engen, that the minutes of the regular meeting of January 12 2017 be accepted as circulated.

**Carried**

**Delegation:** N/A

**Business Arising from the Minutes:** None

**Correspondence:**

- Requests for Pool Passes – **Fundraising**
  - Perley Parent Advisory Council
  - Hutton School Winterfest Planning Committee
  - Grand Forks Interior Bowling Team

3. M/S Julia Butler/Terry Doody, recommends that the Fundraiser for pool passes request letters be approved up to \$50 in value AND that a policy be developed to approve groups and organizations to receive up to \$50 in value for Arena and Aquatic passes for fundraising purposes.

**Carried**

- FortisBC Commercial Energy Assessment Program-Grand Forks Aquatic Report- Received for Information

**Note:** This report appears to have some misinformation in the data-please review for further discussion at the next meeting.



**Financial Plan –**

- 2017 Financial Plan Services Narratives-Received for Information
  - Staff Attended the Stakeholders meeting on Tuesday, February 7 2017 - The meeting was rescheduled until March 7, 2017.
- January-Arena Drop In Revenue/Attendance Report- Received for Information
- January -Aquatic Membership/Drop In Monthly Comparison Report- Received for Information
- Aquatic January Report- Received for Information
  - Staff directed to review the option to offer a Toonie admission for the last hour of all Public Swim schedules

**4. M/S Brian Noble/Julia Butler, accepts all financial reports received for information only.**

**Carried**

**Old Business-**

- Recreation Commission By-Laws from other communities.- To be reviewed and discussed at March meeting
- **Aquatic Centre Pool Deck Surface:**
  - Jay's flooring will be onsite to complete a test patch on Wednesday, March 1, 2017.
- **Wheelchair lift- Update:**
  - Staff has contacted BC Authority to schedule an inspection on the existing lift. The report will give direction as to how to move forward with the retro fit/replacement options.
  - The report will provide opportunities to apply for grant funding through the Accessibility Grant options.

**New Business-****Usage Stat Report:**

- Stats for Aquatic – Hourly Visual Count- Received for Information
- Arena Usage Report – Received for Information

**Recreation Program**

- Aquatic Maintenance Coordinator report-Received for Information
- Aquatic Pool Coordinator Report- Received for Information
- Chief Engineer Arena Report:
  - Should Security Cameras be installed outside the facilities
  - Score board- Can staff change the colored lights for penalty minutes on the scoreboard
- Recreation Program Services Supervisor's Program Update-
  - Family Day Grant was received from BCPRA
  - Provided a list of free events-Sponsored by Businesses and Organizations in the Area
  -

- **30 Year Celebration-Confirm Prices and hours**

5. M/S, Julia Butler/Terry Doody, Recommends that the 30 year celebration event June 2, 2017 be reverted back to 1987 pool Admission prices from the hours of 6am to 1pm.

**Carried**

- **Request for Canada Day Parade-Cora Ludwar**

6. M/S Terry Doody/ Julia Butler, recommends that the Grand Forks Recreation Commission supports the concept for a Canada Day Parade Float on Saturday, July 1, 2017- Promoting the Grand Forks And District Aquatic Centre 30 year Celebration.

**Carried**

7. M/S Julia Butler/Brian Noble, recommends that the Grand Forks Aquatic Centre staff seek written permission from the Canadian Union of Public Employees, Local 2254 to volunteer their time for the Canada Day Parade float.

**Carried**

**Sponsored Events Reports-**

- Interfor Free Community Swim- Received for Information
- CIBC Community Skate-Received for Information

**Round Table**

- **School District #51- N/A**
- **Library and Arts Societies-N/A**
- **Recreation and Culture Committee of City Council**
- **Community Members at Large- Dean Engen-WiFi Request/Vista Radio**
  - WiFi in our facilities
  - Staff will contact Shaw cable about being a Hot spot for the Arena/Aquatic area
  - Local Radio Station- Office space in Facility- Free advertising opportunity for free space
  - Grand Forks Figure Skating Club

**Other Business Arising from the Floor:**

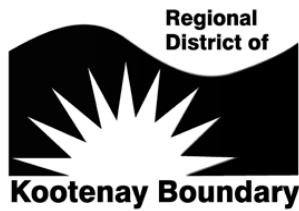
- **Water Pump House Building in the Arena Parking Lot-**
  - Clarification on ownership/responsibility for building is required

Moved by Brian Noble that the meeting be adjourned

**Carried**

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

\_\_\_\_\_  
Dean Engen, Chairperson



**ELECTORAL AREA 'B'/LOWER COLUMBIA-OLD GLORY**  
**ADVISORY PLANNING COMMISSION**  
**MINUTES**

Monday, March 6, 2017 at the RDKB Office, Trail, BC, commencing at 7:00 p.m.

**PRESENT:** Richie Mann, Mary MacInnis, Trinda Ross, Graham Jones, Henk Ravestein, Grant Saprunoff, Mike Beetstra,

**ABSENT:** Fern Acton

**RDKB DIRECTOR:** Linda Worley, Alternate Bill Edwards

**RDKB STAFF:**

**GUESTS:**

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**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA (Additions/Deletions)**

It was moved by Graham and seconded by Grant, all in favour that the March 6, 2017 Electoral Area 'B'/Lower Columbia-Old Glory APC agenda minutes be adopted.

**3. ADOPTION OF MINUTES**

It was moved by Henk and seconded by Mike, all in favour that the February 6, 2017 Electoral Area 'B'/Lower Columbia-Old Glory APC minutes be adopted.

**4. DELEGATIONS**

**5. OLD BUSINESS**

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Electoral Area 'B'/Lower Columbia-Old Glory APC Minutes  
 March 6, 2017  
 Page 1 of 3

## 6. **NEW BUSINESS**

### **A. West K Sand and Gravel**

#### **RE: OCP and Zoning Amendment**

Highway 22, Electoral Area 'B'/Lower Columbia-Old Glory

RDKB File: B-7187-08837.000

#### Discussion/Observations:

After reviewing the included information and maps a couple of items were queried. How will the lack of adequate water supply be addressed? Has the poor location for Highway access been addressed and rectified? In the Proposed Permitted Uses (IN2) items ***b, d, f, g, i, l, m, n*** are in bold print- what is the reason for this?

#### Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be Postponed to a later date for the following reasons:

- lack of adequate water supply
- has highway access been addressed and rectified

Carly, could you tell us the distance from neighbouring properties for this land use?

### **B. Greg Wyna**

#### **RE: MOTI Subdivision**

4111 Casino Road, Electoral Area 'B'/Lower Columbia-Old Glory

RDKB File: B-TWP 8A-10831.110

#### Discussion/Observations:

Submission was reviewed.

#### Recommendation:

It was moved by Richie, seconded by Grant and resolved that the APC recommends to the Regional District that the subject Development Application be supported as everything seems to be fine.

**C. RMR Acquisition Corporation**  
**RE: Front Counter BC License to Cut**  
Red Mountain Resort, City of Rossland  
RDKB File: R-1

Discussion/Observations:

From the Site Location Map that was included in the package it was somewhat difficult to know the area-is this a current map? The proposal seems alright so long as organizations such as Friends of the Rossland Range, Kootenay Columbia Trails Society, Klister Club and other private property owners are contacted. Logging could affect run off to private property owners. This is also Watershed for the City of Rossland.

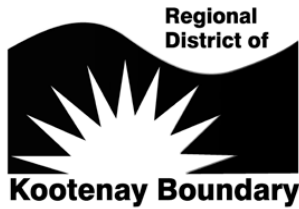
Recommendation:

It was moved by Mike, seconded by Grant and resolved that the APC recommends to the Regional District that the subject Development Application be supported with conditions that the above-named organizations and private property owners be notified.

**7. FOR INFORMATION**

**8. ADJOURNMENT**

It was moved by Graham and seconded by Mary that the meeting be adjourned at 7:30 p.m.



**ELECTORAL AREA 'C'/CHRISTINA LAKE**

**ADVISORY PLANNING COMMISSION**

**MINUTES**

Tuesday, March 7, 2017 at the Christina Lake Firehall, commencing at 7:00 p.m.

**PRESENT:** David Durand, Jennifer Horahan, Phil Mody, Terry Mooney, Butch Bisaro, Jeff Olsen, Ken Stewart

**ABSENT:** Peter Darbyshire, Annie Rioux, Dave Bartlett, Jessica Coleman

**RDKB DIRECTOR:** Grace McGregor

**RDKB STAFF:**

**GUESTS:**

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**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA (Additions/Deletions)**

The March 7, 2017 Electoral Area 'C'/Christina Lake APC agenda be adopted with the addition per Dave. Approved with addition. (Butch/Phil)

**3. ADOPTION OF MINUTES**

The February 7, 2017 Electoral Area 'C'/Christina Lake APC minutes be approved. (Ken/Jeff)

**4. DELEGATIONS**

**5. OLD BUSINESS**

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Electoral Area 'C'/Christina Lake APC Minutes  
March 7, 2017  
Page 1 of 2

**6. NEW BUSINESS**

**A. Lawrence/Kabatoff**

**RE: Development Variance Permit**

305-2<sup>nd</sup> Avenue, Electoral Area 'C'/Christina Lake

RDKB File: C-269-00210.110

Discussion/Observations:

\*Note: Neighbour is to the East – not West.

As there was no drawing included with the application, Keith Lawrence provided a plan at the meeting, which we accepted.

Recommendation:

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

**7. FOR INFORMATION**

**8. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 7:10 p.m. (Jennifer/Butch)

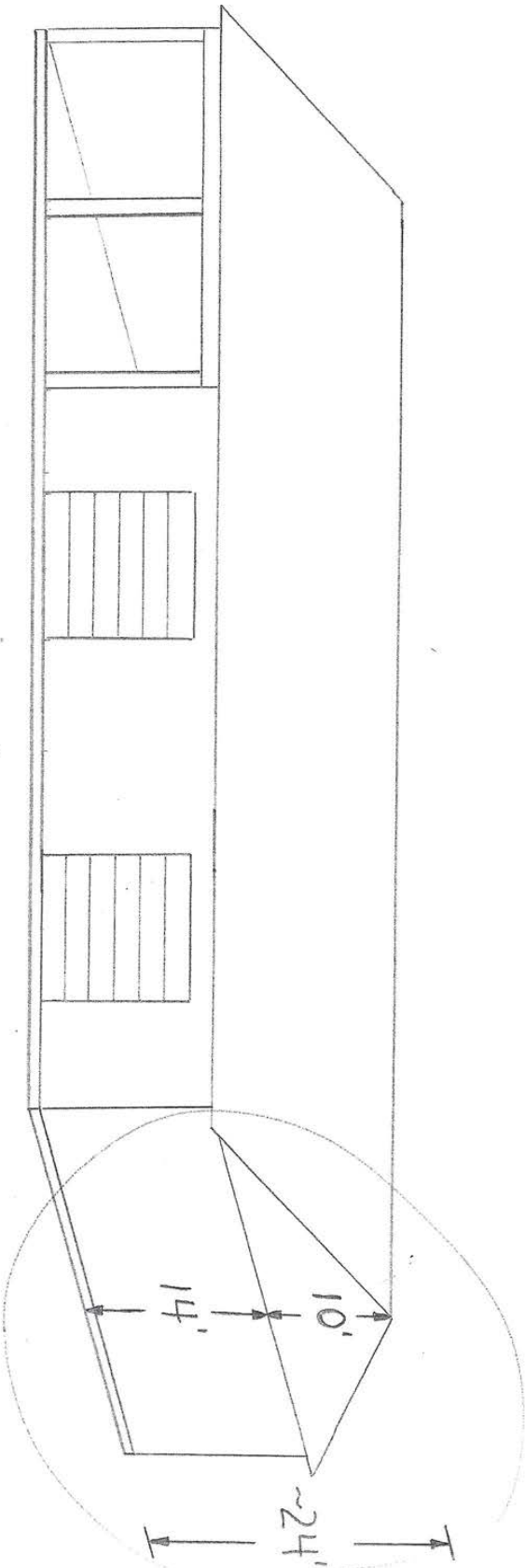
Provided by Keith Lawrence at Meeting March 7, 2017.  
PRELIMINARY PLAN FOR PROPOSED STORAGE / WORKSHOP - LAWRENCE PROPERTY

\* HEIGHT VARIANCE REQUESTED TO EASE HARDSHIP OF STORING THE FOLLOWING:

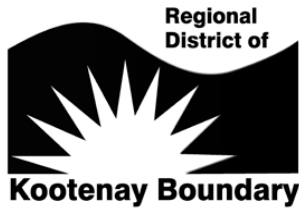
- 1. VEHICLE LIFT
- 2. MOTORHOME
- 3. BOAT WITH TOWER
- 4. OTHER EQUIPMENT

\* SINGLE STORY STRUCTURE

~6/12 PITCH TO MATCH  
THE RESIDENCE







**ELECTORAL AREA 'E'/WEST BOUNDARY**

**ADVISORY PLANNING COMMISSION**

**MINUTES**

Monday, March 6, 2017 at the Rock Creek Medical Centre, commencing at 6:00 p.m.

**PRESENT:** Fred Marshall - Chair  
Harald Zinner - Secretary  
Grant Harfman, Jamie Haynes, Florence Hewer

**ABSENT** with notification: Michael Fenwick-Wilson, Lynne Storm (Note – Michael did provide written comments regarding the Hulme Creek proposed subdivision.)

**Absent** without notification

**RDKB DIRECTOR:** Vicki Gee

**RDKB STAFF:**

**GUEST:**

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**1. CALL TO ORDER**

The meeting was called to order at 6:00 pm.

**2. ADOPTION OF AGENDA**

It was moved, seconded and carried that the March 6, 2017 Electoral Area E' APC agenda be adopted. (Jamie/Florence)

**3. ADOPTION OF MINUTES**

It was moved, seconded and carried that the February 6, 2017 Electoral Area E' APC minutes as amended be adopted as circulated. (Harald/Florence)

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Electoral Area E' APC Minutes  
March 6, 2017  
Page 1 of 3

**4. DELEGATIONS**

**5. OLD BUSINESS**

The Director reported that the concerns raised with respect to the Golden Dawn Minerals Inc. proposal discussed at the Feb. 6, 2017 APC meeting were heard by the Board.

**6. NEW BUSINESS**

**A. GEOFFREY FURNISS**

**RE: MOTI Subdivision**

1810 Hulme Creek Road, Rock Creek

RDKB File: E-2454-06580.000

Discussion/Observations:

- It was noted this is a good area for a subdivision as it does not impinge on agricultural land. Subdivisions are better on slopes of this kind rather than in the river valleys where there is good agricultural land.
- Concern was raised about there being adequate water for these new proposed lots. One member commented that there are some current residents in the area that may be fearful that additional wells might have a negative impact on existing wells.

Recommendation:

It was moved, seconded and resolved by majority vote that the APC recommends to the Regional District that the subject Development Application be supported on condition that a formal hydrological study be done on the aquifer in that area before proceeding with the subdivision.

**B. Winlaw Mechanical Services Ltd.**

**RE: MOTI Subdivision**

1120 Highway 3, Anaconda

RDKB File: E-Twp70-08017.000

Discussion/Observations:

- It was noted that the current proposal subdivision (2 lots) was slightly different from the 2009 subdivision (a plan with 3 lots was distributed) which had been approved but was never registered.

- It was also noted that the proposed subdivision follows the boundary between ALR land and non-ALR land. Furthermore, it was observed the backside (southside) of the current property is big steep hill.
- Apparently, when this property had been used as a golf course, there were some water usage issues.

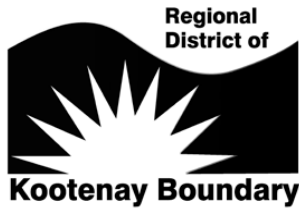
Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported as presented considering that having sufficient water for each proposed lot could be an issue in the future.

7. **FOR INFORMATION** - There was no other information provided.

8. **ADJOURNMENT**

It was moved that the meeting be adjourned at 6:45 pm.



**ELECTORAL AREA 'E'  
(BIG WHITE)**

**ADVISORY PLANNING COMMISSION**

**MINUTES**

Tuesday, March 7, 2017 at the Big White Ski Patrol Hut, commencing at 4:00 p.m.

**PRESENT:** Deb Hopkinson, Jude Brunt, Gerry Molyneaux, John Lebrun, Cat Schierrer

**ABSENT:** Paul Sulyma

**RDKB DIRECTOR:** Vicki Gee

**RDKB STAFF:** Carly Rimmell

**GUESTS:** Paul Plocktis BWSR, Jeremy Hopkinson BWSR, 4 community members

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**1. CALL TO ORDER**

The meeting was called to order at 4:10 p.m.

**2. ADOPTION OF AGENDA (Additions/Deletions)**

It was moved and seconded that the March 17, 2017 Electoral Area 'A' APC agenda be adopted.

**3. ADOPTION OF MINUTES**

It was moved and seconded that the February 7, 2017 Electoral Area 'E' Big White Advisory Planning Commission minutes be adopted.

**5. DELEGATIONS**

**6. OLD BUSINESS**

**No old business**

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Electoral Area Big White APC Minutes  
March 7, 2017  
Page 1 of 3

**7. NEW BUSINESS**

- A. Big White Ski Resort Ltd.  
Brent Harley & Assoc. Inc. Agent  
RE: Referral Mountain Resorts Branch - Crown Grant**  
Southeastern Portion within the Big White Control Recreation Area  
(CRA) Boundary  
RDKB File: BW-4254-4255-Temp

Discussion/Observations:

Information pertaining to the crown grant process was provided by the applicant for the benefit of the committee and the community guests.

The supply of Staff Housing is supported in the community, although there were concerns raised about a possible loss of income for some owners. With the lack of rentals for out of town guests and local residents this should not prove to be a problem.

Recommendation:

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

- B. Big White Ski Resort Ltd.  
Brent Harley and Associates Inc., Agent  
RE: Zoning Amendment**  
Black Forest Area  
RDKB File: BW-4255-Temp

Discussion/Observations:

Information relayed to committee re zoning process, APC discussion and recommendations go to the board and a public meeting will be scheduled before rezoning approval.

Questions to the applicant:

Will there be snow removal issues with no covered parking required?

Usually only 10% of staff living on the mountain own vehicles. When all buildings are completed there will be 48 beds times four buildings for a total of 192 beds. There will be 56 parking spaces 29%

Clarification requested regarding setbacks described on page 5 of 6, explained by Carly and Vicki.

Will the design of buildings be as shown?

Yes this is the design pending approval process.

Will there be RVs or campers allowed on site?

No.

Current zoning allows for off-site parking if required, might not use it in this case but may in future. This development plan does not use it.

Will the parking be sufficient if this property is ever used for something other than staff housing?

It is unlikely that it will ever be used for anything but staff housing.

Will the 17 meter height of the building be a problem for the lot 4254 above 4255?

There is an 8% grade to this property and Lot 4254 will be a Big White lot so they are aware.

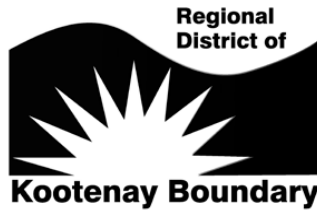
Recommendation:

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

**C. John Lebrun has suggested that our meetings move to the Big White Fire Hall as it would be more convenient than the Ski Patrol Hut which is only open seasonally. There is better parking at the Fire Hall and it is an RDKB property.**

**8. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 5:00 p.m.



## REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Bylaw No. 1624 to amend Electoral Area 'C'/Christina Lake  
Zoning Bylaw No. 1300

Minutes of a Public Hearing for Regional District of Kootenay Boundary for proposed Bylaw No. 1624 to amend Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300 held on Tuesday, March 14, 2017 at the Christina Lake Hall, Christina Lake, BC at 7:00 p.m.

<b>Director Present:</b>	Director Grace McGregor
<b>Staff Present:</b>	Carly Rimell, Senior Planner and Ken Gobeil, Planner
<b>Members of the Public Present:</b>	8

Director McGregor opened the Public Hearing for proposed Bylaw No. 1624 to amend Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300 at 7:00 P.M. Director McGregor then read the Chairperson's address. Director McGregor then asked that Carly Rimell, Senior Planner explain the purpose of the revised bylaw.

Carly Rimell provided a summary of the proposed bylaw. She explained proposed Bylaw No. 1624 would amend the Electoral Area 'C'/Christina Lake Christina Lake Zoning Bylaw No. 1300 to permit 'medical and dental' clinics in the Neighbourhood Commercial 4 (C4) Zone. The amendment would allow the applicants to open a medical clinic at 1875 Bakery Frontage Road.

Director McGregor then opened the hearing for comment.

Kerry Jantz asked about the notification requirements for the properties within the affected zone and the surrounding properties.

Carly Rimell responded by explaining the legislated notification and advertising requirements for bylaw amendments.

Director McGregor thanked Kerry Jantz for his comments and asked if there were any additional comments.

Dave Hubbs added that he is in support of the proposed bylaw amendment and the potential enhancements to the community it can bring. He added that more employment opportunities are needed in the area and bylaw amendments for additional services and businesses in the community are very advantageous for everyone.

Director McGregor thanked Dave Hubbs for his comments, then asked if there were any additional questions or comments from the public. There being none, the public hearing was adjourned at 7:06 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. 1624 to amend Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300.

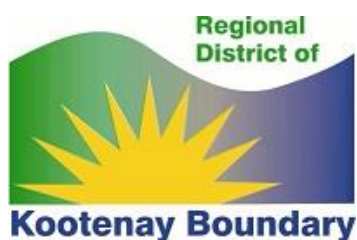
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Recording Secretary

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Chairperson



**STAFF REPORT****Date:** 05 Mar 2017**File**ES Administration -  
Solid Waste**To:** Chair Russell and Members,  
Committee of the Whole  
(Environmental Services)**From:** Tim Dueck - Solid Waste Program  
Coordinator**Re:** Boundary Residential Household  
Organics Diversion Service contract**Issue Introduction**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding the award of a Service Contract to Alpine Disposal and Recycling for the garbage and green bin collection service in the Boundary region.

**History/Background Factors**

On February 21, 2017 the Board of Directors approved the following resolution:

*That the Regional District of Kootenay Boundary Board of Directors approves, in principle, a contract with Alpine Disposal in the amount of \$412,466.47 per year for the curbside collection of Green Bins and Garbage in the Boundary. FURTHER that the Board of Directors directs Staff to prepare contract documents for Board approval and to procure green bins and other necessities at the cost of \$90,000 to be transferred from capital reserve. FURTHER that the necessary funds for the Boundary collection contract be included in the 2017-2021 Regional Solid Waste Management Five-Year Financial Plan.*

Staff has concluded negotiations with Alpine Disposal and presents the Service Contract for Board ratification.

**Implications**

The monies have been included in the 2017 Environmental Services Budget and the 5-year Financial Plan.

**Advancement of Strategic Planning Goals**

Expanding organics diversion region-wide is a strategic objective of the RDKB. This service contract will expand the garbage and green bin collection and diversion service to most residents of the Boundary.

**Background Information Provided**

\* Staff Report: 02 Feb 2017 - Boundary Green Bin & Garbage Curbside Collection Service

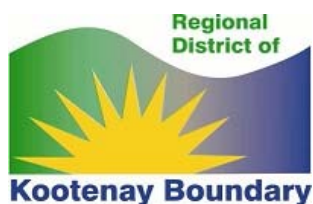
\* Contract: Boundary Residential Household Organics Diversion Service

**Alternatives**

1. That the Regional District Board of Directors approves a contract with Alpine Disposal and Recycling for the provision of curbside garbage and green bin collection services in the amount of \$412,466.47 per year for a five-year term.
2. That the Board not approve the contract.

**Recommendation(s)**

1. That the Regional District Board of Directors approves a contract with Alpine Disposal and Recycling for the provision of curbside garbage and green bin collection services in the amount of \$412,466.47 per year for a five-year term.

**STAFF REPORT****Date:** 02 Feb 2017**File**ES Administration -  
Solid Waste**To:** Chair McGregor and Members,  
Board of Directors**From:** Tim Dueck - Solid Waste Program  
Coordinator**Re:** Boundary Green Bin & Garbage  
Curbside Collection Service**Issue Introduction**

A Staff Report from Tim Dueck, Solid Waste Program Coordinator concerning the award of a contract for the service of Green Bin and Garbage curbside collection in the Boundary.

**History/Background Factors**

The RDKB Board of Directors has determined that residents in the entire District should have access to curbside green bin collection service. In 2012, the RDKB initiated a Green Bin collection service in the City of Grand Forks. Subsequently, this service has been expanded to parts of Area D/Rural Grand Forks and Area C/Christina Lake.

The RDKB has also been providing curbside collection for Printed Paper and Packaging (PPP) material on behalf of Multi-Material BC to West Boundary residents. In November 2016 the Board of Directors signalled to MMBC that the District would no longer be involved in collecting printed paper and packaging at the curbside. MMBC has subsequently released a Request for Proposals (RFP) for the collection of PPP from Boundary residents (Christina Lake to Carmi).

On June 30th, 2017 the current collection contract expires. The RDKB has launched an Invitation to Bid process for the Work of providing Green bin/garbage curbside collection service for five (5) years to residents of the Boundary along Highway #3 & #33 from Christina Lake to Carmi and Beaverdell.

The closing date on both the MMBC's RFP and the RDKB's Invitation to Bid was February 7th.

The RDKB received one bid for this work:

Alpine Disposal: \$412,466.47 (does not include 408 homes in the City of Greenwood)

### **Implications**

Pending RDKB Board approval of the collection contract, the final Regional Solid Waste Management Financial Plan will include funds for the provision of green bin/garbage collection service to 5800 Boundary residents including an expansion of curbside green bin and garbage collection services to an additional 1810 homes in Area D, Area E, Greenwood and Midway.

RDKB staff worked with the Cities of Grand Forks and Greenwood and the Village of Midway to determine their levels of participation. Pending RDKB Board Approval of the RDKB/Grand Forks Inter-Municipal Agreement (to be presented at a future Committee of the Whole meeting), the City of Grand Forks will continue with the present arrangement whereby they pay the RDKB to administer the contract and they receive revenues from utility billings and sale of garbage tags. The City of Greenwood has declined to participate in the program and will receive no services, except for recycling services from MMBC. The Village of Midway and Electoral Area E will participate under the same terms as Electoral Areas C and D, receiving full garbage and green bin service with the RDKB receiving offsetting revenues from the sale of garbage tags.

### RDKB Revenue

The revenue from City of Grand Forks for the RDKB for collection services (garbage, Y & G Waste, tipping fees) will be about \$220,000.

Garbage tag sales to Area C and Area D residents raised \$39,000 in 2016. Staff conservatively estimate that tag sales will be about \$50,000 in 2017 for the expended service. Estimated revenues will be included in the final Regional Solid Waste Management Financial Plan.

### Green Bins

The new service will require the purchase of 2000 green bins, kitchen catchers and sample compost bin liners. The cost for these products will be about \$90,000. These costs will draw from capital reserve to be included in the final Regional Solid Waste Management Financial Plan.

### **Advancement of Strategic Planning Goals**

Expanding organics diversion region-wide is a strategic objective of the RDKB and this program will complete the residential organics diversion service in the Boundary. The collection program is a focus resources on 'core' services, particularly with the transfer of recycling collection to MMBC as the provision of recycling collection service is the regulated responsibility of MMBC.

**Background Information Provided**

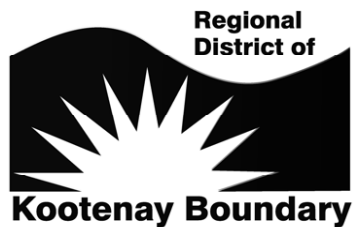
- Alpine Proposal

**Alternatives**

1. That the Regional District of Kootenay Boundary Board of Directors approves in principle a contract with Alpine Disposal in the amount of \$412,466.47 per year for the curbside collection of Green Bins and Garbage in the Boundary.
2. FURTHER that the Board of Directors direct Staff to prepare contract documents for Board approval.
3. FURTHER that the Board of Directors direct staff to procure green bins etc at the cost of \$90,000 to be transferred from capital reserve.
4. FURTHER that the Board of Directors direct Staff to include the necessary funds for the Boundary collection contract in the 2017-2021 Five-Year Regional Solid Waste Management Financial Plan.

**Recommendation(s)**

1. That the Regional District of Kootenay Boundary Board of Directors approves in principle a contract with Alpine Disposal in the amount of \$412,466.47 per year for the curbside collection of Green Bins and Garbage in the Boundary.
2. FURTHER that the Board of Directors direct Staff to prepare contract documents for Board approval.
3. FURTHER that the Board of Directors direct staff to procure green bins etc at the cost of \$90,000 to be transferred from capital reserve.
4. FURTHER that the Board of Directors direct Staff to include the necessary funds for the Boundary collection contract in the 2017-2021 Five-Year Regional Solid Waste Management Financial Plan.



CONTRACT

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

Contract commencement date: July 1<sup>st</sup>, 2017  
Contract Termination date: June 30, 2022

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## **Boundary Residential Household Organics Diversion Service**

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- \* City of Grand Forks
- \* Electoral Area C  
(Christina Lake)
- \* Electoral Area D  
(Rural Grand Forks)
- \* Electoral Area E  
(West Boundary)

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Regional District of  
Kootenay Boundary

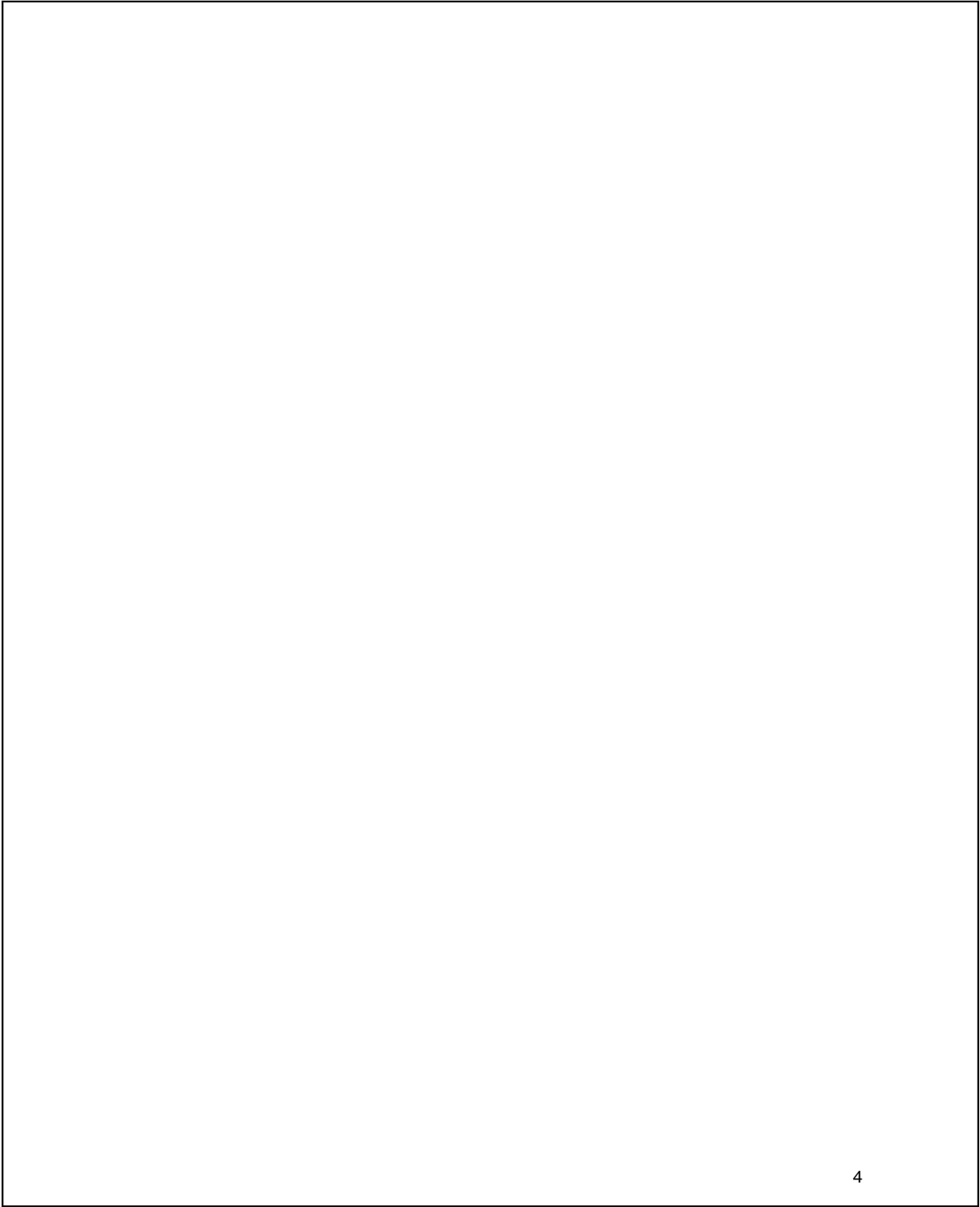
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## 1. CONTRACT AGREEMENT

CONTRACT AGREEMENT FOR THE COLLECTION OF SOLID WASTE IN THE CITY OF  
GRAND FORKS AND RDKB ELECTORAL AREAS OF AREA C AND AREA D

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_ 2017.

BETWEEN:

Alpine Disposal and Recycling Interior Division Ltd.  
1045 Dunford Ave.,  
Victoria, B.C.  
V9B 2S4

(hereinafter called the "Contractor")

OF THE FIRST PART,

AND:

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
#202 - 843 ROSSLAND AVE.  
TRAIL, BRITISH COLUMBIA V1R 4S8

(hereinafter called the "Regional District" or "the RDKB")

This Agreement shall be valid until June 30, 2022 and may be renewed for a term agreed to by mutual consent of both parties.

WHEREAS the Regional District has engaged the services of the Contractor to carry out the solid waste collection services as defined herein;

NOW THEREFORE the Regional District and the Contractor undertake and agree as follows:

1. The Contractor undertakes and agrees to provide all necessary labour, equipment, materials and supervision, unless otherwise indicated, together with all work incidental thereto to perform all Work described in the Contract Documents.
2. The Regional District undertakes and agrees to pay the Contractor in Canadian funds for the performance of the Contract in accordance with the amount stipulated in the Tender Form, subject to performance of the Contract in accordance with the amount stipulated in the Tender Form, subject to additions and deductions as provided for in the Contract.
3. The Contractor and the Regional District for themselves, their successors, administrators and permitted assigns undertake and agree to the full performance of their respective obligations under the Contract.
4. If either party desires to give notice to the other party under or in connection with the Contract, such notice will be effectively given upon actual service or three (3) days after being sent by Registered Mail to the Regional District at:

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

Contractor at:

Alpine Disposal and Recycling Interior Division Ltd.  
1045 Dunford Ave.,  
Victoria, B.C.  
V9B 2S4

5. The Contract remains in effect until 12:00 a.m. (midnight), June 30, 2022 unless otherwise terminated in accordance with its terms. The parties, by mutual agreement may substantively change the terms of the contract based on the proposal submitted in the Invitation to Tender process. The parties may also, by mutual agreement, extend or renew the Contract for an additional period.

IN WITNESS WHEREOF the parties hereto have caused to be affixed their Corporate Seals attested by the signature or their duly authorizing officers on the date first indicated herein.

THE CORPORATE SEAL OF )  
Alpine Disposal and Recycling Ltd )  
was hereunto affixed by: )

\_\_\_\_\_  
Authorized Signing Officer )

C/S

\_\_\_\_\_  
Authorized Signing Office )

THE CORPORATE SEAL OF )  
THE CORPORATION OF THE )  
REGIONAL DISTRICT OF )  
KOOTENAY BOUNDARY )  
was hereunto affixed by: )

C/S

\_\_\_\_\_  
Director of Corporate Administration)

## **2. TERM of CONTRACT**

### **2.1 PREAMBLE**

This Contract will describe the terms and conditions of the Residential and Small Business Curbside Collection service. In exchange for fulfilling the Work as described in this Contract, to the satisfaction of the Regional District, the Regional District will compensate the Contractor as described in this Contract.

The Regional District of Kootenay Boundary (Regional District) has selected Alpine Disposal and Recycling Ltd, hereafter known as Alpine Disposal or 'The Contractor', as the successful contractor in the Invitation to Bid process for the Solid Waste Collection service in designated areas of Area C, Area D, Area E, the Village of Midway and the cities of Grand Forks and Greenwood.

The Regional District and Alpine Disposal will cooperatively build capacity for effective service delivery and build public support for the service through the implementation of the Green Bin Food Scraps Collection Service. The Service is presently in operation in Area C, Area D and the City of Grand Forks.

As of July 1<sup>st</sup>, 2017 the Service will be expanded to include parts of Area D north of the City of Grand Forks and parts of Area E in Rock Creek, Bridesville and Sidley Mountain.

## 2.2 PRICING

The RDKB agrees to pay the Contractor for Work based on a bid price in the accepted proposal. However, the Regional District may direct the Contractor to carry out a combination of Work that was not envisioned in the Contractor's proposal.

The following unit prices will apply. The Contract base price will be adjusted after the second full year of the Contract based on the change of the CPI British Columbia Transportation Index calculated on May 31<sup>st</sup> of

<b>Organics</b> (Weekly) and <b>Residuals</b> (Weekly) Collection:	# of units	Base Contract Price	CPI Adjusted rate: July 2019 - 2020		CPI Adjusted rate: July 2020 - 2021		Adjusted rate: July 2021 - 2022	
Grand Forks, Area C, Area D homes	4144	75.77	%	\$	%	\$	%	\$
Greenwood homes	408	78.97						
Area E homes incl. Bridesville/Sidley	1247	78.97	%	\$	%	\$	%	\$
City of Grand Forks Yard & Garden waste	1609	28.35	%	\$	%	\$	%	\$

The Work at the commencement of the contract will \* not \* include residential units within the City of Greenwood. The RDKB reserves the right to include these units in future Work of the Contract at the sole discretion of the RDKB.

### 2.3 PAYMENT

The Regional District shall, upon receipt of an invoice for successful completion of the Work from the Contractor for the month following that for which payment is claimed, pay to the Contractor on or before the last working day of the month following the month in which the Work was undertaken, one-twelfth (1/12) of the tendered annual lump sum for that year of the Contract.

It is the responsibility of the Contractor to insure that all invoices are accurate and complete. The Parties acknowledge and agree that all invoices for Work are deemed to be final after sixty days and, for certainty, claims for Work performed more than sixty days prior to a claim being made will not be paid.

### 2.4 PAYMENT WITHHELD

The Regional District may withhold or nullify the whole, or part of any payment in the following circumstances:

- when the Contractor is not performing the Work satisfactorily in accordance with this Contract;
- when defective Work is not being remedied;
- when a lien is filed against the lands and premises on which Work is being done, or reasonable evidence exists of the probable filing or registration of a lien;
- when there exists unsatisfied claims for damages caused by the Contractor in connection with the Works; or
- when the Contractor is failing to make prompt payments as they become due to sub-contractors or for material or labour.
- when sub-contractors or suppliers of materials are not receiving prompt payment, the Regional District may make payment to such sub-contractors or suppliers directly and deduct the amount of such payments from amounts otherwise due to the Contractor.

### 2.5 ANNUAL PRICE ADJUSTMENT

The Contract price as listed in Section 2.2 will be adjusted annually on the anniversary date of the Contract according to the following formulae:

The percentage of the change in the CPI British Columbia Transportation Index for the period ending May 31<sup>st</sup>, times the Contract Proposal Unit Price or previous year's price.

### **3. GENERAL CONDITIONS**

#### **3.1 SCOPE OF WORK**

This Contract is for the supply of all labour, materials, supervision, machines, tools, plant, equipment and any incidentals necessary to collect and remove:

- Yard & Garden Waste from residences in the City of Grand Forks
- Residual waste in the designated contract area as defined by regulations and bylaws of the City of Grand Forks and the Regional District of Kootenay Boundary
- Organic waste (Food Scraps) in the designated contract area as defined by regulations and bylaws of the City of Grand Forks and the Regional District of Kootenay Boundary

The Work must be completed as directed by the RDKB to the satisfaction of the General Manager of Environmental Services or designate in accordance with the terms of this Contract.

#### **3.2 WHOLE CONTRACT**

The Contract Documents constitute the whole of the agreement between the parties, and include the proposal submitted by Alpine Disposal (Appendix gkbmvijv). No verbal agreements or conversation with any officer, agent or employee of the Regional District, either before or after the execution of the Contract Agreement, shall affect or modify any of the terms herein contained.

#### **3.3 LABOUR STANDARDS**

The Contractor shall comply with the requirements of the *British Columbia Employment Standards Act*, the *Workers' Compensation Act of the Province of British Columbia* and the provincial legislation regarding wages and labour regulations.

#### **3.4 ASSIGNMENT OF CONTRACT**

The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of this Contract or any portion hereof, or his right, title or interest therein, or his obligations hereunder without written consent of the Regional District. No sub-contractor shall be engaged, except as set out in the Tender Form, without the written permission of the Regional District.

#### **3.5 REGIONAL DISTRICT'S RIGHT TO DO WORK**

If the Contractor should refuse, or fail, to supply adequate workmanship, products, or machinery and equipment for the scheduled performance of the Work, or neglect to prosecute the Work properly, or fail to respond to directives to correct non-performance on any of the provisions of the Contract, then the Regional District may notify the Contractor, in writing, that the Contractor is in default of his contractual obligations, and instruct him to correct the default within two (2) calendar days.

If the correction of the default cannot be completed within the two (2) calendar days specified, the Contractor shall be considered to be in compliance with the Regional District's instruction if he commences the correction of the default within the specified time, and in addition provides the Regional District with an acceptable schedule for such correction, and completes the corrections in accordance with such schedule.

If the Contractor fails to comply with these provisions, the Regional District may, without prejudice to any other right or remedy it may have, correct such default and may deduct the cost thereof from payment then or thereafter due the Contractor.

### **3.6 REGIONAL DISTRICT 'S RIGHT TO TERMINATE THE CONTRACT**

If the Contractor should:

- a) be adjudged bankrupt, or make a general assignment for the benefit of creditors, or if a receiver is appointed on account of his insolvency, or
- b) fail to make sufficient payments due to his sub-contractors, or suppliers, or
- c) disregard laws or ordinances, or the Regional District 's instructions, or
- d) abandon the Work, or
- e) otherwise violate the fundamental conditions of the Contract,

the Regional District shall, by written notice, instruct the Contractor to correct the default within five (5) calendar days. If the default is not corrected within five (5) calendar days, then the Regional District may, without prejudice to any other right or remedy it may have, terminate the Contract.

If the Regional District terminates the Contract under the conditions set out above, the Regional District shall be entitled to:

- a) finish the Work by whatever method it may deem expedient but without undue delay or expense;
- b) withhold any further payments to the Contractor until the Work is finished;
- c) upon completion of the Work, determine the full cost of finishing the Work including compensation to the Regional District for its additional services and a reasonable allowance to cover the cost of any corrections required under the Contract, and charge the Contractor the amount by which the full cost exceeds the unpaid balance of the Contract Price, or if such cost of finishing the Work is less than the unpaid balance of the Contract Price, pay the Contractor the difference.

### **3.7 VOLUNTARY ARBITRATION**

If both parties agree, in the case of any dispute arising between the Regional District and the Contractor as to their respective rights and obligations under this Contract, or in the event of an alleged breach of this Contract, either party may give to the other notice of such dispute and



request arbitration thereof. The parties may agree to submit such matters to arbitration once all other reasonable steps to resolve the dispute have been taken. Arbitration will be carried out by a single arbitrator in accordance with the provisions of the *Commercial Arbitration Act* of the Province of British Columbia. The decision of the arbitrator shall be final and binding and each party shall bear its own costs of the arbitration.

The Contractor shall not cause a delay of the Work while the arbitration proceedings are pending or in progress.

### **3.8 QUALIFICATIONS OF WORKERS**

The Contractors shall at all times enforce safety rules, discipline and good order among its employees. Any person employed on the Work, who becomes intoxicated, intemperate, disorderly, incompetent or wilfully negligent, shall be removed from the Work.

All employees of the Contractor shall cooperate fully with directives from the General Manager of Environmental Services or designate.

### **3.9 INDEMNITY**

The Contractor shall indemnify and save harmless the Regional District from and against all losses and all claims, demands, payments, suits, actions, damages, recoveries, and judgments of every nature and description brought or recovered against the Contractor, or the Regional District, by reason of any act or omission or alleged act or omission of the Contractor, its agents, employees, or sub-contractors in the execution or purported execution of the Work.

### **3.10 PERFORMANCE SECURITY**

The Proponent must provide a Confirmation of Performance Security – Performance Bond or written evidence from a Canadian banking institution that an Irrevocable Standby Letter of Credit valid until July 1, 2017 has been issued that provides the RDKB with access to the Security. The Performance Bond/Letter of Credit must be in the amount of \$100,000 to be held by the RDKB as security for due and faithful performance of the Contract by the Proponent.

To ensure the faithful execution and proper fulfillment of this Contract, the Performance Security provided to the Regional District by the Contractor, as specified in the Instructions to Tenderers, will be held by the Regional District until sixty (60) days following the completion of the Contract.

### **3.11 PERMITS AND REGULATIONS**

The Contractor, at his own expense, shall procure all permits, certificates and licenses required by law for the execution of the Work.

### **3.12 COMPLIANCE WITH WORKERS COMPENSATION ACT**

The Contractor shall ensure compliance on its part and on the part of all its sub-contractors with the *Workers' Compensation Act* and the *Occupational Health and Safety Regulations* thereunder.

In any case where pursuant to the provisions of the Workers' Compensation Act, an order is given to the Contractor, or one of its sub-contractors in respect to their operations under this Contract to cease operations because of failure to install or adopt safety devices or appliances or methods as directed, or required by the Act or Regulations thereunder, or because conditions of immediate danger exist that would be likely to result in injury to any person, and the Contractor does not comply with such order then the Regional District may issue Written Notice to the Contractor and may immediately arrange for the removal of this danger and the Contractor shall be liable for the costs of such arrangements, but such act by the Regional District shall not relieve the Contractor of responsibility for injury, loss of life, or damage which may occur in that situation.

In the event that the Contractor refuses or fails to comply with an order under the Workers' Compensation Act or Regulations thereunder, so that the performance of the Work is stopped, the Regional District may, upon written notice terminate the Contract and proceed in accordance with Item 3.6.

The Contractor shall, during the terms of this Agreement, maintain Workers' Compensation Insurance in order to fully protect both its employees and the Regional District as may be required by the law during the term of this Agreement, and shall on demand, if requested by the Regional District, show proof of good standing with the Board.

### **3.13 LANDFILL SITE ACCESS AND RESPONSIBILITIES**

The Contractor shall have access to the Landfill Site during closed hours for the expressed purpose of disposing of garbage and organic materials gathered while doing the Work of this Contract. The Regional District shall make every reasonable effort to ensure that the Contractor is able to discharge loads and carry out the Work.

If Regional District staff are not in attendance when the Contractor discharges solid waste at the landfill site, the Contractor shall be responsible for site safety, security and fire protection. The Contractor shall indemnify and save harmless the Regional District of Kootenay Boundary from any costs or other actions which are attributable to actions of the Contractor at the landfill site during closed hours.

### **3.14 CHANGES IN THE WORK**

The Regional District may order changes in the Work through additions, deletions, modifications or variations without invalidating the Contract. The value, if any, of such changes shall be taken into account in ascertaining the final amount of the Contract Price. All such Work shall be executed under the conditions of the contract.

No extra Work shall be carried out and no change in the Work shall be made, unless authorized in writing by the Regional District.

If the Contractor claims that any instructions by the Regional District are not described in the Work, they shall give the Regional District written notice thereof immediately, and shall then follow the instructions of the Regional District and complete the Work as directed by the Regional District. No such claim shall be valid unless so made. If the Contractor's claim is approved, it shall be paid.

When there is a change in the Work not covered by Contract Prices, the value of such a change shall be determined by agreements on a lump sum in each instance between the Regional District and the Contractor.

### **3.15 REMOVAL OF LIENS**

The Contractor shall forthwith remove at its own expense all liens filed or registered against the lands and premises of the Regional District and/or the City of Grand Forks and the Contractor shall indemnify and save harmless the Regional District from liability arising out of any such lien.

### **3.16 RELEASE OF PERFORMANCE SECURITY**

The performance security filed by the Contractor will be refunded to the Contractor within sixty (60) days following completion of this Contract provided that:

- a) a statutory declaration dated not earlier than forty (40) days after the date of the completion has been filed by the Contractor with the Regional District certifying that all materials, labour and claims incurred directly or indirectly on account of the Work have been fully paid by the Contractor;
- b) no affidavits or claims of lien are filed against the lands and premises on which the Work was done; and
- c) the Workers' Compensation Board has, at the request of the Contractor, filed with the Regional District certification that all assessments due by the Contractor have been paid.

### **3.17 INSURANCE**

Within seven (7) days following the execution of the Contract Agreement and prior to commencing any Work under the Contract, the Contractor shall, at its own expense, obtain and maintain in force at all times during the Contract, insurance providing coverage to the Contractor, any sub-contractor performing Work provided by this Contract and the Regional District as named insured, in policies of insurance providing coverage called for by this article except fire, theft and collision insurance on vehicles owned by the Contractor. Such insurance shall contain a provision that the insurance shall apply as though a separate policy had been issued to each named insured. Each policy shall contain a clause stating that the policy shall not be cancelled or materially changed without the insurer giving at least fifteen (15) days notice by registered mail to the Regional District. Insurance coverage referred to in this article shall be by an insurance company and in a policy of insurance acceptable to and approved by the Regional District. The contractor shall deposit with the Regional District certified copies of the policies for all insurance herein required. The Regional District must be provided with proof and copies of this insurance coverage annually.

#### **a) Public Liability and Property Damage**

The Contractor shall insure against public liability and property damage for amounts equal to or greater than those listed below:

**PUBLIC LIABILITY**

Five Million Dollars (\$5,000,000.00) for death or injury to any one or more persons arising from any one occurrence

**PROPERTY DAMAGE**

One Million Dollars (\$1,000,000.00) for damage to property arising from any one occurrence.

ALTERNATIVELY Five Million Dollars (\$5,000,000.00) all-inclusive risk policy covering public liability and property damage.

The deductible or reimbursement for any policy required under this section shall not exceed Five Thousand Dollars (\$5,000.00) per claim.

**b) Automobile Insurance, Owned and Non-Owned**

The Contractor shall, during the lifetime of the Contract, carry standard automobile policies covering all licensed vehicles owned by it, registered in its name or leased to it, for no less than Five Million Dollars (\$5,000,000.00) inclusive.

The Contractor shall ensure that the Regional District, its officers and employees are saved harmless from any liability whatsoever out of the Contractor's performance or non-performance by any sub-contractor, and shall pay any and all legal or other costs incurred by the Regional District as a result of such performance or non-performance.

**3.18 INSPECTION OF THE WORK**

The Regional District and its representatives shall at all times have unfettered access to inspect the Work whenever it is in progress. Periodic inspections of the Contract area will be made by the staff appointed by the Regional District to verify that the service supplied by the Contractor is adequate in all respects. Such periodic inspections shall not relieve the Contractor in any way from making its own inspections, to ensure that the Work is being satisfactorily performed.

**3.19 CONTRACTOR'S RELATIONSHIP TO THE REGIONAL DISTRICT**

It is understood and agreed that the relationship of the Contractor to the Regional District under the provisions of this Contract is one of an independent Contractor, and nothing herein contained shall be construed as creating any employer-employee relationship.

The Work performed by the Contractor remains the intellectual property of the Regional District. All efficiencies, techniques and technology developed by the Contractor while performing the Work for the Regional District remain the property of the Regional District. These efficiencies, techniques and technologies may become part of future Contracts tendered by the Regional District.

**3.20 PUBLIC HEALTH REGULATIONS**

The Contractor shall carry out and obey every reasonable order and instruction given by the General Manager of Environmental Services or designate pursuant to the Contract and shall

abide by every order issued pursuant to the *Waste Management Act* or the *Health Act*, in performing the Work under this Contract.

### **3.21 CONTRACTOR'S BUSINESS PRACTICE**

No equipment shall be parked or stored on Municipal streets or Provincial highways except during actual periods of collection of solid waste, recycling or yard and garden waste as required by the Contract.

The Contractor shall supply and maintain a toll-free telephone service, to be attended by a competent representative during normal business hours, to which all queries and complaints regarding waste collection in the Contract area may be directed. Complaints received must be rectified without delay to the satisfaction of the Solid Waste Program Coordinator.

The Contractor shall maintain a complete log, to include time of call and addresses of the calling party, and the nature of all complaints or enquiries received, and the action taken to rectify the matters in question. The log shall form a component of the Monthly Report.

### **3.22 VARIATION IN AMOUNT OF REFUSE**

There may be considerable variation in the amount of garbage and/or recycling to be picked up in a given area from week to week. The Contractor shall meet this variation in demand by using extra equipment, manpower and overtime, if required, in order that all collections are made on the scheduled date.

### **3.23 NO WAIVER**

The failure the Regional District to require performance of any provision shall not affect the Regional District's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Contract constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

## **. CONTRACT SPECIFICATIONS**

### **4.1 WORK BY CONTRACTOR**

The Work of this Contract, to be performed by the Contractor, shall include but not be specifically limited to:

- Once-a-week collection and removal of residential solid wastes (food scraps and residuals) at residential properties within the boundaries of the City of Grand Forks as is consistent with RDKB Bylaw 1605 and City of Grand Forks Garbage Collection Regulations Bylaw 1937 and all subsequent and updated versions and consistent with the schedule approved by the RDKB and City of Grand Forks.
- Once-a-week collection and removal of solid waste wastes (food scraps and residuals) from residential properties from designated residents in Electoral Areas C, D and E as directed by the RDKB in a manner consistent with RDKB bylaws and brought to appropriate facilities at the Grand Forks Landfill or other locations as directed by the RDKB.
- Collection and removal of yard and garden waste from all residential units once per month from March to November of each year, within the City of Grand Forks municipal boundaries according to a schedule approved by RDKB and the City of Grand Forks.
- Transport of these materials to the Grand Forks Landfill or other locations described in this Contract or directed by the RDKB.
- gather data and report monthly/ annually on the Contractor's activities related to the Work as requested by the RDKB

Where this Contract is silent, the Work shall be conducted as directed by the Regional District.

### **4.2 COLLECTION AREA BOUNDARIES**

For purposes of this Contract, the residential collection area boundary shall be designated as residences within the City of Grand Forks and parts of Area C, Area D and Area E designated by maps in Appendix A.

### **4.3 RESIDENTIAL UNITS**

The number of residential units presented in this contract are provided for planning purposes only and are not intended to represent the actual work. These numbers were derived from determining the number of residential properties along the routes which BC Assessment then identifies as having improvements.

Many properties are vacant or will otherwise not participate in the curbside service and the contractor will neither be financially penalized nor rewarded for this.

The number provided includes all residential properties but does not make a distinction between single-family dwellings, illegal suites, and apartments. It is expected that the contractor will acknowledge that some properties will require different levels of service than others and adjust the work accordingly.

The Contractor will supply waste collection services as deemed appropriate by the RDKB to residents of multi-family complexes.

The house count number will not change throughout the term of the contract unless the Contractor is directed to expand the service area.

#### **4.4 SOLID WASTE DISPOSAL SITE**

The Contractor shall have access to unload and deposit solid waste material collected in the performance of the Work in designated areas at RDKB Landfill or Transfer Station sites during regular operating hours or at other times as directed by the RDKB.

All garbage/organic materials must be brought to specific areas at the Grand Forks landfill unless directed otherwise by the RDKB.

At all times that Regional District staff is not carrying out operations and is not present at the site:

- Immediately upon entering and leaving the site the Contractor shall lock the gate and shall ensure that no unauthorized persons enter or remain on the site.
- The Contractor shall ensure that no waste of any kind is removed from the landfill site and that no salvaging operation is being carried on without authorization from the Landfill Site operator.
- The Contractor shall not undertake or permit any activity that may cause environmental impairment.
- The Contractor shall act in accordance with all landfill site regulations either verbal or posted.

#### **4.5 EQUIPMENT**

The Contractor shall supply all Equipment necessary to safely undertake the Work of this Contract.

All vehicles and other equipment shall be maintained in satisfactory working order; meeting or exceeding provincial standards.

#### **4.6 INTERRUPTION OF SERVICE**

In the event of mechanical problems beyond the Contractor's control which may result in an interruption and/or delay of regularly scheduled service, the Contractor shall immediately notify

the Regional District by phone and within twenty-four (24) hours, resume service by effecting repairs to Equipment or by the supply of alternative equipment. Costs which may be incurred by the Contractor to resume service shall be the responsibility of the Contractor.

#### **4.7 EQUIPMENT STORAGE SITE**

The Regional District of Kootenay Boundary shall have no obligation to the Contractor to provide a site for the storage and maintenance of Equipment and vehicles necessary to undertake the Work of this Contract. Any vehicle storage and maintenance site for solid waste collection vehicles and related Equipment proposed to be utilized by the Contractor shall have the appropriate zoning designation in accordance with the Regional District of Kootenay Boundary or municipal Zoning Bylaws.

#### **4.8 COLLECTION HOURS**

Every effort must be made to ensure that Work associated with this Contract does not negatively impact users of the service or cause violations of applicable noise bylaws.

The Work shall be completed between the hours of 8am and 6pm unless by prior arrangement.

#### **4.9 ACCESS ONTO PRIVATE PROPERTY**

The Contractor shall not enter upon any private property unless by agreement with the owner or occupier thereof.

#### **4.10 SCHEDULES**

The Contractor shall obtain the approval of the Regional District for its proposed solid waste and yard waste collection schedule in accordance with the Contract Documents. The Contractor and the Regional District shall make available to residents and municipalities, route schedules and collection information.

Any modifications or changes to the approved collection routes and schedules proposed by the Contractor must receive the approval of the Regional District prior to implementation.

The Contractor shall directly inform any affected residents at least four weeks in advance of any route or schedule changes. This notice must be delivered directly to the residents, either in person or through direct mailings.

The costs for route or schedule change notices shall be borne by the Contractor.

#### **4.11 STATUTORY HOLIDAYS**

Collection of residuals, food scraps, recyclables and Yard & Garden Waste that is regularly scheduled for Statutory Holidays shall be completed as per the schedule. Regularly scheduled collection that falls on Christmas and New Year's Day shall be rescheduled to the day previous



or the day following the Holiday. This schedule shift will be approved by mutual consent of both the Regional District and the Contractor.

The Schedule must be approved in time for publication in the annual Regional District Recycling Collection Calendar.

#### **4.12 WASTE NOT ACCEPTED**

The Contractor shall collect all Residual Waste:

- Residual Waste not contained in an acceptable receptacle
- "Special Wastes" as defined in the Environmental Management Act, "Special Waste Regulations";
- Materials defined under the Environmental Management Act as the responsibility of specified stewardship groups for recycling.
- "Dangerous Goods" as defined in the Transportation of Dangerous Goods Act; or
- Waste identified by RDKB bylaws as not accepted for disposal in RDKB landfills.

In the event that the Contractor does not pick up Solid Waste from a Unit covered by this Agreement, the Contractor shall immediately notify the owner or occupier, or leave notice at the premises.

A log of incidents of non-service will form part of the monthly and annual reporting.

#### **4.13 CONTRACTOR'S RESPONSIBILITY**

The Contractor shall perform the Work to the satisfaction of the General Manager of Environmental Services or designate. The Contractor will be notified verbally and in writing of any deficiencies in the Work. At the request of the Regional District, the Contractor shall attend meetings that may pertain to the execution of the Work under this Contract.

#### **4.14 PUBLIC RELATIONS AND EMPLOYEE CONDUCT**

The Contractor shall exercise respectful public relations in carrying out its obligations under this Contract and its employees shall be made conscious of their responsibilities in this regard.

The Regional District may request the removal from the Work of any employee of the Contractor who commits one or more of the following acts during the performance of the Work:

- demonstrates intoxication or impairment;
- uses foul, profane, vulgar or obscene language, or gestures;
- solicits gratuities from the public for services performed hereunder;
- refuses to handle solid waste materials for reasons unrelated to the terms of the Contract;

- commits a willful or reckless action in disregard of safety of persons, buildings or equipment;
- acts in a threatening or abusive manner towards any member of the public, municipal staff or RDKB staff.
- commits any act which may constitute a public nuisance or disorderly conduct;
- demonstrates insolence, insubordination or disrespectful interaction with representatives of the Regional District;

The Regional District may request the removal from the Work of any employee of the Contractor who brings derision or disrepute to the Regional District as a whole, or the RDKB's Solid Waste Management Services, or specific employees of the RDKB either through slander or defamatory comments in person or on social media.

The Contractor will make available for the RDKB any photos or images collected of the Work and ensure that all employees comply with RDKB promotional requests for images of the Work.

#### **4.15 SOLID WASTE ORIGIN**

Solid waste collected by the Contractor for disposal at the Landfill Site under the terms of this contract must originate only from within the area specified by the terms of this Contract.

The Contractor shall be responsible for ensuring that refuse collected while performing the Work can be identified and reported as distinct and separate from materials collected elsewhere.

#### **4.16 REPORTING REQUIREMENTS**

The Contractor will be required to weigh every vehicle carrying garbage, food scraps, and yard waste into the Grand Forks Landfill and to ensure that the net weight is recorded if no attendant is on duty.

The Contractor will submit monthly and annual reports as described in Section 9.

#### **4.17 UNITS OF MEASUREMENT**

In all cases where the gathering and reporting of weight is required, the units of measurement shall be kilograms and metric tonnes.

In all cases where the gathering and reporting of distance is required, the unit of measurement shall be metres and kilometers.

In all cases where the reporting of volume is required, the unit of measurement shall be litres.

## 5. INTERPRETATION

In this Section in addition to definitions set out in Section 1 of this Contract, words and expressions set out below shall have the following meanings unless the context requires otherwise:

**"Bulky Items" or "Large Items"** means Garbage or recycling materials that do not fit into standard garbage or recycling containers. The Contractor is not expected to collect items if the items:

- do not easily fit into the collection compartment;
- exceed 23 kgs in weight;
- represent a hazard to the operator;
- exceed the 'container collection limit' and do not have extra Garbage Tags
- are banned from disposal according to RDKB bylaws

**"Contract"** means the whole of the terms and conditions contained in the Request for Proposals – including all Addendums, and the following Contract Agreement – including all Appendixes which describe the Work of Curbside Recycling and Garbage Collection Service for the **Regional District**.

**"Contractor"** means the Contractor engaged by the Regional District of Kootenay Boundary for the Work of collecting, removing and disposal or processing of solid waste in the City of Grand Forks, and parts of Area C and Area D in accordance with these Contract Documents.

**"Composting Facility"** means the Grand Forks Landfill on 8798 Granby Rd. Grand Forks or any adjacent property that may be developed.

**"Construction & Demolition Debris"** means materials associated with home construction and renovation. This includes wood, insulation, flooring, roofing, concrete, asphalt or any other material that the Regional District has determined to have differentiated tipping fee.

**"Food Scraps", "Household Organics" or "Organics"** means all plant or animal material present in the Garbage stream. This includes raw and cooked food waste, kitchen scraps, food soiled paper towels, tissue paper, bones, meat and fish products, and other food related material. **Food Scraps** does **"not"** include textiles, construction & demolition material or Yard & Garden Waste.

**"General Manager"** means the General Manager of Environmental Services of the Regional District of Kootenay Boundary or a designate who shall direct and oversee the Work.

**"Landfill Site"** means the Grand Forks Landfill site - 8798 Granby Rd. Grand Forks

**"Parties"** means the Regional District of Kootenay Boundary and Alpine Disposal and Recycling Interior Division Ltd.

**"Recyclable Materials" or "Recyclables"** means materials regulated in the *Environmental Management Act* as the responsibility of a stewardship program. This may include Printed Paper and Packaging, Used Tires, Paint, Used Oil and any other stewardship program described in the *Recycling Regulation*.

**“Regional District”** means the Regional District of Kootenay Boundary.

**“Residuals”, “Residual Waste” or “Garbage”** means any material emanating from households in the **Regional District** which is not otherwise designated as a recyclable product, materials managed by Stewardship groups or materials defined by this **Contract** as **Organics or Yard & Garden Waste**.

**“Residuals Collection Container”** means a container of not more than 100 litres capacity, of not more than 23 kilograms,

**“Small Business” or “Small Businesses”** means those establishments that generate quantities of materials similar to those of an average residential unit.

**“Solid Waste”** means designated materials described in the **Regional District** Solid Waste Management Plan. This includes **Food Scraps, Recyclables** and **Residuals**.

**“Successful Completion of the Work”** shall mean the completion of the activities of providing the Recycling and Garbage Collection Service (the **Work**) as per the direction of the **Regional District** and to the satisfaction of the **Regional District**.

**“Units”** are house counts for determining payment for the Work of the Service. See Section 4.3.

**“Weekly Collection”** means that part of the **Work** which is conducted every calendar week.

**“Work”**: means the whole of the activities, materials, and labour required to be done by the **Contractor** under this **Contract**. The **Work** is the activities of the **Contract**, ‘as directed by the **Regional District**’.

**“Yard & Garden Waste”** means all organic material produced by a residential yard or garden including grass clippings, hedge and tree pruning material up to two-inches in diameter, weeds and material from flower beds and vegetable gardens.

## **6. RESIDUAL WASTE (Garbage)**

Residual Waste is defined as any municipal solid waste produced by a household which is not otherwise designated as, **Food Scraps, Yard & Garden Waste** or materials which are, or become, identified in the Recycling Regulation as managed by Stewardship groups.

### **6.1 RESIDUAL WASTE COLLECTION**

The Contractor will collect Residual Waste from the Residential Premises within the City of Grand Forks and applicable areas of Area C, D and E on a weekly basis, in compliance with City of Grand Forks and RDKB bylaws, or as directed by the RDKB and transport and deliver the Residual Waste to the Approved Disposal Site.

### **6.2 RESIDUAL WASTE CONTAINERS**

The Contractor will collect only one (1) container of Residual Waste from the Residential Premises per collection period (two weeks) as per applicable bylaws of the City of Grand Forks and the RDKB. Additional containers may be collected provided they demonstrate proof of payment approved by the City of Grand Forks.

Containers must not weigh more than 23kgs. Collection Drivers must ensure proper handling of the Resident's containers.

The Contractor must not collect Large or Bulky items that do not fit in garbage containers.

The Contractor must not collect materials identified in RDKB bylaws as materials banned from disposal at landfills in accordance with the Solid Waste Management Plan and applicable Provincial laws and regulations.

### **6.3 DISPOSAL FEES**

The Contractor will not be responsible for the payment of any Residual Waste disposal fees.

The Contractor will not be responsible for any fines or penalties relating to improper delivery of garbage and for inclusion of unacceptable waste in a load.

The Contractor will be responsible for fines arising from improperly using Regional District facilities and Bylaw infractions.

Notwithstanding the above, the Regional District and the Contractor will cooperate to identify and eliminate any source of unacceptable waste entering the waste system.

## **7. YARD & GARDEN WASTE**

### **7.1 YARD WASTE COLLECTION**

Yard Waste collection will be provided to residents of the of Grand Forks. This curbside service is to be provided on a monthly basis during the months of March, April, May, June, July, August, September, October, and November. The Schedule for collection must submitted for approved by the Regional District and the City of Grand Forks by October 1st of the preceding year.

The contractor must collect materials in accordance with applicable City of Grand Forks and RDKB bylaws.

### **7.2 TYPES OF MATERIALS**

The Contractor will deliver two distinct streams of organic materials to the Grand Forks Landfill.

- 1) Leaves and Grass
  - Leaves
  - Lawn trimmings
  - Gardening materials
  - Hedge trimmings etc, no thicker than raspberry canes
- 2) Woody Debris: sticks and woody material:
  - no longer than 1 m.
  - no thicker than 5 cm
  - bundled with string,
  - in bundles weighing no more than 23kg.

The following material types will not be collected:

- Construction and Demolition material
- 'significant' amounts of dirt
- bundles/bunches/containers weighing more than 23kg
- rocks

### **7.3 AMOUNT OF MATERIAL**

The amount of material allowed to be collected is determined by City of Grand Forks Bylaw and could vary according to priorities set out in solid waste collection bylaws. In 2013, Bylaw 1937 describes collection limits as follows:

*Yard waste may be in a can without a lid weighing a maximum of 22 kg, in compostable paper bags weighing a maximum of 22 kg, or in bundles, weighing a maximum of 22kg, to a maximum of three such containers, bags or bundles. Each bundle of tree prunings must be three inches in diameter or less and three feet long.*

### **7.4 COLLECTION CONTAINERS**

Residents MUST use of kraft paper biodegradable bags or biodegradable string. No plastic bags shall be collected.

## **8. FOOD SCRAPS (ORGANICS) COLLECTION**

### **8.1 COLLECTION AREA**

The Contractor will collect organic kitchen scraps from green bins from residents from throughout the service area on a weekly basis.

### **8.2 TYPES OF MATERIALS**

The Contractor will work with the RDKB and the City of Grand Forks to ensure that the following materials are collected in the Curbside Food Scraps Collection program:

- Baked goods, breads, cookies
- Eggs & Egg shells
- Cheese rinds & moldy cheese
- seafood shells
- Leftover candy and snacks
- fruit pits, seeds, etc.
- Muffin/cupcake papers
- seed/nut shells
- Coffee, including filters
- facial tissue
- Tea bags or loose tea
- paper towels
- Fish bones, skins, guts
- Soiled, waxed or oily (vegetable) paper
- Meat, bones, skin, fat
- Rotten fruits & vegetables
- Biodegradable paper
- Clamshells, clamshells, containers, pizza boxes
- Rinds and Peelings
- Wet Newspapers
- Leftover rice & pasta
- Houseplants, including soil
- Disposable diapers, (contained in a paper bag)
- Kitty litter, (contained in a paper bag)
- Animal waste (contained in a paper bag)
- Hamster & bird cage liner waste (contained in a paper bag)

### **8.3 COLLECTION BINS**

The Contractor will collect organic materials from residents who have place the appropriate materials in American National Standards Institute compliant 'Green Bins' or kitchen buckets approved by the Regional District.

The Contractor must have semi-automated collection vehicles which are able to collect the container regardless of the weight.

## **9. RECORD KEEPING AND REPORTING REQUIREMENTS**

### **9.1 RECORD KEEPING**

The Contractor will be required to gather and store the following information:

- the daily weights of the different materials collected,
- accurate residential and business participation rates,
- revenue and balances of container and bag inventories,
- phone logs of complaints and questions regarding the Service
- Kilometers driven and fuel consumption used in the performance of the Work

### **9.2 MATERIALS WEIGHTS**

All Residuals, Organics and Yard & Garden Waste collected shall be weighed by type and identified by route.

Records of such weights and material types shall be provided by the Contractor to the Regional District on monthly report sheets and totaled for the annual report.

### **9.3 REPORTING**

Within five (5) working days after the last day of each month, the Contractor shall submit to the Director a monthly project report to include at least the following:

- Summaries of weights for all Organic Material, Yard & Garden Waste and Residual Waste collected.
- A summary of the customer service telephone log.
- A Year-to-date summary of the monthly reports
- A list of notable or repeat 'refused service' incidents
- Minutes of monthly or incidental 'tail-gate' or safety meetings
- Photos and locations of any damaged bins (wildlife/vehicles)

### **9.4 ANNUAL REPORTS**

Within sixty (60) calendar days of the last day of the calendar year, the Contractor shall submit an annual report which includes, at least, the following:

- A summary of all the information included in the monthly reports listed in 6.4
- A summary of total distance traveled and fuel used by all the vehicles and all other equipment used in the performance of this Contract.

### **9.5 ANNIVERSARY DATE REPORTS**

On the anniversary date of the commencement of the Contract, the Contractor shall provide the following information:

- A list of all Collection Vehicles and equipment used in the performance of the contract
- Demonstrated Proof of an updated and current Performance Bond.



- Demonstrated Proof of compliance with the Contract Requirements for vehicle and liability insurance coverage
- Demonstrated Proof that the Contractor is in good standing with WorkSafe BC.

#### **9.6 INCIDENT REPORTS**

The Contractor must disclose, investigate and provide a timely written report on any incident which occurs during the performance of the Work, which involves:

- Property damage either to the contractor's equipment, private property or public infrastructure in excess of \$5,000
- Death, dismemberment or injury to any worker employed in performing 'the Work' which causes the worker to lose a day of work or more.
- Death, dismemberment or injury to a Third Party who was deliberately or inadvertently interacting with the Work.

The report must include results of investigations by Work Safe BC, law enforcement authorities and insurance companies.

Accidents or damage occurring to Collection Vehicles or Equipment which could adversely affect the performance of the Contract shall be reported to the Contract Manager within 24 hours of occurrence.

Any Incidents which may adversely impact on the public's perception of the Service or become a matter of legal interest must be reported, in writing, to the Regional District.

The Regional District may at any time, for any reason, investigate an incident or practice of the Contractor. The Contractor must, upon request, fully disclose all events, records, documents, photos or decisions made in the performance of the Work. The Contractor will cooperate fully with the RDKB or any law enforcement organization or regulator as is required by law and make available any personnel who may have information of interest to the RDKB.

## **10. COLLECTION**

### **10.1 PICKUP SCHEDULE**

Curbside Collection shall be performed in strict compliance with this agreement. Curbside Collection shall begin after 8:00 a.m. and is to be complete by 6:00 p.m. on a designated pick-up day.

### **10.2 CONTAINER LOCATIONS**

The Contractor will make Collections on all public streets and highways, and will, with the permission of the landowner, make Collections on private streets, private property and lane locations to provide Collection Services to Residential Premises within the Collection Area as approved by the Regional District.

### **10.3 PROFESSIONAL CONDUCT**

The Contractor will:

- Immediately retrieve all materials for collection which are dropped or blown about by the wind including any debris or liquid which falls from a Collection Vehicle;
- Return each Container in a neat and orderly manner at the original Container Location after performing Collections; and
- It is expected that there will be normal wear and tear on containers provided by Residents. Care must be exercised by Collection Drivers to ensure that these Containers are not abused. Collection Containers, either supplied by the Resident, the City of Grand Forks or by the Regional District must be replaced if damaged by the Contractor or Employee through neglect or negligence.

### **10.4 NON-COMPLIANCE NOTICES**

Any items that have been deemed to not be part of the collection program must be left in a neat and orderly manner with a Regional District-provided 'non-compliance' note describing why the item(s) were not collected.

When items are left uncollected, the following provisions will apply:

- The Contractor will advise Residents by written or verbal notice of the requirements for Collections, including advising on matters such as Container Locations, Container specifications, acceptable Collection Materials and segregation of materials (the "Collection Requirements");
- If the Contractor cannot perform Collections because of non-compliance with any of the Collection Requirements, the Contractor will leave a notice, tag or sticker placed on the Container identifying the nature of the noncompliance (the "Notice of Non-Compliance");
- Notices of Non-Compliance for the Resident will be provided to the Contractor by the Regional District and will include both the Regional District and the Contractor's contact information;

- The Notice of Non-Compliance will courteously state that the specific materials were left behind because they were not compliant, and explain how to achieve compliance.

#### **10.5 TRANSPORTATION COSTS**

The Contractor will bear all costs of transportation of Collection Materials to the Approved Disposal Site.

#### **10.6 COLLECTION AREA**

The Collection Area and Current Route maps are attached as Appendix 1.

The Contractor will work with the Regional District to identify eligible residents who are not receiving service and will work with the Regional District to expand the service.

#### **10.7 WEATHER AND STREET MAINTENANCE**

The Contractor shall collect Materials for Collection under all weather conditions, save and except floods, exceptionally heavy snowfalls, or conditions amounting to an Act of God which prevents collection. Even in such exceptional cases the Contractor shall carry out the Collection Services in areas or parts of areas in which collection can be made and ensure missed residents are serviced as soon as is reasonably possible.

Service shall be disrupted or discontinued only with the permission of the Manager and shall be resumed as quickly as possible, or as stipulated by the Director.

The Regional District shall not be responsible for towing charges or damage to Collection Vehicles occasioned by the condition of highways, roads, streets or lanes within the Regional District.

All employees of the Contractor have the right to refuse 'unsafe work' as defined by Work Safe BC regulations. This does not excuse the Contractor from completing the Work as scheduled.

#### **10.8 MISSED COLLECTIONS**

The Contractor will record all notices of Missed Collections, whether by phone or otherwise, in the Complaint Logbook.

The following provisions apply to Missed Collections:

- If a resident, the Regional District or any other source notifies the Contractor that a Container was missed during collections, unless the container was tagged with a Notice of Non-Compliance, the Contractor will promptly retrieve the Missed Collections as provided in this section without any additional cost to the Regional District;
- If notice of the Missed Collections is received before 3:00 p.m. on a weekday, the Contractor will retrieve the Missed Collections on the same day that notice is received;

- If notice of the Missed Collections is received after 3:00 p.m. on a weekday, the Contractor will retrieve the Missed Collections by 10:00 a.m. the next day after notice is received;

### **10.9 DISPOSAL OF MATERIAL**

The Contractor shall not deposit Household Organics Waste, Yard & Garden Waste or Residuals in any Disposal Site except with the specific approval of the RDKB, and in accordance with directions from RDKB Staff.

## **11. ROUTES AND SCHEDULES**

### **11.1 ROUTE APPROVAL**

The Contractor will obtain written approval for any changes to the collection routes required to perform the Collection Services from the General Manager of Environmental Services or designate. See Section 4.10

Routes must include all existing Residential Premises locations and must be consistent with the established collection days.

### **11.2 COLLECTION SCHEDULES**

The Regional District regularly communicates with residents about how to participate in waste management services. This includes the production and distribution of a region-wide collection schedule. The Contractor shall work cooperatively to assist the Regional District in creating and funding the production and distribution of all information relating to this service.

Through policies and public educations, the RDBK shall actively encourage residents to participate in the collection service. The Contractor is an important partner in promoting diversion.

### **11.3 DELIVERY OF SCHEDULES**

The Regional District and the Contractor will cooperate on public education throughout the term of the Contract

All information must be distributed to residents at least two weeks prior to the start of the Contract according to a plan approved by the Regional District.

Six weeks' notice shall be given by the Contractor to the Manager prior to any route changes. Revised schedules shall be issued to all affected Residential Premises four weeks prior to implementation

### **11.4 SCHEDULE TO BE MAINTAINED**

There may be considerable variation in the quantity of Collection Materials to be collected from week-to-week or from season-to-season. The Contractor will maintain the Regular Schedule despite such variation, whether by using additional equipment, personnel and overtime or any other means, all at the Contractor's sole cost, as part of the Collection Services.

Where a road or other point has limited access as a result of construction or any other reason, every reasonable effort will be made to perform Collection Services and maintain the Regular Schedule.

#### ***11.5 WEATHER DISRUPTION TO SCHEDULE***

The Contractor will create a Work Safe BC compliant policy on dealing with weather and road disruptions. The policy will ensure that the Work will be accomplished with minimal service disruption. This policy must be approved by the RDKB and must be updated as necessary.

The Contractor must have the equipment necessary to safely perform the Work.

If, as provided in Section 10.7, weather conditions or other circumstances impede Collection Services in part of the Collection Area, Collections will be made in other parts not so affected.

The Contractor will use additional equipment, personnel and overtime or any other means to restore the Regular Schedule and will service the missed areas later the same day and/or on the following day until all missed areas have been collected.

## **12. FACILITIES AND EQUIPMENT**

### **12.1 STORAGE FACILITY**

The Contractor shall provide a facility for storage and maintenance of equipment and vehicles used in the fulfillment of this service contract. The facility must comply with all local, provincial and federal laws including zoning and building permits. Failure to comply with local, provincial or federal laws may constitute a breach of Contract.

### **12.2 COLLECTION VEHICLES**

The Contractor shall at all times provide, maintain and operate a sufficient number of Collection Vehicles, as approved by the Manager, to properly maintain the level of service specified in this agreement.

The Contractor shall be responsible for maintenance, repairs and all other operating costs or requirements of the Collection Vehicles including fuel, licensing, insurance, regular washing, storage, repairs and paint.

The Contractor shall keep all Collection Vehicles used by the Contractor clean at all times.

The Contractor shall be prohibited from displaying signage on any of the Collection Vehicles except as approved by the Regional District.

At least 30 days prior to the Commencement Date of the Contract, the Contractor shall provide documentation to the RDKB of ownership of Collection Vehicles which:

- Are less than five years old at the Commencement Date;
- Have fully enclosed metal bodies mounted on a truck chassis of sufficient capacity and strength to load and unload all Materials for Collection;
- Comply with all federal, provincial and municipal government requirements;
- Are properly constructed and maintained to eliminate the depositing of any material or fluid and mechanical or hydraulic liquids onto the streets;
- Are signed and painted according to direction provided by the Regional District. Signing and painting shall include the logo or name of the Contractor on the door of the vehicle.
- The Collection Vehicles shall also display the telephone number and website URL where Residents may find responses to service questions.
- In the case of vehicles to be used for the collection of different material streams, they should be sufficiently enclosed to prevent loss or spillage of the materials and contain an interchangeable compartment or partition system for the different types of materials collected.

### **13. OPERATIONS AND PERSONNEL**

#### **13.1 CONTRACTORS STAFF**

The Contractor shall, at all times during the term of this Contract, have a local manager charged with the responsibility of supervising the operations of the Contractor and shall maintain a local office at all times and a telephone staffed during all working hours throughout the duration of this contract. The office shall have suitable means of communication at all times with the collection crews.

The Contractor shall employ and make available properly qualified and trained equipment operators, labourers and supervisory staff for the operation of the garbage, food waste and Yard & Garden waste collection Contract.

All employees of the Contractor shall have proper identification in their possession when performing duties related to the Contract, demonstrating that they are carrying out their duties under this agreement and representing the Regional District's solid waste collection program.

#### **13.2 CUSTOMER SERVICE PHONE LINE**

The Contractor shall maintain a telephone line which shall be advertised as a point of contact for residents needing information about the Service.

The Contractor shall provide adequately-trained staff whose duties shall include receiving telephone calls and providing information specific to the Contract during normal working hours.

All calls relating to the Service shall be logged and records sent to the Regional District on a monthly basis.

Calls which pertain to Regional District waste management policies should be referred to Regional District staff.

Calls which pertain to City of Grand Forks policies, staff or bylaws are to be referred to appropriate City staff

## **14. PUBLIC EDUCATION and PUBLIC RELATIONS**

### ***14.1 PUBLIC EDUCATION***

The Contractor acknowledges that its employees, agents and subcontractors will be dealing with the public in carrying out the Collection Services under this agreement and that it is of primary importance to the Regional District that excellent relations with the public be maintained and that all persons under the control of the Contractor conduct themselves in a courteous and respectful manner conducive to good public relations.

The Contractor shall make staff available for public relations training sessions as may be required by the General Manager.

In addition to any promotion undertaken by the Regional District, the Contractor may undertake additional promotion which he feels will benefit the program. Any promotional materials must be approved in writing by the Manager prior to distribution.

The Contractor shall co-operate, to the greatest extent possible, with community groups who involve themselves with waste issues and waste diversion.

The Contractor shall, at his or her own expense, make personnel available to assist the RDKB in public education and awareness activities as required.

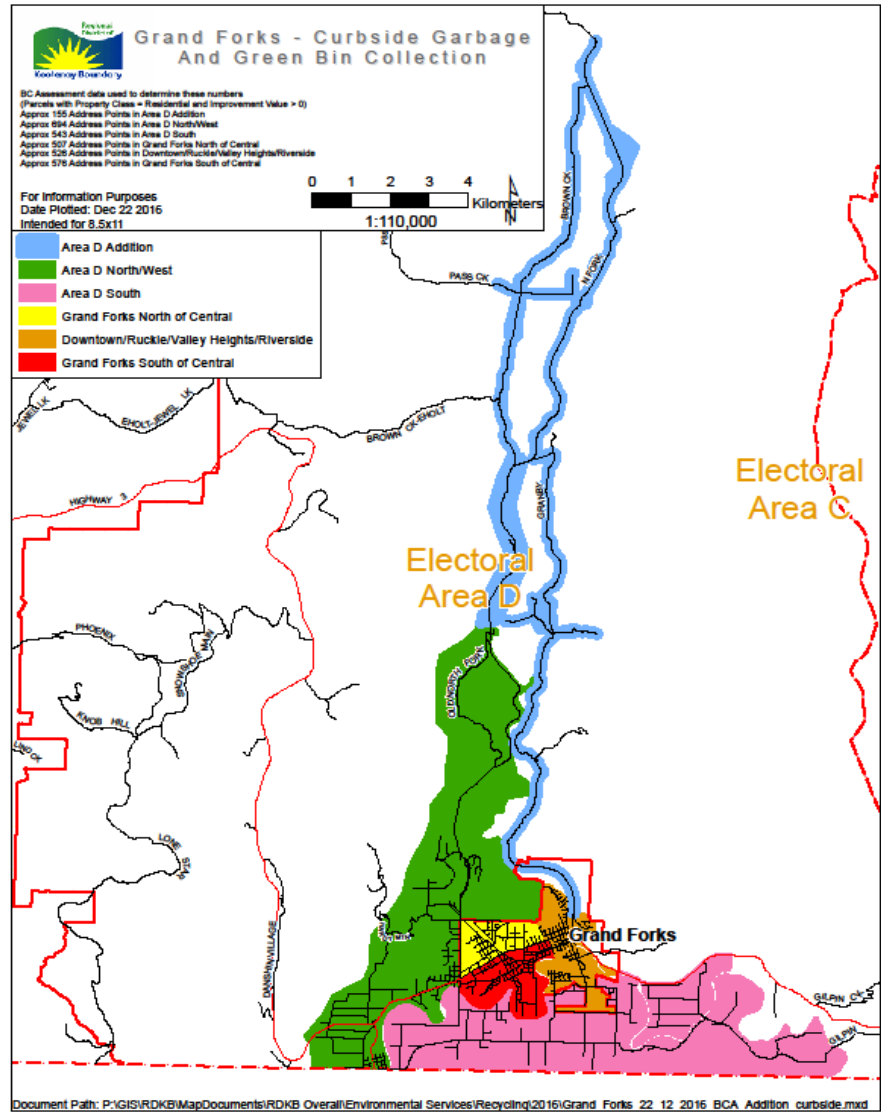
The RDKB shall be responsible for the costs of producing and distributing core education and promotional material. The Contractor will be responsible for costs of public education for route changes initiated by the Contractor.



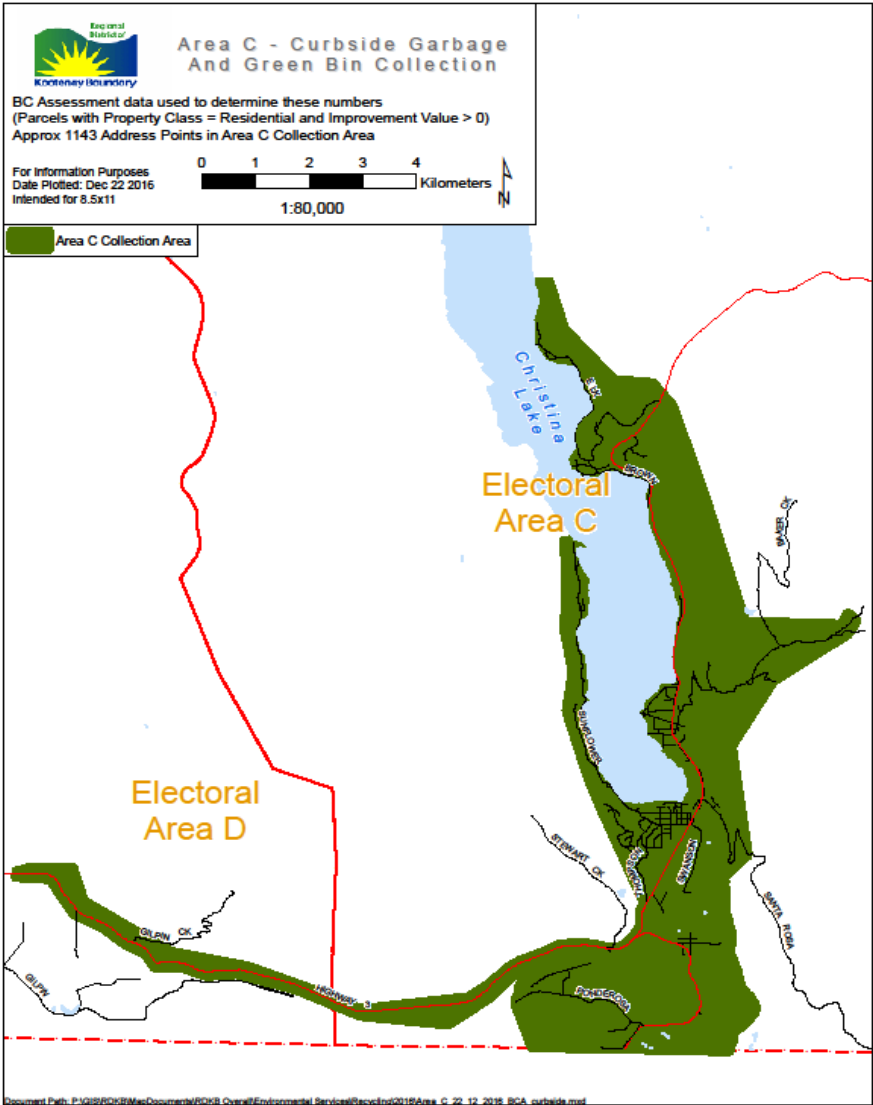
APPENDIX # 1

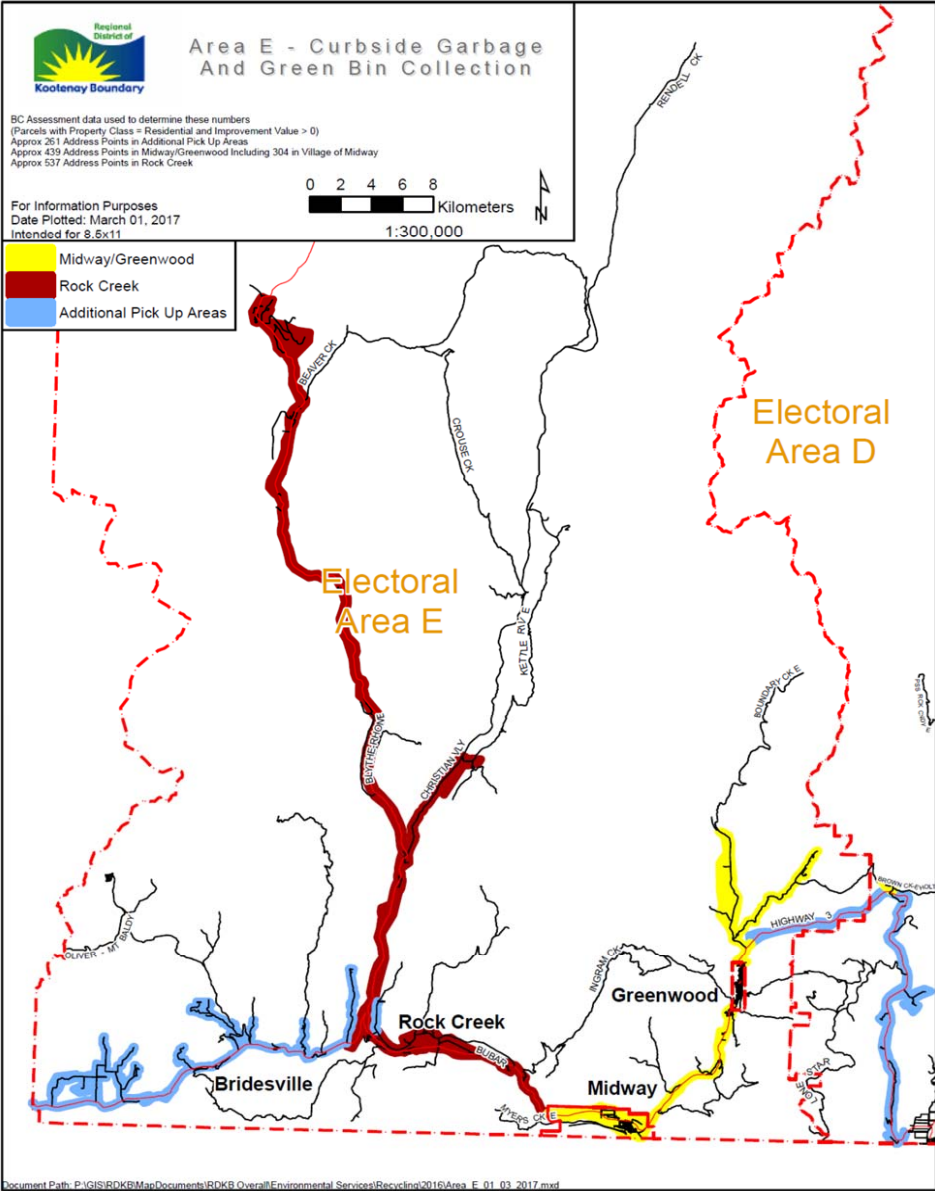
COLLECTION AREA MAPS

Map of Grand Forks and Area D



MAP of Christina Lake (Area C)





**APPENDIX # 2 Grand Forks Bylaw 1937**

**THE CORPORATION OF THE CITY OF GRAND FORKS**

**BYLAW NO. 1798**

**Consolidated for Convenience  
Not Official Version**

**A Bylaw to Regulate the Rates, Conditions and Terms for  
the Collection of Residential Garbage**

**Residential Garbage Regulations and Rates Amendment Bylaw No. 1847,  
2008**

=====

**WHEREAS** in accordance with the *Community Charter*, Council may by bylaw make provisions for regulating the rates, conditions and terms under or upon which garbage collection services may be supplied to and used by the residents of Grand Forks;

**NOW THEREFORE**, the Council of the Corporation of the City of Grand Forks in open meeting assembled, **ENACTS**, as follows:

**Title:**

1. This Bylaw may be cited as the **“Residential Garbage Collection Regulation Bylaw No. 1798, 2006”**.

**Repeal of Existing Bylaw**

2. “Garbage Collection Regulations and Rates Bylaw No. 1600, 2000” and all amendments thereto are hereby repealed.

**Definitions:**

3. In this Bylaw, unless the context otherwise requires:

<i>“Bi-monthly”</i>	<i>means every two month period</i>	Bylaw 1847
<i>“City”</i>	<i>means the City of Grand Forks</i>	
<i>“Garbage”</i>	<i>means household waste generated by operations incidental to the premises, and includes yard waste</i>	
<i>“Garbage Collection Area”</i>	<i>means the area within the boundaries of the City</i>	

"Garbage Collector"	means any person or company who collects garbage within the City.
"Garbage Collection"	means the collection of residential garbage
"Landfill Site"	means the solid waste sanitary landfill site operated by the Regional District of Kootenay Boundary to service the City.
"Mixed Use Premises"	means residential dwelling and commercial use within the same premises.
"Property Owner"	means the registered owner of residential property within the garbage collection area and shall, where applicable, include the executor or administrator of an estate.
"Residential Dwelling"	means - Single Family Dwellings - Duplexes - Triplexes - Rowhouses and Townhouses that are individually owned, are non-strata, and each unit has a driveway with city street access
"Recyclables"	means glass food containers, non-refundable glass beverage containers, metal food containers, aluminum foil and non-refundable aluminum and tin cans; HDPE No. 2 un-coloured plastic, newspapers, corrugated cardboard, mixed waste paper, and any other material which may be designated recyclable by the Regional District of Kootenay Boundary.
"Yard Waste"	means grass, lawn and hedge clippings, grass sod, flowers, weeds, leaves, vegetables, stalks, shrubs and tree branches less than three inches in diameter.

**General Provisions:**

4. All garbage generated from residential premises, as defined in this bylaw, within the garbage collection area, must be disposed of in accordance with the terms of this bylaw.
5. Garbage for pick-up shall not be placed with the garbage of others.

**Provision of Service**

6. Every owner of a residential dwelling, as defined in this bylaw, within the garbage collection area shall use the garbage collection system established by the City.
7. Notwithstanding Section 6, residential dwellings units, consisting of 3 units or less, that are part of a mixed-use premise shall arrange for their own garbage collection service.
8. Household garbage will be collected by the Garbage Collector, on a weekly basis, on the day specified by the Garbage Collector. Yard waste will be collected on the dates specified each year by the Garbage Collector.

**Container Requirements:**

9. Every owner of a residential dwelling unit, as defined in this bylaw, shall provide and maintain in sanitary condition and in good repair, containers to contain all garbage. Each week, the Garbage Collector will pick up the number of containers, weighing a maximum of 22kg each, as outlined in "Schedule A" of this bylaw. Owners or occupiers of residential dwelling units, as defined in this bylaw may purchase "tag-a-bag" tags for all containers in excess of the maximum container limit, outlined in Schedule "A" of this bylaw, and the Garbage Collector will pick up the extra tagged garbage.  
  
Yard waste may be in any combination of cans without lids, clear plastic bags or bundles to a maximum of three such containers. Tree prunings must be three inches in diameter or less and three feet long tied in bundles not exceeding the equivalent of a garbage can.
10. The City or the Garbage Collector, designated by the City, shall not be responsible for the replacement of any containers or lids damaged or lost for any reason whatsoever.
11. Containers must be accessible to the Garbage Collector's pick-up route between the hours of 7:00 a.m. and 7:00 p.m. on the appropriate day of collection. The route may be changed at the discretion of the City.
12. The City may suspend collection service from properties where containers or location or design of pick-up facilities, are unacceptable to the Superintendent of Public Works, but such suspension shall not waive any requirement, or abate or waive any charges or rates under the provisions of this bylaw.

**Prohibited Materials:**

13. The Garbage Collector shall not pick up any explosive, volatile, corrosive materials, dangerous chemicals or any other material which may be dangerous to the health and/or safety of the garbage collection personnel or other members of the public, including but not limited to paint, batteries, or solvents. The Garbage Collector is not obliged to pick up oil, fuel, equipment lubricants, controlled waste, or refundable beverage containers. The Garbage Collector is not obliged to pick up recyclables. The Property Owner is responsible for the disposal of these prohibited materials, which can be disposed of at the following locations:

**Special Waste****Disposal Location**

Paint	Paint Recycling Depot
Lead / Acid Batteries	Designated Area at the Landfill
Oil, Fuel, Equipment Lubricants	Place of purchase will have information of where to dispose

**Recyclables**

Refundable beverage containers	Return to place of purchase for refund Return to the Bottle Depot
Recyclables	Recycling Depot, or pickup at such times as designated by the Regional District of Kootenay Boundary

14. The City reserves the right to refuse or to remove all prohibited material which is not garbage.

**Rates and Charges:**

15. Property owners shall be responsible for payment of all rates for garbage services for properties owned by them.

16. *The user rates and charges specified in Schedule "A" of this bylaw are imposed and levied for residential garbage services supplied by the City. All such rates shall be due and payable on or before the date shown as the DUE DATE on the bi-monthly billing rendered by the City. These rates may also be paid on the City's Tax/Utility Pre-authorized Pre-payment Plan.*

Bylaw 1847

17. *User rates not paid by the DUE DATE shall be subject to a late payment charge of 2% on the working day after the DUE DATE and monthly thereafter.*

Bylaw 1847

Bylaw 1847

18. *Residential garbage user rates shall be invoiced on a bi-monthly basis.*
19. *For any residential garbage service started during a bi-monthly billing period, full user rates for the period will apply.*
20. Due to the fact that the City must maintain the service to all residential properties, the annual fee for garbage service shall be collected for properties which may become vacant for a period of time during the billing year.
21. All rates and charges remaining unpaid on the 31<sup>st</sup> day of December in each year shall be added to and form part of the taxes payable in respect of the land and improvements therein, and shall be entered on the Collector's Roll as taxes in arrears.

**Enforcement:**

22. Any person who violates any provision of this bylaw commits an offence and is liable on conviction to a fine of not more than \$2,000.00.

Read a **FIRST** time this 9<sup>th</sup> day of January, 2006.

Read a **SECOND** time this 9<sup>th</sup> day of January, 2006.

Read a **THIRD** time this 9<sup>th</sup> day of January, 2006.

**FINALLY ADOPTED** this 23<sup>rd</sup> day of January, 2006.

\_\_\_\_\_  
Mayor Neil Krog

\_\_\_\_\_  
J. Lynne Burch, City Clerk



**“Appendix 1”**

**Schedule A**

**SCHEDULE OF RATES AND CHARGES**

Residential Garbage Collection Service	\$10.00 per month (\$20.00 bi-monthly) Per residential dwelling unit as defined in this bylaw
--	---

Residential Garbage Collection Service includes:

- Maximum of one (1) container or bag every second week of garbage as defined in this bylaw.
- Green Bin provided by the City, with food waste recycling material will be collected every week.
- Yard waste collection will be collected 9 times per year

“Tag-A-Bag” tags for bags of garbage in excess Of the one-bag limit every two weeks	6 tags for \$18.00
--	--------------------

**APPENDIX #3**

*Submitted Alpine Response*



Alpine Disposal and Recycling Interior Division Ltd

**BOUNDARY RESIDENTIAL HOUSEHOLD ORGANICS  
DIVERSION SERVICE**

Regional District of Kootenay Boundary  
RFP ES-027-16

Issued on January 3<sup>rd</sup> 2017

Closing Date: 2:00PM, February 7<sup>th</sup>, 2017

Contract Commencement Date: July 1<sup>st</sup> 2017

- CONFIDENTIAL -

Primary Contact for the RFP: Steven Harray  
President & CEO | Alpine Group  
Office: 250-474-5145 [Steve@alpinegroup.ca](mailto:Steve@alpinegroup.ca)

FORM OF PROPOSAL  
ATTACHMENTS (#1 & 4)  
ADDENDUM (#1-2)

**INVITATION TO BID**

**RFP Project Title:**        **Boundary Household Organics  
Diversion Service**

**RFP Reference No.:**        **Grand Forks-Wasteshed  
Invitation to Bid 2017-2022**

**FORM OF PROPOSAL** – Please be sure to include all proposal submission requirements

Attachment 1 - Form of Proposal +

A - Proponent's Experience, Reputation and Resources

B - Proponent's Technical Proposal

C - Proponent's Financial Proposal (see Attachment 3) which may also include proposed formula to calculate Annual Fee Adjustment as per Schedule 2-Payment For Collection Services

D - Proponent's Carbon Neutral Operations

Attachment 2 - Confirmation of Performance

Attachment 3 – Letter of Credit

Attachment 4 – Pricing Schedule Options Sheets

(Return this section as part of Proposal Package)

**ATTACHMENT 1 – FORM OF PROPOSAL**

**Invitation Project Title:** Boundary Household Organics Diversion Service  
**RFP Reference No.:** Grand Forks-Wasteshed Invitation to Bid 2017-2022

**Legal Name of Proponent:** Alpine Disposal and Recycling Interior Division Ltd.

**Contact Person and Title:** Steve Harnhy, President

**Business Address:** BC-22A, Trail, BC V1R 4X7

**Telephone:** 250-367-0099

**Fax:** 250-478-6131

**E-Mail Address:** Steve@alpinegroup.ca

Send Completed Invitation package to: Tim Dueck,  
Regional District of Kootenay Boundary  
202-843 Rossland Ave.  
Trail, B.C. V1R 4S8

1.0 I/We, the undersigned duly authorized representative of the Proponent, having received and carefully reviewed the Invitation to Bid and any addenda transmitted by email, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions attendant to performing the Collection Services, submit this Proposal in response to the Invitation.

2.0 I/We confirm that I/we agree to all terms of the Invitation, including without limitation Section 5.3 (No Claims).

3.0 I/We confirm that this proposal is accurate and true to best of my/our knowledge. This Proposal is submitted this 5 day of February, 2017.

I/We have the authority to bind the Proponent to statements made in this Invitation.

Alpine Disposal and Recycling Interior Division Ltd.  
(Name of Proponent)

  
(Signature of Authorized Signatory)

Steve Harrhy, President  
(Print Name and Position of Authorized Signatory)

**ATTACHMENT 4 – PRICING SCHEDULE 'A'**

The Proponent may use this SAMPLE chart for submitting a price breakdown for this Contract.

The Chart below outlines the number of units and proposed unit price for the first full year of the 5-year Contract. Proponents are invited to describe any variations in pricing for subsequent years.

Note: All unit numbers, except the City of Grand Forks, are based on the number of properties which have improvements according to BC Assessment. Collection numbers may be adjusted annually to reflect any service changes.

<b>Organics (Weekly) and Residuals (Bi-weekly) Collection</b>			
Service	Unit Price	Units	Extension
City of Grand Forks residential units	75.77	1609	121,913.93
Area C	75.77	1143	86,605.11
Area D	75.77	1392	105,471.84
Area E (including Midway and Greenwood)	78.97	1394	110,084.18
* Proposed Area E addition (Bridesville)	78.97	261	20,611.17
		<b>5799</b>	<b>444,686.23</b>
<b>* YARD &amp; GARDEN (Summer Monthly, March - November)</b>			
Service	Unit Price	Units	Extension
* Grand Forks homes	28.35	1609	45,615.15
* Greenwood homes	28.35	408	11,566.80
* Midway homes	28.35	304	8,618.40
<b>Total</b>	<b>28.35</b>	<b>2321</b>	<b>65,800.35</b>

\* This Work may or may not be included in the final Contract.

The Work will also include the coordination and delivery of green bins to residents who have not previously had the service. The Contractor will supply all labour and vehicles necessary to deliver:

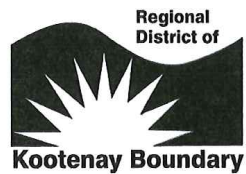
- \* a kitchen bucket
- \* a Green Bin
- \* Program information as supplied by the RDKB.

Cost to the RDKB for the work of delivering green bins and information to the following areas:

1394 homes in Area E 14,609.12

261 homes - proposed addition in Area E 2,735.28

155 homes – addition in Area D 1,608.90



ADDENDUM #1  
January 20, 2017

Proposals will be accepted at:  
Regional District of Kootenay Boundary  
Reception Desk – Front Counter  
202 – 843 Rossland Ave.  
Trail, BC  
V1R 4S8

Issued on January 3, 2017  
Closing Date: 2pm, February 7<sup>th</sup>, 2017  
Contract commencement date: July 1<sup>st</sup>, 2017

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## **Boundary Residential Household Organics Diversion Service**

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- \* City of Grand Forks
- \* Electoral Area C  
(Christina Lake)
- \* Electoral Area D  
(Rural Grand Forks)
- \* Electoral Area E  
(West Boundary)

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Regional District of  
Kootenay Boundary

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**Addendum #1**

1) This section will describe a template for monthly and annual reporting.

1-Jul-17	Garbage	Hholds	Y & G	Hholds	Green Bin	Hholds	TOTALS	Average HH	Fuel
	mt.		mt.		mt.		mt.	mt.	Liters
GF N/C	5.06	681	1.80	520	6.54	380			166
GF S/C	3.44	860	2.10	481	6.30	420			241
GF R-VH-Dntwn	5.51	635	1.60	380	4.96	400			170
<b>W Boundary</b>									
Area D North	2.24	239			5.07	588			357
Area D South	0.90	101			4.56	329			458
Christina Lake	2.97	244			6.53	772			731
GF-D-C TOTALS	20.12	480	5.50	460	31.96	481			2,123
<b>W Boundary</b>									
Eholt - Midway E	3.10	280			3.80				178
Murray R West - Carr	4.20	300			4.10				326
W Boundary TOTALS	7.30	290	0.00	0	7.90	0			504
	mt.	Hholds	mt.	Hholds	mt.	Hholds	mt.	mt.	liters
GRAND TOTAL	27.42	750	0.00	460	41.96	481	0.00	0.00	2,627

Note: The successful proponent will weigh each material type collected on each route and keep this material distinct from any other material type or routes. The proponent will use the scales at the West Boundary Landfill for garbage and the Grand Forks Landfill for Organic Material unless otherwise authorized.

The number of households participating in the collection service will be tracked per material type.

The monthly number reported will be an average of the four (or two) collection routes per month.

The monthly report shall be an emailed one-page Excel spreadsheet. Each month shall be represented on a separate table with a Year-to-date running total as the final linked table.

**2) This section will define the concept of 'garbage' or residuals and the contamination threshold level for denying service.**

The successful proponent will deny collection service and not collect green bins or garbage containers which contain the presence of another material: recyclables, organics or hazardous materials or are contained in incorrect container types. The level of contamination which triggers this denial of service shall be established by the RDKB according to RDKB bylaws. The *Solid Waste Management Facilities Bylaw #1605* defines contamination as 'loads containing greater than 10% recyclable materials will be deemed to be contaminated...'.  
Materials banned from disposal at RDKB landfills are those identified in the BC *Environmental Management Act*, the *Weed Control Regulation* and/or which are described in the *Recycling Regulation* as the regulated responsibility of a Stewardship Plan or identified in the RDKB *Solid Waste Management Facilities Bylaw* as recyclable. This includes, but is not limited to: construction and demolition debris, metal items and organic materials.

**3) This section will further define house counts.**

The house counts listed in Attachment 4 – Pricing Schedule 'A' are provided for planning purposes only. These represent the best guess of the density service levels for each area. The house count number will not change throughout the term of the contract unless the contractor is directed to expand the service area. Many properties will not participate in the curbside service and the contractor will neither be financially penalized nor rewarded for this. The number provided includes all residential properties but does not make a distinction between single-family dwellings, illegal suites, and apartments. Again, some properties will choose to participate and some will not. It is expected that the contractor will acknowledge that some properties will require different levels of service than others and incorporate this distinction into the pricing regime.

The contractor is further encouraged to provide an additional price for providing enhanced service for invalids. The RDKB will be administering and updating this list and the contractor is simply required to perform the steps necessary to provide the service.

**Addendum #1**

- 1) This section will clarify the requirement for a bid bond.

Proponents are required to submit a bid bond of \$5,000 as per *Section 3.3 Bid Bond*.

*Forms Attachment 2 – Confirmation of Performance Security, and Attachment 3 – Letter of Credit* provided on pages 23 – 25 pertain to a performance bond which will be required only by the successful proponent.



D.B.A. Alpine Disposal and Recycling Interior Division Ltd.

**BOUNDARY RESIDENTIAL HOUSEHOLD ORGANICS  
DIVERSION SERVICE**

Regional District of Kootenay Boundary

**RFP Reference No: Grand Forks-Watershed RFP 2017-2022**

Issued on January 3<sup>rd</sup>, 2017

Closing Date: 2:00PM, February 7<sup>th</sup>, 2017

Contract Commencement Date: July 1<sup>st</sup>, 2017

- CONFIDENTIAL -

**Primary Contact for the RFP: Steven Harray**  
**President & CEO | Alpine Group**  
Office: 250-474-5145 [Steve@alpinegroup.ca](mailto:Steve@alpinegroup.ca)



February 3, 2017  
 Engineering Services  
 Regional District of Kootenay Boundary  
 202 – 843 Rossland Ave.  
 Trail, B.C. V1R 4S8

To: Grand Forks-Watershed RFP 2017-2022

**RE: Boundary Household Organics Diversion Program**

I am writing to provide input on the benefits of Alpine Disposal and Recycling Interior Division assisting the RDKB in achieving a dependable collection partnership in the Boundary area. Alpine Disposal and Recycling Interior Ltd., has recently purchased the assets of Kettle Valley Waste Ltd. (KVW) As you are aware, KVW has more than 30 years of waste collection service in the Boundary and has held significant Contracts with the RDKB for more than 20 years. In the preparation of this proposal we have had the 100% enthusiastic participation of both the Owner and Manager of KVW Ltd. We believe that their contribution will give our proposal a high degree of local knowledge regarding the most energy efficient routing, a deep understanding of successful customer relationships in this area, an intimate knowledge of the RDKB reporting needs, and an experienced-based comfort with rolling out new services in the Boundary Area in collaboration with the RDKB. The alliance between Alpine Disposal and KVW and the RDKB will build on the successes of the past and contribute to the professional level of collection service for the region in the years to come.

Summary of Alpine Disposal and Recycling Ltd proposal:

1. *One of the largest BC owned integrated solid waste and recycling service providers*
2. *Combined 150 years of transportation experience in our senior staff group*
3. *Providing over 30,000 residential homes annually with multi-stream waste collection in BC*
4. *Consistent strategy focused on ensuring a successful collection system*
5. *Well-equipped transportation company with extensive assets, infrastructure and expertise*
6. *An unrelenting focus on safety and efficiency in operating our collection vehicles*



the Boundary region of the RDKB. We appreciate your consideration, and will successfully manage your service requirements with the highest level of service in the industry.

Sincerely,

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

Steve Harby  
President & CEO  
Alpine Disposal and Recycling



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## EXECUTIVE SUMMARY

Alpine Disposal and Recycling, doing business as The Alpine Group, is a privately owned Canadian company founded in 1983 and based in Victoria, BC. Alpine has provided a comprehensive range of waste and recycling solutions to the residential, commercial, industrial, and government sectors for over thirty (30) years.

The company currently offers households across BC residential waste, organics, and curbside blue box collection programs. In addition, Alpine provides front-load, side-load, rear-load, and roll-off services to over 6,000 commercial, strata, and industrial customers. Alpine operates four transfer stations and recycling depots for the diversion of recyclable materials, and disposal of waste. These facilities accept a wide range of products, including but not limited to, construction & demolition materials, organics, drywall, mattresses, furniture, yard waste, beverage containers, tires, metal, cardboard, paper, glass, and tin. All the material received at an Alpine facility is transported by our sizeable tractor trailer fleet with fifteen tractors and seventeen walking floor trailers. Furthermore, Alpine manages three Regional District landfills in B.C., operating all heavy equipment on site and performing all other required operational duties for an effective landfill.

Alpine Group, today, proudly employs over 200 committed personnel and maintains five strategically located offices throughout BC to serve our customer requirements. The main office, located in Langford, B.C., serves Vancouver Island. Alpine Disposal Interior Division has an office in Trail, B.C. For the purposes of this Contract, we will maintain a Manager's office in Grand Forks.

Alpine believes in being a valued, contributing member of the communities where we operate, engaging with residents, stakeholders, and businesses to create a great place to live and work. By cultivating strong community relationships, we strengthen and assist in the success of our communities.



For further details about our Company, please visit: [Alpinegroup.ca](http://Alpinegroup.ca)





## PROPOSAL SUMMARY

It is our intention to provide a seamless transition from the present level of waste collection service to the expanded RDKB vision for waste diversion in the Boundary. Residents should experience no disruptions or interruption of the service they have grown used to. We are familiar with all routes, streets, alleyways, and the difficult to service areas that characterize the Boundary Area. Both Alpine and KVV have an impeccable record of route completion regardless of environmental, mechanical, or personnel challenges. We are highly experienced in areas with a large rural component and extended distances between collection points. Seasonal weather changes and difficult terrain provide challenges that our staff have met and dealt with routinely and with consistent reliability.

Both the RDKB Invitation to Bid and the MMBC Request for Proposals make explicit expectation that routes, personnel, and equipment should be dedicated to the work of the respective Contracts. Both the RDKB and MMBC are very concerned to maximize waste stream purity in the collection system. We can see that there have been certain efficiencies in the weekly organics collection/bi-weekly co-mingled recycling collection and residual waste collection pattern that has been used during the last 6 years.

There have been continuing challenges of stream contamination inherent in this collection pattern. In this 2017 Proposal, rather than compromise stream purity, we will seek greenhouse gas (GHG) efficiency through the quality of the equipment we employ and the creation of the most efficient routing. It is our intention to introduce the first CNG fuel powered vehicle into our fleet. This is a significant first step in modernizing the waste collection fleet in the RDKB. All our other vehicles dedicated to the work of this Contract meet current emission control standards.

In this Proposal, we will offer routes, personnel and equipment that are dedicated, from week to week, to picking up organics and residual garbage. Weekly organics collection has been very popular and key to the success of the program. No one wants the "stinky stuff" hanging around longer than a week. Because there are no cost savings to be gained by offering weekly organics collection and bi-weekly residual waste collection, what we will suggest is weekly organics and residual waste collection. The same truck covers the same ground regardless. To limit householders to putting out residual waste only every 2<sup>nd</sup> week may seem arbitrary and probably would cause resentment. We wish to offer householders maximum opportunity to properly sort and separate from week to week and it provides the route drivers the maximum opportunity to monitor the streams as they are presented.



We will notify all affected residents by direct mail at least once between the stipulated two (2) and six (6) week window prior to any new collection schedule taking effect. We anticipate that route and scheduling changes will be minimal. The service extension up the Granby Road and down the North Fork Road will be provided on the same day as the rest of Area D North/West. The extensions to Sleepy Hollow, Danchin Village Road and Son Ranch Road will be included in the present Area E Eholt Greenwood route. The introduction of service to the Bridesville/Sidley Mountain areas will trigger a 3<sup>rd</sup> West Boundary route that will include some households that are presently served on Thursday and, therefore the route day for those households will change. For the convenience of our customers we plan to coordinate the collection of MMBC recycling materials so that, every second week, householders will put out their recycling on the same day as their RDKB organics and residual waste is put out.

One issue that we will wish to clarify, in the matter of routing, concerns keeping separated collection data. We understand that it may be important for the RDKB to keep track of how much material is collected each week from distinct areas such as Grand Forks, Area C, Area D, etc. Efficient routing may dictate that, for example, Greenwood material might be collected on the same route day as Anaconda, Eholt, Son Ranch, etc. We might propose to make use of separated tally counters in the truck so that Greenwood house count data could be kept separate from the other areas and we could generate a Greenwood tonnage calculation for each stream from the house count number multiplied by the average per household weight of material. This is a detail we can work out collaboratively with the RDKB.

Our trucks will complete the daily scheduled route and dump once a day at the RDKB Grand Forks landfill. The chassis design is such that materials are loaded into a divided hopper and then hydraulically pushed into the divided body. This is to facilitate the organics and waste collection in the same vehicle, lowering our GHG impact.

Depositing materials at the RDKB landfill is achieved by raising the body and tipping the material through the open rear doors into the tipping area. Separation of streams is achieved by separate compartment doors that can be opened independently of each other to release materials.

We will maintain the same system of solid waste reporting that has worked for the RDKB for the past 6 years. Our pattern of professional, collaborative problem solving will continue to serve us well when the need for change is identified.



Our proposal focuses on weekly organics and residual waste collection in:

- City of Grand Forks
- Electoral Area C (Christina Lake)
- Electoral Area D (Rural Grand Forks: service area slightly expanded)
- Electoral Area E (west Boundary including the City of Greenwood and the Village of Midway)
- The Bridesville/Sidley Mountain area of Area E

We have included a price for Yard and Garden Waste collection in our Proposal. This has been a successful program for the City of Grand Forks in the Contract ending June 30, 2017. Householder compliance with the expectations of this program has improved dramatically. It seems like a popular service and may be desirable in Greenwood and Midway as the RDKB has tentatively proposed. Even though the two new collection areas of Greenwood and Midway are concentrated, the material, once collected, must be transported a considerable distance back to Grand Forks. Our price has been weighted accordingly. The challenge of data separation for Greenwood and Midway can be handled with distinct tally counters for each City and using a per household average weight.

#### **CUSTOMER SERVICE PROPOSAL**

Our Interior head office is located in Trail, B.C. Office hours are Monday – Friday 8:00 am - 4:30 pm. All our customers in the Boundary area will have toll-free telephone access to our Boundary Manager during business hours. Email inquiries are monitored 24 hours a day, seven days a week. It is essential that when a Boundary customer calls with question or concern, he/she will be directly connected to a person who can help them.

Our customer service representatives are trained to handle telephone calls from all areas we service. Our calls are routed on our telephone system to display the area the caller is calling from. All customer service staff are trained to confirm the area the customer is calling from during the introduction of the telephone inquiry. All customer service agents have access to the company database to view the customer account details in real time to provide the best quality of service immediately.

Company policy is to answer every incoming telephone call before the third ring. If the agent is unable to resolve the customer inquiry, they are to direct the call to our Boundary Manager. Our office manager reviews call logs received by each customer service agent and monitors calls as they come in. The customer service agent can



transfer a call to a manager should one be required. Customer service has always been of high priority in our 35 years in business. This has also been true during the KVV era in the Boundary and we are pleased to have been able to hire the KVV team to maintain that customer focus.

Alpine will maintain an active log recording all customer enquires or complaints received at the business office. All complaints will be resolved. A confirmed resolution is recorded with dates, times and the action taken along with the customer/resident information.

We plan to work collaboratively with the residents, and the Regional District to continue to develop the local collection programs. Will continue to educate, and assist to motivate the users to separate materials responsibly.

With the successful award of this RFP, we will continuously evaluate the effectiveness of our communication plan, using established benchmarks in tonnages, contamination rates, and ensuring we build positive relationships with the residents and Regional District.

We have a 5-principle plan to follow to ensure we provide a positive customer experience with Alpine.

1. Service Review - We will continue to address how we service our customer and continue to look for operating efficiencies.
2. Speed - We believe customers shouldn't be kept waiting on hold, so we have an established and efficient call center to handle inquiries.
3. Communication - Helping local residences see that recycling and organics diversion does matter, and that these materials they recycle are handled responsibly.
4. Follow up - Customers will know that when they call their concerns will be appropriately addressed. If a follow up is necessary, we promise that it will happen.





5. Retention - We promote that recycling and organics diversion become habits in Boundary households. Alpine will help the RDKB and MMBC realize their participation goals. Our integration of KVV's intimate and detailed local knowledge promises the RDKB and MMBC their best opportunity to seamlessly expand waste and recycling collection services in the Boundary Region. In our responses to both the RDKB invitation to Bid and the MMBC RFP, we have consciously made the case that the interests of both organizations are best served with a single Contractor fulfilling both contracts.

#### IMPLEMENTATION AND PUBLIC INFORMATION

With our existing company infrastructure and the recent acquisition of KVV staff and management, Alpine Disposal is well and solidly organized to collaborate with the RDKB to realize its expanded waste diversion goals over the next five to ten years. Now, with the expansion of MMBC's direct stewardship of recycling material in the West Boundary, we are well positioned to collaborate with the RDKB and MMBC to achieve their respective waste diversion goals. We have a depth of personnel and equipment and tested operational systems that have proven themselves in other Contracts in several other jurisdictions.

We are prepared to bring on extra personnel should it be required to meet the start date of July 1<sup>st</sup>, 2017. Alpine Disposal has worked cooperatively with the RDKB and other regional districts of its size to organize and educate residents to recognize the benefits of curbside separation of recyclables and waste.

Each of our vehicles is clearly marked with the company name and logo. Each vehicle displays a dedicated toll-free phone number to call with enquiries or to report information regarding spills, leaks, or driving issues. Each vehicle is equipped with a spill-kit, and our staff is trained to deal with spills and/or environmental concerns promptly and efficiently.

All our vehicles are equipped with a broom and dust pan, as we understand curbside collection has the possibility to create small debris spills. Our drivers are trained to take care of these spills immediately. If our driver see a mess underneath, or around the bins they are instructed to clean the small debris before leaving any residence or collection address.



We continuously monitor volumes to increase operational efficiencies and cost effectiveness. If there is a continuous service level that is higher or lower than required, our team will contact the RDKB to discuss how this should be addressed.

For those residents, who are identified as disabled and unable to bring the materials to the curb on collection day we will service these residents with house calls at no charge. Generally, this has happened in an informal way as householders become familiar with the driver and feel comfortable to make their needs known to the driver. Of course, our telephone staff are happy to assist a customer to make a request for special assistance.

Alpine Disposal will assign Cynthia Howard to work with the RDKB to most efficiently distribute the approximately 1600-1800 green bins to households in Greenwood, Midway, rural Area E, and possibly, the Bridesville/Sidley Mountain area. We propose to model this distribution project on the Area C and Area D distributions which Ms. Howard, with Mr. Dueck, oversaw.

Once the decision has been made about exactly which households will be receiving the green bins, the RDKB will deliver the bins to one or two conveniently located staging areas. Ms. Howard will hire an effective number of fit, energetic and personable workers who will be available for an intense few days. Every effort will be made to hire folks for this delivery blitz from the Greenwood, Midway, Area E part of the RDKB. They will be trained to a script of answers to common questions about the Green Waste diversion program and will deliver the green bins personally to as many of the homeowners as possible. Some of the delivery staff will have been hired as owner-operators of pickup trucks.

Each team of two (2) will head out in the morning with a supply of bins and a specific assignment of part of the territory to be covered that day. For safety reasons and to keep spirits energetic and positive, bins will only be delivered by teams of 2 visiting each household. Alpine will have a larger truck that will shuttle bins from the staging area to the various teams throughout the delivery day. The serial number of each bin will be recorded as it is delivered to each specific address. This record will be the property of the RDKB. A personal conversation with each householder is most desirable but, where no one is home on the delivery day, all written educational material provided by the RDKB will be left with the bin at the property with an invitation to the homeowner to phone for further information and clarification of concerns. This delivery process should be accomplished over a two-week period a short while before the first day of collection service.



## COLLECTION VEHICLES

We are proposing to introduce our CNG fueled 2015 Freightliner split body for organics and waste collection in the area to promote further reduction in GHG. The diesel vehicles listed meet current California emission standards, are in excellent condition, and have proven effective in performing the present RDKB Contracts.

### Current Vehicles Suitable for Curbside Collection:

1. 2015 Freightliner Tandem Axle  
C/w Labrie Expert vertical split, 29 cubic yard side load  
Fuel: CNG
2. 2014 Freightliner C/W RP 235  
Haul-All split body  
Fuel: Diesel

### Back-up Support Vehicle Suitable for Curbside Collection:

3. 2011 International C/W Labrie Expert  
31 Cubic yard, co-mingle vertical split  
Fuel: Diesel

## TRAINING

Staff training programs largely falls into two broad categories: product, customer support, technical training, and health and safety including equipment operations.

Our company has an unrelenting focus on safety and efficiency in operating our collection vehicles. To ensure we continue this all employees must read and understand the operation and maintenance manual for all equipment they will be operating, as well pass a comprehensive road test. Until our employees have successfully demonstrated safe operation, pre-trip inspections, and machine maintenance, while under the direct supervision of a manager, they cannot operate on their own.



We will continue to schedule and report our monthly safety meetings with our staff group.

All Alpine employees will maintain, in the best interest of the RDKB and Alpine Group, a respectful, courteous, and professional manner conducive to excellent public relations. When a customer reports that he/she has been missed, we take the information and, either, swing back to pick it up later in the route day, or, early on the next day. We strive to have the customer feel attended to and the driver feel positively acknowledged. In the event of a "miss" or "late-set-out" in a very rural or isolated corner of a route, we have an excellent experience of being able to find a solution that reassures and satisfies the customer. 99.9% of the time we go away from the missed material with everyone feeling satisfied and cordially treated.

#### **BUSINESS CONTINUITY PLAN**

Activation of this plan is the responsibility of: Steve Harrhy or a designate if not available. The designate is: Cynthia Howard

This Plan was last tested on January 19<sup>th</sup>, 2017 and reviewed by our Victoria operations manager Raymond McCulloch.

#### **Plan Distribution List**

Listing of who has a copy of the Plan and where each copy is held:

Plan Copy #	Name	Location
1	Steve Harrhy	1045 Dunford Ave, Victoria
2	Cynthia Howard	8058 Donaldson Rd, Grand Forks
3	Nicole Audia	9370 Hwy22A, Trail
4	Raymond McCulloch	1045 Dunford Ave, Victoria
5	Stewart Young Jr	1045 Dunford Ave, Victoria





1. Staff Contact List
2. Key Staff – Roles & Responsibilities
3. Recovery Action Plan
  - a. In the first hour
  - b. In the first 24 hours
  - c. In the first 48 hours
  - d. Within the first week
  - e. Long term recovery
4. Business Contact List
5. Other Useful Telephone Numbers
6. Insurance Details
7. Back-up Information/Equipment
8. Key Equipment Requirements
9. Initial Recovery Log
10. Other Notes

#### Staff Contact List

Listing of key personnel

Name	Telephone Numbers		Email
	Work	Mobile	
Steve Harray	250-474-5145	250-883-1481	steve@alpinegroup.ca
Cynthia Howard	250-442-3320	250-584-4517	cynthiah@alpinegroup.ca
Nicole Audia	250-367-0099	N/A	recycle@alpinegroup.ca
Don Soukeroff	250-367-0099	250-231-1449	donnys@alpinegroup.ca
Raymond McCulloch	250-474-5145	250-883-4178	raymond@alpinegroup.ca
Stewart Young Jr	250-474-5145	250-812-8565	stewjr@alpinegroup.ca

#### Key Staff – Roles & Responsibilities

In the event that the key staff person is not available, the back-up person has been identified as follows:



Key Staff Person	Back-up Person	Back-up Contact Info
Cynthia Howard	Nicole Audia	250-367-0099
Nicole Audia	Don Soukeroff	250-213-1449
Don Soukeroff	Steve Harrhy	250-883-1481

In the event of a disruption, the following actions will be taken:

Name	Role	Responsibilities
Cynthia Howard	Curbside Collection	<ul style="list-style-type: none"> <li>• Curbside collection</li> <li>• Develop draft mitigation plan to resume collection services</li> <li>• Contact Steve Harrhy GM or back-up and inform regarding impacts and provide advice to mitigate impact</li> <li>• Implement mitigation plan as agreed to with Steve Harrhy GM or back-up.</li> </ul>
Steve Harrhy	General Manager	<ul style="list-style-type: none"> <li>• Review emergency reports and draft mitigation plans from Key Staff connected to impacted waste collection operation.</li> <li>• Finalize and adopt mitigation plans and secure necessary resources required for implementation</li> <li>• Activate communication resources as per implemented mitigation plan.</li> </ul>



### Recovery Action Plan

List of tasks that are essential to the recovery of the business/service.

Task	Detail	Instructions	Completed
IN THE FIRST HOUR	Curb Side Collection Disruption	<p>Should the collection service be disrupted due environmental, mechanical or human resources issues:</p> <ul style="list-style-type: none"> <li>• Curb Side-Collection Contractor (Alpine) will contact RDKB office immediately and inform Mr. Dueck Operations Manager</li> <li>• Determine if service can be resumed that day. If not when can service be delivered at earliest opportunity</li> <li>• Post news on the Alpine web site to inform of disruption and the scheduled resumption of service based on discussion</li> </ul>	

Task	Detail	Instructions	Completed
IN THE FIRST 24 HOURS	Curb Side Collection Disruption	<p>Should the collection service continue to be disrupted at the end of the initial day of the disruption:</p> <ul style="list-style-type: none"> <li>• Update the Alpine website with any new information prior to closing Alpine office.</li> <li>• Amend the Alpine hotline with automatic phone greeting to update public and direct them to Alpine website for more information.</li> <li>• Inform RDKB of ongoing status of the service.</li> </ul>	



Task	Detail	Instructions	Completed
IN THE FIRST 48 HOURS	Curb Side Collection Disruption	<p>Should the collection service continue to be disrupted at the end of the second day of the disruption:</p> <ul style="list-style-type: none"> <li>• Update the Alpine website with any new information prior to closing Alpines office.</li> <li>• Amend the Alpine automatic phone greeting to update public and direct them to the Alpine website for more information.</li> <li>• Inform RDKB of ongoing status of the service.</li> </ul> <p>Consider whether additional internal or external resources are required</p>	

Task	Detail	Instructions	Completed
WITHIN THE FIRST WEEK	Curb Side Collection Disruption	<p>Should the collection service continue to be disrupted at the end of the first week of the disruption:</p> <ul style="list-style-type: none"> <li>• Update the Alpine website with any new information</li> <li>• Amend the Alpine automatic phone greeting to update public and direct them to the Alpine website for more information.</li> <li>• Inform RDKB of ongoing status of the service.</li> </ul>	



Task	Detail	Instructions	Completed
LONG TERM RECOVERY	Curb Side Collection Disruption	<p>Long term recovery goals would be to re-establish service with initial service provider if possible:</p> <ul style="list-style-type: none"> <li>• Update the Alpine website with any new information</li> <li>• Amend the Alpine automatic phone greeting to update public and direct them to the Alpine website for more information.</li> <li>• Inform RDKB of ongoing status of the service.</li> </ul> <p>Consider whether additional internal or external resources are required</p>	

#### Business Contact List

Important business contacts that need to be notified of a disruption.  
Contact information will be provided before the July 1<sup>st</sup>, 2017 launch date.

Business Function	Company	Contact Name	Telephone	Email

#### Other Useful Telephone Numbers

Company	Contact Name	Telephone	Email



## Insurance Details

Company	Contact Name	Telephone	Email	Policy Ref.
Maxxam Insurance	Mike Meszaros	250-391-8809	Mmeszaros@maxxaminsurance.com	CATWL1003

## Back-up Information/Equipment

Back-up Computer Records/Data Location	
Critical Paper Records/Information Location	All-important paper work will be stored in our secured walk in vault at 1045 Dunford Ave, and back up computer data will be stored at our Trail head office 9370 Highway 22A, Trail, BC

## Key Equipment Requirements

List of contingency equipment to carry on business/service:

Business Function	Equipment
Curbside Collection	2015 Freightliner (CNG)
Curbside Collection	2014 Freightliner
Curbside Collection (back-up)	2011 International

## Initial Recovery Log

Documenting all events during activation of the Business Recovery Plan is a best practice. The log should include the names of those instructed, when decisions took place, and what actions were taken.

Date/Time	Name	Action	Comment



Other Notes

#### KEY PERSONNEL

**Mr. Steve Harrhy** – President: Responsible for safety, regulatory compliance and operational efficiency. Mr. Harrhy holds multiple designations with Solid Waste Association of North America, Manager of Integrated Solid Waste Management Systems and Manager of Landfill Operations (MOLO). Mr. Harrhy is an active serving member of the Public Technical Advisory Committee (CRD), and the Resource Recovery Public Advisory Committee (RDCK). As Manager of Fleet Service, Mr. Harrhy is responsible for the acquisition and maintenance of Alpine's equipment, and is a certified heavy-duty mechanic licensed for interprovincial mechanical services. Mr. Harrhy has over 30 years' experience as a diesel mechanic and is licensed under the Commercial Vehicle Inspection Program.

Address: 1045 Dunford Avenue, Victoria, B.C. V9B 2S4

Email: [Steve@alpinegroup.ca](mailto:Steve@alpinegroup.ca).

**Mr. Stewart Young Jr** - Stewart Young is an experienced solid waste industry professional. Stewart is the Vice President of operations for the Alpine Group and is a co-chair on the Vancouver Island Recycling & Waste Industry Coalition (VIRWIC). Stewart is an elected board member of SWANA Pacific Chapter. In 2015 he was recognized with the top 20 under 40 business award. In addition, he is the current CEO of SKY Environmental, Director of Altitude Industries, and VP of Global Sales for VSL Laboratories. He also holds multiple designations with the Solid Waste Association of North America: Certified Manager of Landfill Operations (MOLO), Manager of Recycling Systems, Manager of Transfer Station Systems, and Manager of Integrated Solid Waste Management Systems.

Address: 1045 Dunford Avenue, Victoria, B.C. V9B 2S4

Email: [Stewjr@alpinegroup.ca](mailto:Stewjr@alpinegroup.ca).





**Mr. Raymond McCulloch** - Operations manager of Alpine. Responsible for the daily operations, including manpower, oversees equipment utilization and customer service. Mr. McCulloch has 30 years' experience in the solid waste industry. Mr. McCulloch is an active member of the Solid Waste Advisory Committee for the Capital Regional District. Mr. McCulloch also serves on the Solid Waste Industry Liaison Group as an active voting member.

Cell (250) 883-4178 Office (250) 474-5145 Fax (250) 478-6131  
 Address: 1045 Dunford Avenue, Victoria, B.C. V9B 2S4  
 Email: [Raymondm@alpinegroup.ca](mailto:Raymondm@alpinegroup.ca).

**Mr. Jim Bradley** – Operations Manager. Jim has over 30 years' experience in the solid waste industry. He was a founding director of what is now the Waste Management Association of BC (WAMBC) and continues to hold a Board position representing Vancouver Island. Mr. Bradley managed the blue box program when the Saanich Peninsula and Western Communities first launched in 1989 and in 1991 also managed the CRD blue box program for the core municipalities Contract.

Cell (250) 883-1569 Office (250) 474-5145 Fax (250) 478-6131  
 Address: 1045 Dunford Avenue, Victoria, B.C. V9B 2S4  
 Email: [Jimb@alpinegroup.ca](mailto:Jimb@alpinegroup.ca).

**Ms. Cynthia Howard** - Operations Manager for Boundary Sub-region of Alpine Disposal Interior Ltd. Responsible (for the last 5.5 years as an employee of Kettle Valley Waste Ltd.) for the day-to-day management of the Regional District Kootenay Boundary Contracts to provide 3-stream curbside collection in Grand Forks, Electoral Area C, and Electoral Area D, and blue bag, recycling collection in most of Electoral Area E. She has developed a confident and positive way with our customers and has succeeded in imparting an impressive commitment to courteous and professional customer service in our driver team. She works collaboratively and well with our RDKB Contract Managers (see attached "Letter of Support"). Ms. Howard has her Class 3 with Air driver's certificate, has been a waste collection driver herself, and was involved in creating efficient waste collection routing in the Boundary Area.

Email: [Cynthiah@alpinegroup.ca](mailto:Cynthiah@alpinegroup.ca)





#### HEALTH AND SAFETY POLICY

1. Alpine is committed to providing a safe and healthy work environment for everyone, and to conducting its various businesses in a safe manner.
2. We integrate health and safety objectives into our management systems at all levels of the Alpine Group. Management is accountable for the prevention of injuries and occupational illness.
3. Management will continuously improve our work practices, and the training we give to all involved with our services and processes.
4. Employees working for the Alpine Group expect a safe and healthy work environment, and in turn, we expect our employees to contribute to that safe working environment through responsible behavior.
5. Employees are to demonstrate that Health and Safety are core values through visible and active engagement.
6. When it comes to safety, it must be a daily concern of each person. Reaching a goal of zero accidents is only achievable with everyone thinking safety first.

#### ENVIRONMENTAL POLICY

It is the policy of Alpine Group to conduct its operations in a manner that is environmentally responsible and befitting of a good corporate neighbor and citizen. In accordance with this policy, Alpine Group complies with all environmental laws and manages all phases of its business in a manner that minimizes the impact of its operations on the environment. To further this policy, Alpine Group shall:

1. Comply with applicable environmental laws and regulations and voluntary commitments to which the facility subscribes.
2. Eliminate, or reduce the release of contaminants into the environment, first through pollution prevention (material substitution and source reduction), then recycling, and finally through treatment and control technologies.
3. Effectively communicate with employees, suppliers, regulators, and customers, as well as the surrounding community, regarding Environmental Management System performance.



4. Promote pollution prevention and take steps to conserve resources through energy conservation and recycling.
5. Periodically review and demonstrate continuous improvement in the company's environmental performance, including areas not subject to regulations.
6. Expect similar environmental performance from all suppliers, customers, and contractors

#### **ENVIRONMENTAL INITIATIVES, ATTRIBUTES, AND COMMITMENT TO SUSTAINABILITY**

1. The first roll-off company on Vancouver Island to introduce a hybrid truck to its fleet
2. Reducing energy consumption through information sharing and collaboration with our clients
3. Introduced two CNG trucks to our fleet in 2016.
4. Focusing on waste reduction through waste audits to increase recycling and reuse.
5. Continually advancing technologies to reduce residual waste at our recycling facilities

#### **Environmental Initiatives and Contract Language and Incentives**

Alpine Disposal is very interested to engage in discussions/negotiations with the RDKB regarding Contract language that may reward both the RDKB and Alpine for efficiencies, education, and innovation that may lead to benefits to the RDKB. Two examples might be:

- Use the data for the per kilometer amount of fuel used for the fulfillment of the Boundary Contracts over the past 6 years and the RDKB offers Alpine an incentive for improved fuel economy that is related to a fraction of the cost benefit experienced by the RDKB from that improvement.
- Use the 2016 per household diversion of organic material as a baseline and the RDKB would offer an incentive for increased diversion that would be some fraction of the cost saved by composting that material rather than burying it. This would reward Alpine for its efforts in the realm of driver education/supervision and advertising focused on increasing participation in the diversion program.



## ENVIRONMENTAL COMPLIANCE

Alpine is compliant with all applicable legislation pertaining to waste management. These include Canadian Environmental Protection Act, Fisheries Act, Transportation of Dangerous Goods Act, and The Environmental Management Act (BC). Alpine has a positive environmental record in relationship to these Acts

## EXPERIENCE DIRECTLY RELATED TO Work with Local Government

### Regional District of Central Kootenay

Our Company provided depot collection service for the West Sub region through the Slocan Valley route, Castlegar through to Nakusp, and collected materials from the Nelson recycling Program. Materials were delivered to our facility in Trail for processing for sale to end markets. Approx 1100 tonnes annually.

Reference: Mike Morrisson – (250) 352-8168  
Email: Mmorrisson@rdck.bc.ca

Operation and maintenance of the Ootischenia Landfill (Castlegar) Our company has successfully completed (4) four year contracts. Current term ending June 30, 2019. Our company has held this contract since 1998. We also operate and maintain the Creston Landfill and have held this contract since September 1, 1998. Current term ends in 2018.



### Regional District of Kootenay Boundary

Alpine has provided service to the region since 1998.

- Our company performed the depot recycling collection in the city of Grand Forks, including curbside pick-up of recycling from 2004 to 2010 (6 years). Level of service was single-stream, blue bag, bi-weekly for approx 2200 homes and 557 tonnes annually.
- Our company provided bi-weekly blue box curbside multi-stream service to the Trail area, including Rossland, Warfield, Montrose, and Fruitvale and serviced the area depots.
- Alpine has worked successfully with the RDKB since 1998, to help organize and deliver an efficient recycling program for the region. Annual collection materials total more than 620 MT servicing over 7600 homes in the area. Additionally, the depots collected materials totaling 535 MT. As part of the existing contract with the RDKB, our company delivered the collected materials to our facility in Trail, and processed and delivered these material to end markets for sale. Route tracking and weight reporting was carried out routinely and passed on to the RDKB as a contract requirement.
- Alpine has worked successfully to develop two small-business/community recycling programs in collaboration with the RDKB in the Village of Fruitvale and City of Rossland.
- Alpine also held the Contract for curbside garbage collection from approximately 1998-2010 under Contract to the City of Grand Forks in the RDKB. See attached Letter of Reference.
- Our company has, since 1996, operated and maintained the McKelvey Creek /Trail Landfill. The current contract ends December, 2018.

Reference: Tim Dueck and Alan Stanley – 1-800-355-7352



#### City of Trail

Alpine has been responsible for the curbside collection of municipal solid waste (residential garbage) since 1993. Executing several consecutive contracts. Our current contract expires April 30, 2019. Alpine is responsible for the collection of 3,180 residences during this contract term.

Reference: Warren Proulx – (250) 364-0807

Email: [Wproulx@trail.ca](mailto:Wproulx@trail.ca)

#### The Village of Warfield

Responsible for curbside collection of residential garbage. A five-year term ending May 31, 2019.

#### The Town of Sidney

Our company provided curbside service for the weekly collection of mixed solid waste and monthly collection of yard and garden materials for 20 years for the town to approximately 2700 homes. We held this contract from 1993 – 2013.

Reference – Rob Hall – (250) 656-1184

Email: [Rhall@sidney.ca](mailto:Rhall@sidney.ca)

#### City of Fort St John, B.C.

Our company provided residential curbside service to over 4000 homes and 2500 apartment units for the collection of mixed solid waste for the City of Fort St John from 1999 - 2007.

Reference: Victor Shopland – (250) 787-8150



#### The Capital Regional District, Victoria, B.C.

Alpine provided blue box service for two (2) consecutive terms of five years from 1995 - 2005 for 17,000 homes in the Capital Regional District. We established and impeccable service record under this contract.

Reference: Mr. John Craviero – (250) 360-3164.

Email: [Jcraveiro@crd.bc.ca](mailto:Jcraveiro@crd.bc.ca)

#### The Village of Salmo

Responsible for curbside collection of residential garbage. A five-year term ending December 31, 2019

Reference: Diane Kalen-Sukra – (250) 357-9433

Email: [Cao@salmo.ca](mailto:Cao@salmo.ca)

#### Multi Material British Columbia

In 2014 our Company was chosen as the successful Proponent to collect and process curbside recycling under the MMBC Stewardship Program. Alpine was chosen for the following areas:

- a. RDKB East Subregion serving approximately 7,600 households
- b. RDCK Rural Castlegar serving approximately 2,300 households
- c. City of Revelstoke serving approximately 3,000 households

#### CORPORATE REFERENCE LETTERS:





November 1, 2014

Re: Letter of Reference

To: Whom it may concern

I am pleased to provide a letter of reference for Alpine Disposal and Recycling Interior Division Ltd., on behalf of Multi-Material British Columbia (MMBC).

Alpine, following a competitive procurement process, was awarded the packaging and printed paper (PPP) curbside collection service for the communities of the Regional District of Central Kootenay and Kootenay Boundary East Sub Region on behalf of MMBC effective May 19, 2014. Alpine subsequently was awarded a third community – Revelstoke – effective January 1, 2015.

Alpine has been excellent to work with for the launch of the MMBC program and the collection of PPP curbside in the communities which they were awarded. Alpine has met all of the terms and conditions of our contract and is providing responsible and responsive customer service to their communities on behalf of MMBC.

In particular, I would like to comment on MMBC's working relationship with Steve Harry, General Manager for Alpine, who has been our principle contact. Steve is able to multi-task and effectively manages the MMBC curbside services in multiple communities. He has been very responsive to the needs and standards of the MMBC program, and his experience is an asset to the industry.

If you have any questions or wish to discuss this letter of reference, please do not hesitate to be in touch.  
Sincerely,

Tamara Burns  
VP National Supply Chain  
[tburns@cssalliance.ca](mailto:tburns@cssalliance.ca)  
604-315-5417

230 – 171 ESPLANADE WEST, NORTH VANCOUVER, BC V7M 3J9  
TEL: 778.588.9504 [WWW.MULTIMATERIALBC.CA](http://WWW.MULTIMATERIALBC.CA)



## TOWN OF SIDNEY

2440 Sidney Avenue, Sidney, British Columbia V8L 1Y7  
 Phone: 250-656-1184 Fax: 250-655-4508  
 Email: townhall@sidney.ca Website: www.sidney.ca

January 7, 2014


To Whom It May Concern:

Alpine Disposal (Evergreen Industries) provided weekly garbage collection and disposal for the Town of Sidney (population approx. 11,200) under successive contracts for twenty years, from June 1993 to the end of December 2013. Unfortunately and somewhat to our surprise, Alpine was not the lowest bidder for the 2014-2018 servicing contract.

Alpine's performance and customer service throughout their extensive tenure as the Town of Sidney's contractor was exemplary. They operated in a clean, dependable and efficient manner with dedicated staff that frequently went "above and beyond" to ensure customer satisfaction remained a priority. Alpine provided the collection service to approximately 2860 single family or duplex dwelling units, 680 multiple dwelling units and 50 commercial units. Once a month, each of the single family and duplex units also received compostable garden waste pick-up from Alpine, as an additional part of the waste collection program. In our experience, on the rare occasion that a problem or challenging issue arose, Alpine dealt with it in a courteous and professional manner.

In summary, based on the quality of service that Alpine Disposal provided to the Town of Sidney over two decades, I would have no hesitation in recommending the firm to other organizations seeking waste collection services at this time. If you have any questions I can be contacted at 250-656-4502 or rhall@sidney.ca.

Sincerely,

  
 Robert J. W. Hall  
 Director of Engineering and Works





City of Trail

January 9, 2014

TO WHOM IT MAY CONCERN

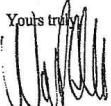
Dear Sir/Madam:

**RE: ALPINE GROUP.CA**

Alpine Group.ca currently has a 3-year refuse collection contract with the City of Trail for the period April 1, 2013 to March 31, 2016. The contract is for the weekly collection of 3,179 pick-ups and includes 71 litter containers. This company previously had two 5-year contracts for refuse collection for the period April 1, 2003 until March 31, 2013. Prior to the expiry of the contract on March 31, 2013, we negotiated a 3-year extension to the contract.

The refuse collection contract with Alpine over the last 10 plus years has been a good relationship and managing the contract has been a relatively easy task. We gauge the performance of the contract primarily on complaints and normally I contact the local manager several times a year simply to ask him how the contract is running. Refuse collection operators are courteous and our streets and lanes are always free of garbage that may have been disturbed by animals or other reasons. The City of Trail has varied topography with steep, narrow streets in some areas to flat, new subdivisions that involve back lane or front street pick-up. In a community that can receive a fair amount of snow fall, pick-up is completed on schedule unless unusual circumstances arise. Communication between the contractor, the City and the public has always been excellent.

For any further information on this refuse collection contract, please contact the undersigned.

Yours truly  


Warren Proulx  
Engineering Technician



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



Parks & Environmental Services F: 250.360.3078  
 625 Fisgard Street, PO Box 1000 F: 250.360.3079  
 Victoria, BC, Canada V8W 2S6 www.crd.bc.ca

3 December 2013

To Whom It May Concern:

We confirm that Evergreen Industries, (Evergreen) (dba Alpine Group of Companies) was under two consecutive contracts to the Capital Regional District for the provision of blue box curbside collection services in the Westshore area of the Capital Region (approximately 15,000 households at the time). Each contract was for a five (5) year term, from May 1995 to April 2005. During the term of each contract, Evergreen met all the terms and conditions of the contract.

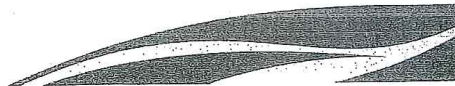
In addition Evergreen staff is also a member of the CRD's Solid Waste Advisory Committee, representing the recycling industry.

If you require further information, please contact me at 250-360-3197 or at [twalkins@crd.bc.ca](mailto:twalkins@crd.bc.ca).

Regards,

Tom Watkins, BSc  
 Manager, Environmental Resource Management, Policy and Planning  
 Parks & Environmental Sustainability

900910





## THE CORPORATION OF THE CITY OF GRAND FORKS

7217 - 4TH STREET, BOX 220 - GRAND FORKS, BC V0H 1H0 - FAX 250-442-8000 - TELEPHONE 250-442-8266



January 6<sup>th</sup>, 2014

To Whom It May Concern:

### Letter of Reference

The City of Grand Forks honoured a contract with Alpine Disposal and Recycling (Interior Division) Ltd. from 2005 to 2011 inclusive, where an amicable and professional relationship was maintained throughout the course of the contract.

Alpine Disposal provided an integral solid waste/yard waste collection service to the City during those years. Additionally, on the occasion where a citizen concern arose, the company worked with the City to resolve any individual problems quickly and efficiently.

In 2011, at the end of the contract period, the Regional District of Kootenay Boundary took on the roll as service provider for garbage services to include the City of Grand Forks, whereas the Regional District performed their own tendering process and ultimately, their chosen candidate for garbage services for the City.

Best regards,

Diane Heinrich  
Corporate Officer

A1-Letter of reference to Alpine Disposal

Website: [www.grandforks.ca](http://www.grandforks.ca) Email: [info@grandforks.ca](mailto:info@grandforks.ca)



January 8, 2014

City of Fort St. John  
10631-100th Street  
Fort St. John, BC  
Canada V1J 3Z5

(250) 787-8150 City Hall  
(250) 787-8181 Facsimile

[www.fortstjohn.ca](http://www.fortstjohn.ca)

To Whom It May Concern:

As Director of Infrastructure and Capital Works for the City of Fort St. John, I am pleased to recommend the solid waste collection services of Alpine Disposal and Recycling.

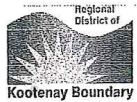
Alpine Disposal and Recycling provided solid waste collection services for the City from September 1, 1999 to August 31, 2002. A second contract was awarded from September 1, 2002 to August 31, 2005. The contract was extended for a further two years with services ending August 31, 2007.

The City of Fort St. John was pleased with the performance of Alpine Disposal and Recycling's solid waste collection services. They were responsive to public inquiries, requests and questions and were open and communicative with city staff. As a result, we would have no hesitation in recommending this company to other municipalities or businesses.

Should you have any questions, please feel free to contact me at [vshopland@fortstjohn.ca](mailto:vshopland@fortstjohn.ca) or at (250) 787-8162.

Sincerely,

Victor Shopland  
Director of Infrastructure and Capital Works



Steve Harry  
Alpine Disposal and Recycling Ltd.  
1045 Dunford Avenue, Victoria BC V9A2S4

December 17, 2013

Dear Steve,

**Re: Alpine Disposal and Recycling Ltd. Contract Performance**

Alpine Disposal & Recycling (Interior Division) Ltd. (Alpine) has performed the curbside collection, processing and marketing of materials, including the depots in the Regional District of Kootenay Boundary (RDKB) East Sub-Region since 1998.

Alpine staff and management have worked diligently and cooperatively with the RDKB to facilitate a successful program and has met or exceeded all RDKB requirements throughout the term with no interruption to service. There are a number of difficult to service areas, particularly in winter, and Alpine has consistently performed the work in all conditions.

The Alpine fleet of collection vehicles (purchased new at the start of the contract) is well maintained and meets the RDKB cleanliness, appearance and reliability expectations.

Without reservation, I endorse Alpine as a recycling service provider in the RDKB.

Regards,

Alan Stanley  
General Manager of Environmental Services  
Regional District of Kootenay Boundary

202-843 Rossland Ave., Trail, British Columbia Canada V1R 4S8  
toll-free: 1-800-355-7352 • Tel: 250-368-9148 • Fax: 250-368-3990  
e-mail: admin@rdkb.com • www.rdkb.com



Tim Dueck  
Solid Waste Program Coordinator  
Regional District of Kootenay Boundary

January 12, 2017

Re: Letter of Support-- Cynthia Howard

The Regional District of Kootenay Boundary has had a good working relationship with Kettle Valley Waste (Christina Lake Disposal) for at least the 15 years I have worked for the District.

Most recently, Cynthia Howard has overseen the MMBC work (administered by the RDKB) of curbside recycling collection in the West Boundary (Greenwood, Midway, Rock Creek, Beayerdell) and the garbage, recycling (MMBC) and green bin collection work in Christina Lake and Grand Forks. This work included the staffing, organizing, and tracking & reporting of weights and route data. She has a good knowledge of the nuances and challenges involved in delivering curbside collection services, both in the urban areas and the more remote rural roads.

Cynthia's leadership has proven to be a huge reason for the success of the Region's solid waste curbside collection service. She has great communication skills and deep dedication to community services. More importantly, she has excellent ability to independently solve problems before I hear about them.

I have always found everyone at Kettle Valley Waste to be professional and responsive in resolving any customer service issues.

I have confidence the key personnel at Kettle Valley Waste possesses the experience, resources and knowledge to exceed the expectations of the MMBC collection contract.

Tim Dueck  
[tdueck@rdkb.com](mailto:tdueck@rdkb.com)  
250.368.0231

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](mailto:admin@rdkb.com) • web: [www.rdkb.com](http://www.rdkb.com)

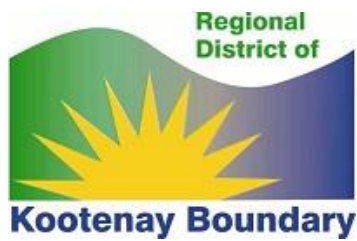




Signed and sealed at 1045 Dunford Ave, Victoria B.C, V9B 2S4  
This the 3rd day of February 2017 on behalf of Alpine Disposal and Recycling Ltd

A handwritten signature in black ink, appearing to read "Steve Harry", written over a horizontal line.

Steve Harry – President of the Alpine Group



## STAFF REPORT

**Date:** 21 Feb 2017

**File**

ES Administration -  
Big White Solid  
Waste

**To:** Chair Russell and Members,  
Committee of the Whole  
(Environmental Services)

**From:** Tim Dueck - Solid Waste Program  
Coordinator

**Re:** Big White Transfer Station  
maintenance contract extension

### Issue Introduction

A Staff Report from Tim Dueck, Solid Waste Program Coordinator regarding the one-year extension of the Big White Transfer Station Maintenance Service Contract.

### History/Background Factors

The RDKB operates a specified-service area garbage removal service for the properties at the Big White Ski Resort. This service is shared with the RDKB's universal recycling collection service and shares the RDKB's Transfer Station facility and collection contract.

The RDKB has no Environmental Services staff at the Resort. This contractor provides the maintenance of the waste transfer facility and is the liaison with the community.

In 2012, the RDKB contracted Ridgetop Meat Pies to provide this service. This five-year contract is set to expire on June 30, 2017.

The contract provides for opportunity to extend the Agreement for two, one-year terms at the sole discretion of the RDKB.

### Implications

The proposed 2017 Refuse Disposal - Specified Area Big White has been amended to allow for this service and the contract described annual increase.

### Advancement of Strategic Planning Goals



This Contract supports a core function of the RDKB. This proposed contract extension ensures that we are responsible and proactive in funding our services.

**Background Information Provided**

\* existing Big White Transfer Station Maintenance Contract

**Alternatives**

1. That the Regional District Board of Directors approves the **one-year contract extension for Ridgetop Meat Pies** in the amount of **\$56,467** for the **maintenance** of the **Big White Solid Waste Transfer Station**.

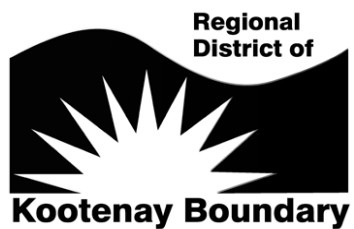
FURTHER that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

2. That the Regional District Board of Directors direct staff to enact a Request for Proposals for this work commencing July 1st, 2017.

**Recommendation(s)**

1. That the Regional District Board of Directors approves the **one-year contract extension for Ridgetop Meat Pies** in the amount of **\$56,467** for the **maintenance** of the **Big White Solid Waste Transfer Station**.

FURTHER that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.



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## **Big White Transfer Station Maintenance Service Contract**

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**\* Electoral Area E**  
(Big White Resort)

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Regional District of  
Kootenay Boundary

Ridgetop Meat Pies

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**For the Operation and Maintenance of Regional District of Kootenay Boundary Big White Transfer Station from July 1, 2012 – June 30, 2017 (five years).**

DATE OF COMMENCEMENT: JULY 1, 2012

TERM OF THE CONTRACT: FIVE (5) YEARS

DATE OF EXPIRATION: JUNE 30, 2017

**EXECUTIVE SUMMARY****1.0 SUMMARY OF THE WORK**

The District of Regional District of Kootenay Boundary (RDKB) is entering into a owner/proponent relationship with RIDGETOP MEAT PIES (NEIL STUART) to provide maintenance and recycling services at the Big White Transfer Station property.

The duties are diverse and include transfer station interior and exterior cleaning, contractor liaison for incidental repairs, large item cleanup and stewardship materials management. The scope of this Work is described in this Contract document which includes the proposal submitted by Ridgetop Meat Pies. Ridgetop Meat Pies is also expected to advise the RDKB on solid waste issues and participate in public education programs.

The scope and intent of this Contract is:

- \* to perform works associated with maintenance and operation of the Big White Transfer Station in a manner that is consistent with the RDKB's Solid Waste Management Plan.
- \* to maximize the amount of materials diverted from the Glenmore Landfill wastestream in a manner that is consistent with the RDKB's Solid Waste Management Plan.
- \* to provide services at a level and cost, that is acceptable to the Big White taxpayer.

This Contract provides Ridgetop Meat Pies, its principal and employees access to the storage building for the sole purposes of performing Work associated with this service contract.

## 2.0 TERMINOLOGY and DEFINITIONS

### ADMINISTRATIVE REQUIREMENTS

The following terms will apply to this Contract. The submission of a proposal in response to the Request for Proposal indicates Ridgetop Meat Pies acceptance of all the following terms.

Throughout this Request for Proposal, terminology is used as follows:

- a) "Contract" means the written agreement between the District and Ridgetop Meat Pies arising from the RFP process and the proposal submitted by Ridgetop Meat Pies.
- b) "Contractor" means Ridgetop Meat Pies after a Contract is signed with the District;
- c) "must", "mandatory" or "required" means a requirement that must be met in order for the Work to be considered satisfactory;
- d) "Proponent" means: sanctioned representatives of Ridgetop Meat Pies as defined in their submitted Proposal";
- e) "Director" means the Regional District of Kootenay Boundary Director of Environmental Services;
- f) "District" or "RDKB" means The Regional District of Kootenay Boundary and staff assigned to administer the Work of the Contract
- g) "facility" or "work site" or "site" includes two structures located on the Big White Transfer Station site including the grounds
- h) "refundable beverage containers" means any beverage container on which a deposit was paid pursuant to the Government of BC Recycling Regulation;
- i) "Request for Proposals" or "RFP" means the process of inviting proponents to submit proposals for the purpose of entering into a contractual agreement with the RDKB for the Work described in the RFP documents.
- j) "should" or "desirable" means a requirement having a significant degree of importance to the objectives of the Request for Proposal.
- k) "stewardship material" means a category of items mandated by the BC *Environmental Management Act* to be managed by producer groups i.e. beverage containers, televisions, stereos, tires, anti-freeze, motor oil, paint, small appliances and any material group existing or added.
- l) "Work" means the activities of Ridgetop Meat Pies acting to fulfill obligations of the Big White Transfer Station Maintenance Service contract.
- m) "written notice" or "notice" means printed notification to the other party. This may be in the form of registered mail, hand-delivered notices or e-mail to an account specified by the other party.

### **ADDITIONAL TERMS**

Regional District of Kootenay Boundary Big White Transfer Station and all equipment therein is owned by the Regional District of Kootenay Boundary and overall responsibility for the site and service rests with the Environmental Services Department.

#### **3.1 SUB-CONTRACTING**

Ridgetop Meat Pies may use a sub-contractor to fulfill specified parts of the Work. This subcontractor must be identified and the District must be notified in writing of this arrangement. By subcontracting Ridgetop Meat Pies retains full and complete responsibility for fulfillment of all the terms and conditions of this Contract.

Sub-contracting to any firm or individual whose current or past corporate or other interests may, in the District's opinion, give rise to a conflict of interest in connection with this project will not be permitted. This includes, but is not limited to, any firm or individual involved in the preparation of this Request for Proposal.

#### **3.2 ASSIGNMENT**

This contract may not be assigned by either party without the prior written consent and approval of the other party, which consent may not be unreasonable withheld; provided however, either party, without such consent, may assign or sell the same in connection with the transfer or sale of substantially its entire business to which this contract pertains or in the event of its merger or consolidation with another company. Any permitted assignee shall assume all obligations of its assignor under this contract. No assignment shall relieve any party of responsibility for the performance of any accrued obligation that such party then has here under.

#### **3.3 CONTRACT TERM**

This is a five-year contract which begins July 1, 2012 and ends June 30, 2017. The Contract may be extended thereafter for each of two, one-year periods at the sole option and discretion of the District but subject to:

- a) the extending mutual agreement being executed by the parties;
- b) retention of the terms and conditions of the original agreement or subsequent extension;
- c) such option period will be negotiated at the sole option of the District on the basis of the yearly lump sum price for the 2016/2017 season. Any cost increase allowed shall not exceed the average rate increase between the Total Bid Price for 2012 and the Total Bid Price for 2017, as specified on the pricing schedule submitted by Ridgetop Meat Pies (Appendix 3 – 4.0)
- d) If and when the contract reaches the end of all option periods, the District may choose to extend the contract beyond the potential five-year period. This would be done at the District's sole discretion.
- e) The RDKB acknowledges that Provincial or Federal regulatory changes may impact the District's ability manage some materials at the Transfer Station. Either party may give three months notice to terminate this service agreement or negotiate modified terms.

#### **3.4 DEFINITION OF CONTRACT**

This Contract will constitute an agreement for the provision of specified goods and services. Ridgetop Meat Pies will not acquire any legal or equitable rights or privileges relative to the goods or services not

specified in this Contract document. The Contract will be consistent of the terms and conditions set out in the RFP process and forms part of the Contract.

### **3.5 LIABILITY FOR ERRORS**

The District has used considerable efforts to ensure an accurate representation of all information in this Contract. The information is not guaranteed or warranted to be accurate by the District, nor is it necessarily comprehensive or exhaustive.

### **3.6 AGREEMENT WITH TERMS OF THE REQUEST FOR PROPOSAL**

By submitting a proposal Ridgetop Meat Pies agreed to all the terms and conditions of the RFP process. By accepting this proposal, the RDKB agrees that Ridgetop Meat Pies has fulfilled the requirements set out in the RFP process.

Proponents who have obtained the Request for Proposal electronically must not alter any portion of the document, with the exception of adding the information requested. To do so will invalidate the proposal.

### **3.7 CHANGES IN WORK**

The Board of Directors of the RDKB may change the definition of the Work in a manner consistent with the Solid Waste Management Plan. Changes may include, but are not limited to:

- limiting public access to the Transfer Station
- Staffing of the Transfer Station
- Collection of Tipping Fees in a manner consistent with the Solid Waste Management Plan.

Should changes in the Work occur, Ridgetop Meat Pies and the RDKB will negotiate in good faith financial compensation arising from changes in the Work.

Should the parties not come to mutual agreement, either party has the right to terminate the service Contract with three months notice.

#### **4. SELECTED CONTRACT CLAUSES**

##### **4.1 LAWS OF BRITISH COLUMBIA**

This will be subject to and will be construed and interpreted in accordance with contract law in the Province of British Columbia.

##### **4.2 ARBITRATION**

All disputes arising out of or in connection with the Contract must, unless the parties otherwise agree, be referred to and finally resolved by arbitration pursuant to the Commercial Arbitration Act.

##### **4.3 INDEMNITY**

The Contractor shall be liable for all loss, costs, damages, and expenses whatsoever incurred or suffered by the District, its elected officials, officers, employees and agents (the Indemnitees) including but not limited to damage to or loss of property and loss of use thereof, and injury to or death of a person or persons resulting from or in connection with the performance, purported performance, or non-performance of this Contract, excepting only where such loss, costs, damages and expenses are as a result of the sole negligence of the Indemnitees.

The Contractor shall defend, indemnify and hold harmless the Indemnitees from and against all claims, demands, actions, proceedings, and liabilities whatsoever and all costs and expenses incurred in connection therewith and resulting from the performance, purported performance, or non-performance of this Contract, excepting only where such claim, demand, action, proceeding or liability is based on the sole negligence of the Indemnitees.

##### **4.4 BID SECURITY**

Not required

##### **4.5 PERFORMANCE BOND**

Not required

##### **4.6 INSURANCE**

The Contractor shall, without limiting its obligations or liabilities under this Contract, procure and maintain, at its own expense and cost, the insurance policies listed in Section 6. The insurance policies shall be maintained continuously from the date of commencement of the Work or Services provided under this Contract until the date that the District certifies in writing completion of the Work or Services or such further period as may be specified in Section 6.

##### **4.7 REGISTRATION WITH WORKSAFE BC**

Should Ridgetop Meat Pies procure employees or a subcontractor to fulfill the Work, the Contractor and or Ridgetop Meat Pies must be registered with WorkSafe BC. The sub-contractor and/or Ridgetop Meat Pies must be in good standing with WorkSafe BC throughout the period of the service contract.

All Work included in this service agreement must be done safely and in accordance with WorkSafe BC standards. If Ridgetop Meat Pies is not registered with WorkSafe BC, the Work must be completed in accordance with WorkSafe BC guidelines, regulations and procedures.

#### **4.8 PERMITS AND LICENSES**

**4.8.1** The successful proponent(s), their employees, agents and vehicles shall have and maintain valid permits and licenses as required by law for the execution of services related to this agreement.

**4.8.2** The successful proponent will be required to conform to all federal, provincial, and District Acts and Regulations that may apply to the operation of this contract. The successful proponent is required to obtain and pay for all necessary permits, licenses, and inspection fees.

**4.8.3** Certified copies of required permits/licenses will be available upon request.

**4.8.4** The proponent must comply with all conditions and safety regulations of WorkSafe BC and must be in good standing and must maintain this standing throughout the term of the contract. Please provide your WorkSafe BC registration number or describe how WorkSafe BC requirements will be met.

#### **4.9 FUNDING**

The Contract and the financial obligations of the District pursuant to that Contract are subject to there being sufficient moneys available in an appropriation, as defined in the Financial Administration Act, to enable the District in any fiscal year or part thereof when the payment of money by the District to the Contractor falls due under the Contract entered into pursuant to this Request for Proposal to make that payment.

#### **4.10 CONTRACT ADMINISTRATOR**

A Contract administrator will be assigned by the District to oversee the Contract awarded to the successful Proponent. In addition, the Contractor will be expected to name a counterpart project manager. The Contractor's project manager will be responsible for providing scheduled status reports to the Contract administrator or a designate.

#### **4.11 PAYMENT HOLDBACK**

All requirements of the Contract must be met prior to the issuance of a final contract payment. The RDKB may, at the District's discretion, hold back a portion of the final payment until all contractual obligations and RDKB directives are fulfilled.

#### **4.12 INVOICING**

The District will pay Ridgetop Meat Pies upon receipt of an acceptable and correct invoice. The Invoice will refer to the contract name and will detail the supplies / services provided, unit prices, and total price.

The District will pay the invoiced amount within thirty (30) days after receipt of a correct invoice.

Invoices submitted by the contractor will be considered final upon payment. Any corrections, changes or claims in addition to the paid invoice must be made within ninety (90) days. The contractor and the District agree that discrepancies with invoices beyond 90 days will not be addressed.

#### **4.13 ELECTRICAL SAFETY**

Any electrical equipment used in performance of the Contract must be certified by an accredited certification organization acceptable to the District. All costs of approval will be at the Contractor's expense.



**4.14 SOFTWARE**

It is the Contractor's responsibility to ensure that the District has all licenses required to use any software that may be supplied by the Contractor pursuant to the Contract.

**4.15 INTELLECTUAL PROPERTY RIGHTS**

The District will be the owner of the intellectual property rights, including processes, procedures, patent, copyright, trademark, industrial design, and trade secrets in any product developed through a Contract. Licensing and marketing rights to the developed product will not be granted in the Contract. Proposals regarding these rights should not be submitted in response to this Request for Proposal and will not be considered in evaluating responses. If, in the future, the District elects to commercialize the developed product, the licensing and marketing rights will be negotiated separately.

**4.16 CRIMINAL RECORDS REVIEW**

The Services shall be performed by the Contractor and by any other employee, agent, subcontractor or representative of the Contractor (collectively, the "Contractor's Representatives"). When hiring Contractor's Representatives, the Contractor shall adhere to the Criminal Records Review Act, where applicable, and require all Contractor's Representatives to submit to a criminal records review. The Contractor shall not allow anyone who has a criminal record for an offence of consequence to perform those Services for the District. The Contractor's Representatives shall be under the exclusive supervision of the Contractor. All responsibility and authority for hiring, training, supervision, direction, compensation, discipline, termination, and administration of the Contractor's Representatives, and any and all costs or expenses related thereto, rest exclusively with the Contractor.

**4.17 DEFAULT**

**a)** The District may, subject to the provisions of paragraph C below, by written notice, or e-mail, of default to the contractor terminate the whole or any part of this contract in any one of the following circumstances:

(i) if the contractor fails to make delivery of the supplies, or to perform the services within the time specified herein or any extension thereof; or

(ii) if the contractor fails to perform any of the other provisions of this contract, or so fails to make progress as to endanger performance of this contract in accordance with its terms, and in either of these two circumstances, does not cure such failure within a period of twenty-four (24) hours, or such longer period as the District Purchasing Agent may authorize in writing, after receipt of notice from the District Purchasing Agent specifying any such failure.

**b)** In the event the District terminates this contract in whole or in part as provided in paragraph "a.)" of this clause, the District may procure, upon such terms and in such manner as the District may deem appropriate, supplies or services similar to those terminated, and the contractor and his surety shall be liable to the District of any excess costs for such similar supplies or services, provided that the contractor shall continue the performance of this contract to the extent not terminated under the provisions of this clause.

**c)** The contractor shall not be liable for any excess costs if any failure to perform the contract arises by reason of, acts of God or of the public enemy, acts of the District, fires or floods, unless the District Purchasing Agent shall determine that the supplies or services to be furnished by the sub-contractor were obtainable from other sources in sufficient time to permit the contractor to meet the required delivery schedule.

**d) NOTICE OF NON-COMPLIANCE**

Where quality of work is deemed unsatisfactory, written Notice of Specification Non-Compliance will be e-mailed to the Contractor. The Contractor shall monitor a working e-mail account for the purpose of communicating with the RDKB.

**e) REMEDY DEFECTIVE WORK**

If, within Twenty-four (24) hours of notice from the District to do so, the Contractor has not remedied defective work or finished incomplete work as required by this Agreement, the District may, in addition to any other remedy which it may have, correct or complete the Work or have it corrected or completed and all costs thereof, which may include paying District employees at overtime hourly rates, shall be deducted from the monies payable by the District to the Contractor under this Agreement.

The District reserves the right to repair damages to the Big White Transfer Station or deficient work by whatever method the District chooses.

**f) CEASE WORK**

The Contractor, its employees and agents, shall immediately cease work if ordered to do so by the District, its officers, employees or agents for reason(s) including but not limited to performance, specification non-compliance or safety. The District may order the Contractor to stop work or to take such remedial measures as the District considers necessary, if, at any time, the District is of the opinion that a danger to life or to property exists. The Contractor shall comply with such orders immediately. Neither the giving nor carrying out such orders shall entitle the Contractor to any extra payment, nor shall the Contractor be relieved of its obligations for worker safety under the foregoing clause.

**g) STOP WORK ORDER**

Where the District has issued a stop work order for reason(s) including but not limited to performance, specification non-compliance or safety violations the District will hold back progress payments under that agreement until such time as the violations are corrected.

**4.18 RE-DEFINITION OF MAINTENANCE STANDARDS AND LOCATIONS**

The District, prior to September 31st of each year of this contract has the authority to re-define the maintenance standards and locations to be maintained under this contract for the next year following. The District will advise the Contractor of the re-defined maintenance standards and locations to be maintained under this contract on or before September 31<sup>st</sup> of any year of the contract. If the locations to be maintained under this contract are changed, the District will revise the payment to the Contractor based on the Contractor's bid price.

If the contractor does not elect to terminate this contract at June 30<sup>th</sup> of that year of the contract, the District shall have the option to renew the on the basis of the re-defined maintenance standards and re-defined locations to be maintained under the contract. The Contractor shall have no claim against the District for any damages resulting from the re-definition of maintenance or operation standards or locations including loss of profit.

**4.19 COMPETENT EMPLOYEES**

The Contractor shall employ only competent employees to perform the Work and shall at all times properly supervise the Work to ensure that it is being performed in accordance with the specifications.

**4.20 EMPLOYEE/CONTRACTOR BEHAVIOUR ATTIRED**

The Contractor and their employees hired to perform the Work shall at all times and weather wear clothing consistent with Work Safe BC standards provided at the Contractor's cost. All persons employed in the Work must be neat and tidy in appearance and appropriate for carrying out the contractor's obligations during this contract.

The Contractor and persons hired to perform the Work shall maintain a high degree of courtesy, tact and decorum in all communications with the public and perform the Work in a manner that minimizes any inconvenience or nuisance to the public.

The Contractor's employees shall not be under the influence of alcohol or narcotics while performing the work.

The RDKB reserves the right for any reason, remove any Contractor or employee of a Contractor who in the opinion of the RDKB, whether in the course of the Work or outside of the Work, acts in such a manner so as to bring disrepute to the RDKB or the RKDB Solid Waste service.

**4.21 OBTAIN PERMITS**

The Contractor shall obtain all permits or licenses required to undertake and perform the Work. In the performance of the Work, the Contractor shall not violate any Law, Bylaw, Rule or Regulation passed or imposed by any government or agency thereof.

**4.22 NO DAMAGE**

In the performance of the Work, the Contractor shall not jeopardize the health or safety of any person and shall not damage or injure any building, equipment or other property not belonging to the Contractor.

**4.23 RIGHT TO INSPECT**

The District shall at all times have the right to inspect the Work and the persons, equipment and materials utilized to perform it. The Contractor shall promptly comply with every reasonable request or demand made by the District, its officers, employees or agents, to alter, re-do or upgrade the work performed or to be performed or any equipment or material used in connection therewith. The Contractor shall forthwith employ additional competent workers if, in the opinion of the District, the Contractor is employing insufficient persons to carry out the Work in a timely and effective manner in accordance with the specifications in Schedule "B".

**4.24 QUALITY CONTROL INSPECTIONS**

Big White Transfer Station Operation "Quality Control" inspections will be carried out by the District on a regular basis which may include daily inspections. The Contractor will make every reasonable effort to ensure the District has access to all sections of the work site.

The Work must be verifiable.

**4.25 REPORTING REQUIREMENTS**

The Contractor must submit annual reports describing and documenting:

- the amount and type of large items and stewardship items removed from site.
- Time spent per month performing the Work

**4.26 INCIDENT REPORTS**

The Contractor must submit reports detailing incidents of damage to RDKB assets or injuries to employees or visitors on site. The reports must accurately describe time, weather conditions, description of incident, contact information of witnesses and people involved, assessment of why an incident occurred and suggestions on how future incidents can be prevented.

## **5.0 REQUIREMENTS AND PROJECT SCOPE**

### **5.1 SCOPE, BUDGET AND TIME-FRAMES**

The Contract will commence on July 1, 2012.  
 The Contract will be considered void after June 30, 2017.  
 The Contract may be renewed at the discretion of the RDKB.

### **5.2 BASIC REQUIREMENTS**

The following are the expectations of the RDKB for the Big White Transfer Station maintenance and operation. Activities described in Ridgetop Meat Pies' proposal shall also be included in the expected Work

#### **5.2.1 GENERAL**

1. The contractor supports the Solid Waste Management function by ensuring the Big White Transfer Station is operated to standards established by the RDKB Director of Environmental Services and the Big White Resort community.

The contractor will interact with the users to maximize the amount of material diverted to recycling facilities and ensure overall site cleanliness.

The contractor reports to the Solid Waste Programs Coordinator or the Operations Coordinator as directed by the Director of Environmental Services. The contractor is responsible for monitoring and controlling activities at the Big White Transfer Station as prescribed by RDKB Bylaws and relevant Provincial legislation.

The contractor will monitor on-site activities to ensure use occurs according to the operational plan and policies set out in the Regional Solid Waste Management Plan.

Where possible, the contractor will:

- identify and reject refuse for disposal that is deemed recyclable according to RDKB Bylaw 1504,
- determine what is acceptable for site and what is not,
- inform customers of other sites that will accept their stewardship and large item materials.

The Contractor will instruct and assist customers on proper Transfer Station disposal protocol including proper separation of loads into garbage and recyclables waste streams.

The contractor will monitor the activities of the Waste Removal contractor to ensure compliance with the terms of the contract.

The contractor will monitor transfer station activity and will secure office and entrance gates and maintain the security system.

The complete work under this agreement shall be governed by the dictates of good solid waste management transfer station practices in accordance with the RDKB Solid Waste Management Plan.

2. The Contractor shall supply all licenses, permits, tools, equipment, labour, uniforms, and materials necessary and required to complete all the Work as specified.

The Contractor shall, within the first month of the agreement, or as soon as weather conditions allow provide a thorough cleanup of all transfer station areas including:

- (a) power washing interior of main transfer station building including floors, compactors;

- (b) complete litter collection on all RDKB transfer station property including the vehicle impound area;
- (e) each successive year of the agreement the above work described in section (a) will be performed twice yearly during the months of June and November.

#### **5.2.2 TRANSFER STATION CLEANING**

1. Minimum required cleaning schedule.

The Transfer Station must be attended to with all

Peak Periods:

- \* Christmas (Final two weeks of December to the end of the first two weeks in January)
- \* March/Spring Break (during the month of March)

The Transfer Station must be attended at least two times per day with the first service being performed before 10am and the final service must be performed after 4 pm.

Normal ski season:

- \* Any time that the ski hill is open other than the Christmas/March Break periods:

The Transfer Station must be serviced at least once per day

Off Season

- \* Any time during the year when the ski hill is not open:

The transfer station must be serviced at least four (4) times per week as needed. The facility must be monitored via the RDKB's on-line security camera network.

The RDKB may monitor compliance of contractor with the terms of the cleaning schedule and require that a check-in procedure be followed.

The RDKB reserves the right to adjust the cleaning schedule as is required.

1. The contractor will monitor the internet based video system and clean the transfer station any time that waste materials are left in inappropriate locations.
2. Ensure that all grounds and the interior of the Transfer Station are tidy and litter-free. Other general housekeeping duties as assigned by the supervisor.
3. All large items that either cannot fit into the compactors bins or must not be mixed with regular garbage or recyclables must be promptly removed to the Recycling, Public Information and Storage Building (old transfer station building) and stored out of site of facility users until the items can be safely removed. The contractor will be responsible for organizing the removal of these items in the most efficient and economical manner while in compliance with this Contract and all applicable local and provincial statutes.

#### **5.2.3 LITTER CONTROL**

The contractor will collect litter daily from the facility grounds and deposit the litter in the appropriate garbage or recycling compactor.

#### **5.2.4 PUBLIC ENQUIRES AND PUBLIC AND BUSINESS EDUCATION/TRAINING**

1. The Contractor will frequently be required to answer enquiries from the public on the operation of the compactors and the appropriate receptacles for various waste types and is expected to answer all questions in a professional, polite and accurate manner.

2. The Contractor will cooperate with RDKB staff to conduct training sessions as required during the preseason (November/December) instructing seasonal resort staff that use the facility and/or will be engaged in housekeeping, janitorial and other clean up duties on the following items as dictated by specific job duties; proper use of the facility, the compactors, proper separation of recyclable materials, where to deposit refundable beverage containers and current contact procedures and information.
3. The Contractor will distribute recycling and waste bins as required by the hauling contractor and other resort and residential facilities throughout the village of Big White.
4. The contractor will distribute educational materials as directed by the District.

#### **5.2.5 MONITORING OF OVERALL BIG WHITE SOLID WASTE MANAGEMENT PROGRAM**

The Contractor will monitor the overall solid waste management program within Big White Village including establishing adequate waste management equipment and frequency of collection for various facilities. This will entail liaising with system users, providing contact information receiving and recording complaints and forwarding this information to the District for remedial action.

#### **5.2.6 SNOW AND ICE REMOVAL AND ROADWAY MAINTENANCE**

1. It shall be the responsibility of the Contractor to monitor access roads to and from the Big White Transfer Station, ensuring that they are kept sufficiently free of snow so as to allow safe passage for both pedestrian and vehicular traffic. The Regional District of Kootenay Boundary is responsible for major snow clearing and will contract this work to Big White Resort or any other competent snow removal contractor as determined by the RDKB.
2. The Contractor shall remove snow from doorways and pedestrian pathways that cannot be reached by the snow removal contractor's snowplows.
3. The Contractor will be responsible for snow removal seven days per week should snow accumulate during weekends or holidays.
4. The Contractor shall be responsible for monitoring ice buildup and removing ice that impedes vehicle or pedestrian movement or creates unsafe conditions anywhere within the facility.

#### **5.2.7 BIG WHITE TRANSFER STATION BUILDINGS**

1. The following list of buildings and fenced compound, all located on the Big White Transfer Station Grounds, will be supplied at no rental to the contractor:
  - (a) Big White Transfer Station Main Building
  - (b) Recycling, Public Information and Storage Building (old transfer station building) hereinafter referred to as the "recycling building"
1. No rental shall apply to these buildings, however, the contractor will be responsible for all janitorial maintenance required to maintain the areas used by the contractor in a clean and tidy manner at all times. (The District will maintain fire insurance on the structures only). Structure or equipment repairs necessitated as a result of regular wear and tear, misuse or vandalism will be the District's responsibility.
2. The District may enter and view the buildings at any time and give notice to the Contractor to organize whatever repairs may be necessary.
3. The District shall be responsible for the structural maintenance related to the doors, walls, floors and roof, including painting. The Contractor will be responsible for regularly inspecting the buildings and informing the District when maintenance is required. After receiving approval for building maintenance from the District, the Contractor may be responsible for arranging maintenance and will be responsible for monitoring the work of any third party hired by the District to carry out any building maintenance.
4. From time to time, the District may make improvements, alterations or additions to the buildings after consultation or recommendations from the Contractor. After receiving approval for building improvements, alterations or additions from the District, the Contractor may be responsible for arranging improvements, alterations or additions and will be responsible for monitoring the work of any third party hired by the District to carry out any building improvements, alterations or additions.
5. No signs or notices shall be erected without the approval of the District.

6. These buildings shall not be sub-let or used for any other purpose than the operation and maintenance of the Big White Transfer Station.

#### **5.2.8 REFUNDABLE BEVERAGE CONTAINERS**

The Contractor will make every reasonable effort to ensure that refundable beverage containers are not mixed with regular garbage or recyclables. The RDKB has provided receptacles for the public to access. These bins may be used by the contractor. However the bins remain the property of the RDKB. Any material change to the bins, their surrounding or their location must be approved by the RDKB.

Should the Contractor seek a different collection regime, capital and installation costs associated with implementation will be the sole responsibility of the contractor.

All refundable beverage containers become the property of the Contractor who must transport them on a regular basis to the Encorp Pacific Depot of their choice.

The Contractor may organize with other Big White facilities, a separate refundable beverage container collection or drop-off program designed to effectively keep refundable beverage containers out of the regular garbage or recycling streams.

The RDKB may require that all materials handled by the Contractor as a result of this services contract must be reported annually to the RDKB.

#### **5.2.9 STEWARDSHIP MATERIAL**

The Contractor will make every reasonable effort to ensure that materials identified as Stewardship Materials are not mixed with regular garbage or recyclables. The Contractor will remove all Stewardship Materials to the recycling building. Costs associated with handling Stewardship Materials must be identified separately on the monthly invoice.

All materials handled by the Contractor as a result of this services contract must be reported annually to the RDKB.

## **Section 6 – INSURANCE REQUIREMENTS**

### **6.1 CONTRACTOR TO PROVIDE**

The Contractor shall procure and maintain, at its own expense and cost, the insurance policies listed in section 6.2, with limits no less than those shown in the respective items, unless in connection with the performance of some particular part of the Work or Services, the District advises in writing that it has determined that the exposure to liability justifies less limits. The insurance policy or policies shall be maintained continuously from commencement of the Work or Services until total completion of the Work or Services or such longer period as may be specified by the District.

### **6.2 INSURANCE**

As a minimum, the Contractor shall, without limiting its obligations or liabilities under any other contract with the District, procure and maintain, at its own expense and cost, the following insurance policies:

**6.2.1** WorkSafe BC Insurance covering all employees of Contractor engaged in the Work or Services in accordance with the statutory requirements of the province or territory having jurisdiction over such employees.

#### **6.2.2 Comprehensive General Liability Insurance**

- (i) providing for an inclusive limit of not less than \$2,000,000 for each occurrence or accident;
- (ii) providing for all sums which the Contractor shall become legally obligated to pay for damages because of bodily injury (including death at any time resulting there from) sustained by any person or persons or because of damage to or destruction of property caused by an occurrence or accident arising out of or related to the Work or Services or any operations carried on in connection with this Contract;
- (iii) including coverage for Contractor's Protective, Personal Injury, Contingent Employer's Liability, Broad Form Property Damage, and Non-Owned Automobile Liability.
- (iv) including a Cross Liability clause providing that the inclusion of more than one Insured shall not in any way affect the rights of any other Insured hereunder, in respect to any claim, demand, suit or judgment made against any other Insured.

**6.2.3** Automobile Liability Insurance covering all motor vehicles, owned, operated and used or to be used by the Contractor directly or indirectly in the performance of the Work or Services. The Limit of Liability shall not be less than \$2,000,000 inclusive, for loss or damage including personal injuries and death resulting from any one accident or occurrence.

**6.2.4** All Risks Insurance for loss of or damage to all Contractor's equipment, owned, leased or for which Contractor may otherwise be responsible and used or to be used in the performance of the Work. This insurance shall be for an amount not less than the replacement cost value of the equipment. In the event of loss or damage, Contractor shall if so requested by the District, forthwith replace such lost or damaged equipment. Such All Risks Insurance shall be endorsed to waive all rights of subrogation against the District.

### **6.3 THE DISTRICT NAMED AS ADDITIONAL INSURED**

The policies required by section 6.2.2 above shall provide that the District is named as an Additional Insured there under and that said policies are primary without any right of contribution from any insurance otherwise maintained by the District.

### **6.4 CONTRACTOR'S SUBCONTRACTORS**

The Contractor shall require each of its subcontractors to provide comparable insurance to that set forth under section 6.2.



**6.5 CERTIFICATES OF INSURANCE**

The Contractor agrees to submit Certificates of Insurance, for itself and for all of its subcontractors to the Director of Environmental Services of the District prior to commencing the Work or providing the Services. Such Certificates shall provide that 30 days' written notice shall be given to the Environmental Services Department of the District, prior to any material changes or cancellations of any such policy or policies.

**6.6 OTHER INSURANCE**

After reviewing the Contractor's Certificates of Insurance, the District may require other insurance or alterations to any applicable insurance policies in force during the period of this Contract and will give notifications of such requirement.

Where other insurances or alterations to any insurance policies in force are required by the District and result in increased insurance premium, such increased premium shall be at the Contractor's expense.

**6.7 ADDITIONAL INSURANCE**

The Contractor may take out such additional insurance, as it may consider necessary and desirable. All such additional insurance shall be at no expense to the District. The Contractor shall ensure that all of its subcontractors are informed of and comply with the District's requirements set out in this Appendix A.

**6.8 INSURANCE COMPANIES**

All insurance, which the Contractor is required to obtain with respect to this contract, shall be with insurance companies registered in and licensed to underwrite such insurance in the province of British Columbia.





**6.9 FAILURE TO PROVIDE**

If the Contractor fails to do all or anything which is required of it with regard to insurance, the District may do all that is necessary to affect and maintain such insurance, and any monies expended by the District shall be repayable by and recovered from the Contractor. The Contractor expressly authorizes the District to deduct from any monies owing the Contractor, any monies owing by the Contractor to the District.

**6.10 NON-PAYMENT OF LOSSES**

The failure or refusal to pay losses by any insurance company providing insurance on behalf of the Contractor or any subcontractor shall not be held to waive or release the Contractor or subcontractor from any of the provisions of the Insurance Requirements or this Contract, with respect to the liability of the Contractor otherwise. Any insurance deductible maintained by the Contractor or any subcontractor under any of the insurance policies is solely for their account and any such amount incurred by the District will be recovered from the Contractor as stated in section 6.9.

## APPENDIX 1 : CERTIFICATE OF INSURANCE

SUITE 100 – 1500 HARDY STREET, KELOWNA, B.C. V1Y 8H2 PHONE: (250) 860-2426 FAX: (250) 860-1213  
 TOLL FREE 1-800-670-1877 WEBSITE: www.capri.ca EMAIL: reception@capri.ca

May 15, 2012

Ridge Top Meat Pies  
 Neil Stuart o/a  
 P.O. Box 45110  
 Kelowna, BC V1P 1P3

Dear Neil:

Re: Policy No. RFC965 – Lloyds of London policy # RFC965

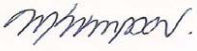
Further to our discussion, this letter will confirm we are able to add the operations as evidenced under the Region District of Kootenay Boundary contract for the operations and maintenance of Regional District of Kootenay Boundary Big White Transfer Station under the above noted policy and further confirm we are able to comply with the contract requirements.

The existing policy carries a commercial general liability limit of \$2,000,000. plus an excess limit of \$3,000,000.

We trust that you will find the above to be in order, however, if you have any questions, please do not hesitate to call.

Yours truly,

**CAPRI INSURANCE SERVICES LTD.**

  
 per:  
 Margo Simpson  
 Insurance Broker  
 \ms

CAPRI INSURANCE SERVICES LTD.  
 OFFICES IN KELOWNA, VERNON, KAMLOOPS, LAKE COUNTRY, WEST KELOWNA, PENTICTON

### **Appendix 3**

#### **Request for proposal: Big White Transfer Station July 1, 2012 – June 30, 2017**

##### **1.0 Introduction of Proponent:**

Mr. Neil Stuart has lived as a full time resident of the Big White Community for 8 years. During this time he successfully ran the Big White Transfer station for over 2 years. In this time he introduced and implemented a maintenance schedule for the doors & machinery. He has established a good working relationship with B.F.I, Supersave and the companies responsible for any work required on the equipment.

He has also provided educational material and held educational sessions for residents and care takers of the various chalets at Big White. He has a very close relationships and ties to the local community at Big White.

In 2010 he originated a detailed report that covered what the recycling achieved in regards to the management and recycling of hard waste and other recycling materials.

Neil is passionate about recycling and lowering the impact and destruction to the environment.

##### **Our Mission:**

- 1) To keep running costs and maintenance to a minimum for the Regional District and the tax payers.
- 2) To further the education of the community of Big White into recycling and programs available.
- 3) To maintain the transfer station in a proper manner.
- 4) To keep Solid Waste Program Coordinator fully advised as to the operations of the Transfer Station on a regular basis.
- 5) Use 2012/2013 season to inform public of future changes at the site.
- 6) Work closely with Tim Dueck/Solid Waste Program Coordinator with the view to fence off the transfer station or lock doors during night times and introduce fees at the site for all large items and stewardship materials.
- 7) Work with Tim Dueck/Solid Waste Program Coordinator with the view to introduce bins for metal and wood.
- 8) Along with daily drop through, the transfer station shall be manned to assist the public 2 hours a day during ski season, after lifts have closed for the day.

##### **2.0 Waste Station Layout:**

- 1) Old Fire Training building to be retained as sorting & recycling station for all cans, bottles and stewardship materials.

**2.1 Household and Large Garbage:**

- 1) To coordinate with Encorp, Planet Earth, Battery Doctors, Knox Metals, etc, for the removal of stewardship materials without associated cost to the District.
- 2) To consolidate and arrange for all non recyclable and household garbage items to be removed at the expense of the district. This will be done so as to incur the least expense.

**2.2 Unauthorised dumping.**

- 1) To notify District of all unauthorised dumping.
- 2) If possible to establish those responsible for dumping and report to District for further action.

**2.3 Site maintenance.**

- 1) Proponent shall remove & dispose all rubbish on surrounding land & on transfer floor on a daily basis.
- 2) Proponent shall sweep floors on daily basis. (Winter)
- 3) Proponent shall de-ice and remove snow when applicable on grounds on a daily basis.
- 4) Proponent shall insure doors are maintained & in good working order and perform minor repairs when needed. All door maintenance contracted out shall be the cost of the Regional District.
- 5) Proponent shall power wash the station before and after every ski season.
- 6) Proponent will be proactive in the maintenance of the doors & will carry out minor maintenance adjustments so that major maintenance will be kept to a minimum. Major maintenance to doors etc shall be contracted out and be the cost of the Regional District.

**2.4 Garbage Collection:**

- 1) Proponent shall be responsible for calling Supersave (RDKB Contractor) for pick up when bins are full.
- 2) Cost of bin removal shall be between RDKB and contractor of their choice.

**3.0 Security:**

- 1) Proponent shall monitor video surveillance for Illegal or Suspicious behaviour and report to District or police when necessary.
- 2) Proponent shall keep copies of surveillance for any incident reported.

**4.0 Pricing:** \*See attached invoice for example.

Date	Monthly payments	Yearly Total	Hourly Rate for unseen duties
July 1, 2012-June 30, 2013	\$2,000	\$24,000	\$25.00
July 1, 2013-June 30, 2014	\$2,100	\$25,200	\$26.00
July 1, 2014-June 30, 2015	\$2,200	\$26,400	\$27.00
July 1, 2015-June 30, 2016	\$2,300	\$27,600	\$28.00
July 1, 2016-June 30, 2017	\$2,400	\$28,800	\$29.00

**5.0: Account Restoration:**

Mr. Neil Stuart

Owner/Operator

Ridgetop Meat Pies

BN: 84966 0287 RT0001

PO Box 45110 Kelowna B.C.

B.C. Canada

V1P 1P3

250-878-1526

[ridgetopmeatpies@hotmail.com](mailto:ridgetopmeatpies@hotmail.com)

5150 Snowbird Way Big White

B.C Canada

V1P 1P3

**6.0 Insurance:**

- 1) Worksafe, Comprehensive General Liability, Automotive and All risk Insurance shall be taken out by Ridgetop Meat Pies with Capri Insurance. \*see attachment for example.
- 2) Proponent and/or employees are devoid of any personal, vehicle or property damage of customers or sub-contractors using the transfer station or surrounding grounds.

**7.0 District Communication:**

- 1) All communication with RDKB shall be done via Tim Dueck or the current Solid Waste Program Coordinator.
- 2) Weekly contact with RDKB shall be done either via phone or e-mails.
- 3) A daily log of transfer activities shall be kept by proponent and available upon request by RDKB.
- 4) A detailed report shall be handed in on June 30<sup>th</sup> every year for the work accomplished.

**7.1 Staff Uniform:**

- 1) Proponent and staff will wear uniforms supplied by Ridgetop Meat Pies.
- 2) Worksafe standards will be followed for uniforms. Eg. Steel cap boots, warm for winter, cool for summer etc.
- 3) Reflexive vest's shall be worn at all times by proponent, staff and any sub-contractors that work on-site.

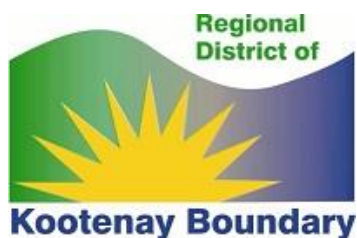
**7.2 List of Equipment:**

- Brooms
- Ice picks
- Shovels/snow Shovels
- Power washer
- Truck
- Quad with snow plough
- Multiple Bins and recycling bins
- Multiple Recycling stands and stations.

We would like to thank-you in advance for your time and consideration of this request for proposal.  
Regards

Neil Stuart

\*Attachments:        1) Sample of Invoice  
                              2) Insurance Documents



## STAFF REPORT

**Date:** 17 Feb 2017

**File**

ES - Solid Waste  
Administration

**To:** Chair Russell and Members,  
Committee of the Whole  
(Environmental Services)

**From:** Tim Dueck - Solid Waste Program  
Coordinator

**Re:** Solid Waste Collection Service Inter-  
Municipal Agreement

### Issue Introduction

A Staff Report from Tim Dueck - Solid Waste Program Coordinator regarding the inter-municipal agreement between the City of Grand Forks and the RDKB for the provision of curbside solid waste collection services.

### History/Background Factors

The RDKB and the City of Grand Forks have cooperated formally and informally in the delivery of solid waste collection services for City residents since the 1990s. In 2015 the parties formalized this arrangement to clarify the parties' rights and obligations. This agreement expires on June 30th, 2017.

Staff initiated an Invitation to Bid process to select a new contractor for this service. Arising from this process, staff have been directed by the RDKB Board of Directors to enter into a contract with Alpine Disposal for the service of collection of:

- \* Yard & Garden Waste
- \* Residuals (garbage) and,
- \* Green Bin/Organic Waste

The City of Grand Forks has approved this Agreement on February 27, 2017.

### Implications

The inter-municipal agreement will continue to clarify the rights and responsibilities of the parties in the provision of solid waste services for residents living in the Grand Forks Wasteshed.

**Advancement of Strategic Planning Goals**

The renewal of an inter-municipal agreement with the City of Grand Forks will allow us to continue to focus on partnerships that advance the interests of the Region, continue to focus on good management and governance, and continue to focus on partnerships that advance the interests of the Region.

**Background Information Provided**

\* Draft 2017 Garbage, Organics and Yard Waste Collection Agreement

**Alternatives**

1. That the Environmental Services Committee recommend the Board of Directors approve the Draft inter-municipal service agreement between the RDKB and the City of Grand Forks for the provision of curbside solid waste collection services.

**Recommendation(s)**

1. That the Environmental Services Committee recommend the Board of Directors approve the Draft inter-municipal service agreement between the RDKB and the City of Grand Forks for the provision of curbside solid waste collection services.



**GARBAGE, ORGANICS, and YARD WASTE COLLECTION AGREEMENT****(Solid Waste Collection Services)**

**THIS AGREEMENT** made as of the \_\_\_\_ day of \_\_\_\_\_, 2017

BETWEEN:

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 202-843 Rossland Avenue, Trail, BC V1R 4S8

(**"Regional District"**)

AND:

**CITY OF GRAND FORKS**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 7217 4th Street, Grand Forks, BC, V0H 1H0

(the **"City"**)

**WHEREAS:**

- A. The Regional District established a regional solid waste management service, pursuant to the Waste Collection Service Bylaw to service electoral areas within the jurisdiction of the Regional District of Kootenay Boundary and entered into an agreement with Alpine Disposal (the **"Contractor"**), for the provision of such services on behalf of the Regional District (the **"Contract"**);
- B. Pursuant to the Contract, the Contractor is also required to provide solid waste collection services to the City of Grand Forks;
- C. The City's receipt of solid waste collection services from the Regional District has, to date, been through an informal agreement with the Regional District;
- D. The Regional District wishes to provide to the City, and the City wishes to receive from the Regional District, continued waste collection services pursuant to the Contract and the parties wish to formalize the terms and conditions of such arrangement;
- E. The City and the Regional District wish to enter in this Agreement to record their respective rights and obligations with respect to the Regional District's provision of waste collection services and the City's receipt of such services, all in accordance with the terms and conditions set out in this Agreement.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the premises and of the sum of \$10.00 and other good and valuable consideration from one party to the other, the receipt and sufficiency of which is hereby acknowledged by both parties, the parties covenant and agree as follows:

**1. INTERPRETATION**

**1.1 Definitions**

In this Agreement:

- (a) **"Agreement"** means this agreement including the Schedule to this agreement, as amended from time to time by written agreement of the parties;
- (b) **"Commencement Date"** means July 1, 2017;
- (c) **"Contract"** means the agreement between the Regional District and the Contractor for the Contractor's provision of the Services, date of commencement is July 1, 2017;

- (d) **"Contractor"** means Alpine Disposal;
- (e) **"Monthly Fee"** has the meaning given in section 2.3;
- (f) **"Services"** means the Contractor's supply of all labour, materials, supervision, machines, tools, plant, equipment and any incidentals necessary for the Contractor to collect and remove:
  - (i) yard & garden waste, on a monthly basis, from March to November;
  - (ii) residual waste, on a weekly basis; and
  - (iii) organic waste, on a weekly basis;
- (g) **"Term"** means the term of years and months as set out in Section 2.2 of this Agreement;
- (h) **"Termination Date"** means June 30, 2022;
- (i) **"Unit"** means a unique residence receiving Services regardless of whether the residence is part of a larger complex containing multiple Units; and
- (j) **"Waste Collection Service Bylaw"** means the Regional District of Kootenay Boundary solid waste collection service establishment bylaw, no. 1605, as may be amended or replaced from time to time.

## 1.2 Headings

The division of this Agreement into sections and subsections and the insertion of the recitals and headings are for convenience of reference only and will not affect the construction or interpretation of the Agreement.

## 1.3 Currency

All transactions referred to in this Agreement will be made in lawful currency of Canada.

## 1.4 Singular, Plural, Gender and Person

Wherever in this Agreement the context so requires the singular number will include the plural number and vice versa and any gender used will be deemed to include the feminine, masculine or neuter gender.

## 1.5 Statutes

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

## 1.6 Schedules

The following attached schedules are incorporated in this Agreement and are deemed to be part of this Agreement:

Schedule A – Service Fee Schedule

## 2. SERVICE DELIVERY AND PAYMENT

### 2.1 Services

The Regional District will, at its cost, for the duration of the Term:

- (a) subject to section 1.1(f), deliver the Services to the City in accordance with this Agreement;
- (b) administer the Services with respect to managing the activities of the Contractor; and
- (c) assume the obligation of and administer all costs under the Contract.

## 2.2 Term

The term of this Agreement (the "**Term**") will commence on the Commencement Date and end on the Termination Date, subject to the following:

- (a) earlier termination in accordance with the terms of this Agreement; and
- (b) renewal or extension of the Term on such terms as the parties agree to in writing. If the parties agree to an extension of the Term, then:
  - (i) the parties will mutually agree on new terms under section 2.3;
  - (ii) all other terms and conditions of this Agreement not mutually amended will remain the same; and
  - (iii) the Term will be extended for the period(s) agreed to by the parties.
- (c) Terms which apply to the collection of Yard and Garden waste may be modified without affecting the Agreement as a whole. The parties may modify the terms of this service by mutual agreement by providing written notice (Section 8.1) prior to January 1<sup>st</sup> of the year of the intended services change.

## 2.3 Fees and Payment to Regional District

In consideration for the Regional District's delivery of the Services, the City will pay to the Regional District each month during the Term, an amount ("**Monthly Fee**") equal to that amount requested by the Regional District in the monthly invoices submitted under section 3.1.

## 2.4 Terms of Payment

The City's payment to the Regional District under section 2.3 will be made within fourteen (14) days of the City's receipt of the completed monthly invoice submitted by the Regional District in accordance with section 3.1.

## 3. INVOICING

### 3.1 Monthly Invoicing

The Regional District will, within 15 days after the end of each month during the Term, deliver to the City an invoice for the immediately preceding month which includes a statement of:

- (a) the number of Units receiving Services for the preceding month; and
- (b) the extended Unit costs as per Schedule A.

### 3.2 Unit Counts

The City will, no later May 1 of each year during the Term, deliver to the Regional District a Unit count report which includes, but is not limited to a count of all Units receiving Services.

### 3.3 Tax Remittance

The Regional District will be responsible for goods and services taxes and any other sales tax or similar tax required be collecting and remitting with respect to the delivery of the Services.

## 4. CITY'S OBLIGATIONS

### 4.1 City's Obligations

Notwithstanding any other provision herein, the City will at its cost, for the duration of the Term:

- (a) provide annual Unit counts to the Regional District on or before May 1 each year;

- (b) promptly provide all relevant information that may impact delivery of the Services within the City of Grand Forks including, but not limited to, planned road closures, emergency or other community-wide events and weather-related events; and
- (c) enact and support bylaws which describe the resident's obligations for receiving the Services.

## **5. REGIONAL DISTRICT'S OBLIGATIONS**

### **5.1 Control and Direction of Employees**

The Regional District acknowledges that the Regional District is responsible for the control and direction of the Services and the Contractor and the control and direction of the Regional District's employees.

### **5.2 Statutory and Other Payments**

The Regional District will be liable and responsible for payment to the proper authorities of all income tax payments, employment insurance premiums, WorkSafeBC premium, Canada Pension Plan contributions, Workers Compensation premiums and assessments, and all other employment expenses, statutory or otherwise in relation to the Services provided under this Agreement by the Regional District's employees and will require the Contractor to likewise be liable and responsible for such payment in respect of the Contractor's employees.

### **5.3 WorkSafeBC Compliance**

The Regional District will:

- (a) require the Contractor to comply with and conform to all health and safety laws, by-laws and regulations of the Province of British Columbia, including without limitation the *Workers Compensation Act* and Regulations pursuant thereto in delivering the Services;
- (b) without limiting the generality of any other indemnities granted by the Regional District in this Agreement, indemnify and save harmless the City from and against all claims, demands, causes of action, suits, losses, damages, costs, liabilities, expenses, judgements, penalties and proceedings (including all actual legal costs) which the City incurs, suffers or is put to arising out of or in any way related to unpaid assessments owing from any person or corporation engaged in the performance of this Agreement or arising out of or in any way related to the failure to observe safety rules, regulations and practices of the *Workers Compensation Act*, including penalties levied by the *Workers Compensation Act*. This indemnity will survive termination of the Agreement.

## **6. INDEMNIFICATION**

### **6.1 Indemnity by the Regional District**

The Regional District will indemnify and save harmless the City, its elected officials, officers, employees, servants and agents from and against any and all losses, claims, demands, damages, actions, causes of action, fines, penalties, liens, costs and expenses the City may sustain or incur at any time, either before or after the expiration or termination of this Agreement, arising directly or indirectly by reason of:

- (a) any breach of the Agreement by the Regional District, or any agent, employee, director or officer of the Regional District;
- (b) any act, omission, negligence, delay or misrepresentation by the Regional District, or those for whom the Regional District is responsible, in delivering the Services and observing and performing the obligations under this Agreement;
- (c) any personal injury (including death) or damage to property caused by the Regional District or those for whom the Regional District is responsible, in delivering the Services.

## **6.2 Indemnity by the City**

The City will indemnify and save harmless the Regional District, its elected officials, officers, employees, servants and agents from and against any and all losses, claims, demands, damages, actions, causes of action, fines, penalties, liens, costs and expenses the Regional District may sustain or incur at any time, either before or after the expiration or termination of this Agreement, arising directly or indirectly by reason of any breach of the Agreement by the City, or any agent, employee, director or officer of the City.

## **6.3 Survival**

The provisions of the indemnity in section 6.1 and 6.2 will survive termination of the Agreement.

# **7. SUSPENSION AND TERMINATION**

## **7.1 City's Right to Terminate**

The City may terminate this Agreement, in the event that the Regional District fails to perform any of its obligations under this Agreement and continues to be in default of its obligations for a period of 5 days after receipt of notice in writing of such failure from the City, immediately upon the expiry of such 5 day period unless the failure of default cannot be remedied within such period with reasonable diligence in which case this Agreement may be terminated by the City if the Regional District fails to diligently proceed to remedy the default.

## **7.2 Payment Upon Termination**

In the event the City gives notice of termination pursuant to section 7.1, the City will within 30 days of termination being effected, reconcile all records and books of account and pay to the Regional District any amounts owing to the Regional District under this Agreement for Services delivered up to and including the effective date of termination. For certainty, no amount will be owing by the City to the Regional District for any loss or damage of any kind whatsoever flowing from early termination or on account of lost profits relating to early termination.

## **7.3 Survival**

The provisions of termination in section 7.1 and 7.2 will survive termination of the Agreement.

## **7.4 Regional District's Right to Suspend or Terminate**

- (a) The Regional District may terminate this Agreement, in the event that the City fails to perform any of its obligations under this Agreement and continues to be in default of its obligations for a period of 5 days after receipt of notice in writing of such failure from the Regional District, immediately upon the expiry of such 5 day period unless the failure of default cannot be remedied within such period with reasonable diligence in which case this Agreement may be terminated by the Regional District if the City fails to diligently proceed to remedy the default.
- (b) The Regional District may suspend the delivery of the Services whenever the Regional District is unable to fulfill its obligations hereunder in respect of the delivery of such Services by reason of the Contractor's termination under the Contract, the Contractor's failure to provide the Services in accordance with the Contract, any labour dispute, law or regulation, landslides, floods, earthquakes, fires, washouts and any similar causes that prevent the Contractor from providing the Services or by reason of any other cause beyond the Regional District's reasonable control.
- (c) If the Regional District suspends the delivery of the Services under section (b) then the Regional District will be entitled to extend the time for fulfillment of its obligation by a time equal to the duration of the delay or restriction, as the case may be, provided however that if the delivery of the Services is delayed for a period of 20 Business Days or more, the Regional District may, without prejudice to any other right of remedy the Regional District may have, terminate the Agreement by giving the City written notice to that effect.

## 8. NOTICES

### 8.1 Notices

All notices, requests, documents, communications or tender of monies, ("**Notices**") required or permitted to be given under this Agreement will be validly given when delivered, faxed, emailed or mailed in British Columbia by prepaid registered post, as the case may be, to the party to which it is to be given as follows:

(a) If to the Regional District:

202-843 Rossland Avenue  
Trail, BC  
V1R 4S8  
Fax: 250-368-3990  
Email:

(b) If to the City:

7217 4th. Street  
Grand Forks, BC  
V0H 1H0  
Fax: 250-442-8000  
Email:

or at such other address as the party to whom the notice is sent may specify by notice given in accordance with the provisions of this section. The date of receipt of any Notice will be deemed to be the date of delivery if delivered by 4:30 pm on a Business Day in the place of the recipient, and if otherwise delivered, on the next Business Day following the date of such delivery. For clarity, "**Business Day**" means a day other than a Saturday, Sunday or statutory holiday in the Province of British Columbia or Canada.

## 9. GENERAL

- 9.1 Successors and Assigns.** This Agreement enures to the benefit of and binds the parties and their respective successors and permitted assigns.
- 9.2 Written Waivers.** No indulgence or forbearance by the City will be deemed to constitute a waiver of its rights to insist on performance in full and in a timely manner of all covenants of the Regional District and any such waiver must be in writing and signed by the City and then such waiver will only be effective in a specific instance and for the specific purpose for which it is given.
- 9.3 Further Assurances.** Each party will execute and deliver promptly all further documents and take all further action reasonably necessary or appropriate to give effect to the provisions of this Agreement.
- 9.4 Remedies Cumulative.** The rights and remedies under the Agreement are cumulative and are not in addition to and not in substitution for any other rights and remedies available at law or in equity or otherwise.
- 9.5 Amendment.** This Agreement may not be amended except by a written instrument signed by the Regional District and the City.
- 9.6 Entire Agreement.** This Agreement and all documents contemplated by or delivered under or in connection with this Agreement constitute the entire agreement between the parties and supersede all prior agreements, negotiations, discussions, undertakings, representations, warranties and understandings whether written or oral, express or implied, or otherwise.
- 9.7 Governing Law.** This Agreement and any dispute arising out of or in connection with this Agreement will be governed exclusively by and will be enforced, construed and interpreted exclusively in accordance with the

laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

- 9.8 Attornment.** The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.
- 9.9 Severability.** Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever such provision will be severed from this Agreement and will not affect the legality, validity or enforceability of the remainder of or any other provision of this Agreement.
- 9.10 Time of Essence.** Time will be of the essence of this Agreement.
- 9.11 No Derogation.** The parties acknowledge and agree that nothing contained or implied in this Agreement will be construed as limiting or prejudicing the rights and powers of the Regional District in the exercise of its functions pursuant to the *Local Government Act and the Community Charter, or any other right or power* under any public or private statutes, bylaws, orders or regulations, all of which may be fully exercised as if this Agreement had not been entered into.
- 9.12 Counterparts.** This Agreement may be executed by the parties in counterparts and may be executed and delivered by e-mail or fax and all such counterparts and e-mails and faxes together constitute one and the same agreement.
- 9.13 Survival.** All obligations of each of the parties which expressly or by their nature survive termination of expiration of this Agreement, will continue in full force and effect subsequent to and notwithstanding such termination or expiration or assignment and until they are satisfied or by their nature expire.
- 9.14 Assignment.** The Regional District will not assign or transfer this Agreement without the City's prior written consent, which consent may be unreasonably withheld.

**IN WITNESS WHEREOF** this Agreement has been executed and delivered by the parties as of the day and year first above written.

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**

**CITY OF GRAND FORKS**

Per: \_\_\_\_\_  
Authorized Signatory

Per: \_\_\_\_\_  
Authorized Signatory

Per: \_\_\_\_\_  
Authorized Signatory

Per: \_\_\_\_\_  
Authorized Signatory

**SCHEDULE A  
FEE SCHEDULE**

**July 1, 2017**

**Organics and Garbage Collection - \$83.35 per Unit per year**

**Yard and Garden Waste Collection - \$31.19 per Unit per Year**

The fees may be adjusted annually on July 1 according to the following formulae:

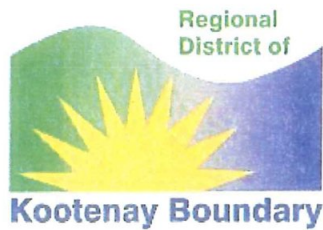
The percentage of the change in the CPI British Columbia Transportation Index for the period ending May 31<sup>st</sup>, times the extended Unit cost or previous year's price.

**Number of Units as at February 1, 2017 – 1,695**

The Unit count will be adjusted annually based on a May 1 City Unit count report and verified by the Regional District.



ITEM ATTACHMENT # b

**STAFF REPORT****Date:** 17 Feb 2017**File**ES - Solid Waste  
Administration**To:** Chair Russell and Members,  
Committee of the Whole  
(Environmental Services)**From:** Tim Dueck - Solid Waste Program  
Coordinator**Re:** Solid Waste Collection Service Inter-  
Municipal Agreement**Issue Introduction**

A Staff Report from Tim Dueck - Solid Waste Program Coordinator regarding the inter-municipal agreement between the City of Grand Forks and the RDKB for the provision of curbside solid waste collection services.

**History/Background Factors**

The RDKB and the City of Grand Forks have cooperated formally and informally in the delivery of solid waste collection services for City residents since the 1990s. In 2015 the parties formalized this arrangement to clarify the parties' rights and obligations. This agreement expires on June 30th, 2017.

Staff initiated an Invitation to Bid process to select a new contractor for this service. Arising from this process, staff have been directed by the RDKB Board of Directors to enter into a contract with Alpine Disposal for the service of collection of:

- \* Yard & Garden Waste
- \* Residuals (garbage) and,
- \* Green Bin/Organic Waste

The City of Grand Forks has approved this Agreement on February 27, 2017.

**Implications**

## ITEM ATTACHMENT # b

The inter-municipal agreement will continue to clarify the rights and responsibilities of the parties in the provision of solid waste services for residents living in the Grand Forks Wasteshed.

**Advancement of Strategic Planning Goals**

The renewal of an inter-municipal agreement with the City of Grand Forks will allow us to continue to focus on partnerships that advance the interests of the Region, continue to focus on good management and governance, and continue to focus on partnerships that advance the interests of the Region.

**Background Information Provided**

\* Draft 2017 Garbage, Organics and Yard Waste Collection Agreement

**Alternatives**

1. That the Environmental Services Committee recommend the Board of Directors approve the Draft inter-municipal service agreement between the RDKB and the City of Grand Forks for the provision of curbside solid waste collection services.

**Recommendation(s)**

1. That the Environmental Services Committee recommend the Board of Directors approve the Draft inter-municipal service agreement between the RDKB and the City of Grand Forks for the provision of curbside solid waste collection services.

## ITEM ATTACHMENT # b

## GARBAGE, ORGANICS, and YARD WASTE COLLECTION AGREEMENT

## (Solid Waste Collection Services)

THIS AGREEMENT made as of the \_\_\_\_ day of \_\_\_\_\_, 2017

## BETWEEN:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY, a municipal corporation pursuant to the *Local Government Act* and having its offices at 202-843 Rossland Avenue, Trail, BC V1R 4S8

("Regional District")

## AND:

CITY OF GRAND FORKS, a municipal corporation pursuant to the *Local Government Act* and having its offices at 7217 4th Street, Grand Forks, BC, V0H 1H0

(the "City")

## WHEREAS:

- A. The Regional District established a regional solid waste management service, pursuant to the Waste Collection Service Bylaw to service electoral areas within the jurisdiction of the Regional District of Kootenay Boundary and entered into an agreement with Alpine Disposal (the "Contractor"), for the provision of such services on behalf of the Regional District (the "Contract");
- B. Pursuant to the Contract, the Contractor is also required to provide solid waste collection services to the City of Grand Forks;
- C. The City's receipt of solid waste collection services from the Regional District has, to date, been through an informal agreement with the Regional District;
- D. The Regional District wishes to provide to the City, and the City wishes to receive from the Regional District, continued waste collection services pursuant to the Contract and the parties wish to formalize the terms and conditions of such arrangement;
- E. The City and the Regional District wish to enter in this Agreement to record their respective rights and obligations with respect to the Regional District's provision of waste collection services and the City's receipt of such services, all in accordance with the terms and conditions set out in this Agreement.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the premises and of the sum of \$10.00 and other good and valuable consideration from one party to the other, the receipt and sufficiency of which is hereby acknowledged by both parties, the parties covenant and agree as follows:

## 1. INTERPRETATION

## 1.1 Definitions

In this Agreement:

- (a) "Agreement" means this agreement including the Schedule to this agreement, as amended from time to time by written agreement of the parties;
- (b) "Commencement Date" means July 1, 2017;
- (c) "Contract" means the agreement between the Regional District and the Contractor for the Contractor's provision of the Services, date of commencement is July 1, 2017;

## ITEM ATTACHMENT # b

- (d) "Contractor" means Alpine Disposal;
- (e) "Monthly Fee" has the meaning given in section 2.3;
- (f) "Services" means the Contractor's supply of all labour, materials, supervision, machines, tools, plant, equipment and any incidentals necessary for the Contractor to collect and remove:
  - (i) yard & garden waste, on a monthly basis, from March to November;
  - (ii) residual waste, on a weekly basis; and
  - (iii) organic waste, on a weekly basis;
- (g) "Term" means the term of years and months as set out in Section 2.2 of this Agreement;
- (h) "Termination Date" means June 30, 2022;
- (i) "Unit" means a unique residence receiving Services regardless of whether the residence is part of a larger complex containing multiple Units; and
- (j) "Waste Collection Service Bylaw" means the Regional District of Kootenay Boundary solid waste collection service establishment bylaw, no. 1605, as may be amended or replaced from time to time.

**1.2 Headings**

The division of this Agreement into sections and subsections and the insertion of the recitals and headings are for convenience of reference only and will not affect the construction or interpretation of the Agreement.

**1.3 Currency**

All transactions referred to in this Agreement will be made in lawful currency of Canada.

**1.4 Singular, Plural, Gender and Person**

Wherever in this Agreement the context so requires the singular number will include the plural number and vice versa and any gender used will be deemed to include the feminine, masculine or neuter gender.

**1.5 Statutes**

Each reference to a statute is deemed to be reference to that statute and to the regulations made under that statute as amended or re-enacted from time to time.

**1.6 Schedules**

The following attached schedules are incorporated in this Agreement and are deemed to be part of this Agreement:

Schedule A – Service Fee Schedule

**2. SERVICE DELIVERY AND PAYMENT****2.1 Services**

The Regional District will, at its cost, for the duration of the Term:

- (a) subject to section 1.1(f), deliver the Services to the City in accordance with this Agreement;
- (b) administer the Services with respect to managing the activities of the Contractor; and
- (c) assume the obligation of and administer all costs under the Contract.

## ITEM ATTACHMENT # b

**2.2 Term**

The term of this Agreement (the "Term") will commence on the Commencement Date and end on the Termination Date, subject to the following:

- (a) earlier termination in accordance with the terms of this Agreement; and
- (b) renewal or extension of the Term on such terms as the parties agree to in writing. If the parties agree to an extension of the Term, then:
  - (i) the parties will mutually agree on new terms under section 2.3;
  - (ii) all other terms and conditions of this Agreement not mutually amended will remain the same; and
  - (iii) the Term will be extended for the period(s) agreed to by the parties.
- (c) Terms which apply to the collection of Yard and Garden waste may be modified without affecting the Agreement as a whole. The parties may modify the terms of this service by mutual agreement by providing written notice (Section 8.1) prior to January 1<sup>st</sup> of the year of the intended services change.

**2.3 Fees and Payment to Regional District**

In consideration for the Regional District's delivery of the Services, the City will pay to the Regional District each month during the Term, an amount ("Monthly Fee") equal to that amount requested by the Regional District in the monthly invoices submitted under section 3.1.

**2.4 Terms of Payment**

The City's payment to the Regional District under section 2.3 will be made within fourteen (14) days of the City's receipt of the completed monthly invoice submitted by the Regional District in accordance with section 3.1.

**3. INVOICING****3.1 Monthly Invoicing**

The Regional District will, within 15 days after the end of each month during the Term, deliver to the City an invoice for the immediately preceding month which includes a statement of:

- (a) the number of Units receiving Services for the preceding month; and
- (b) the extended Unit costs as per Schedule A.

**3.2 Unit Counts**

The City will, no later May 1 of each year during the Term, deliver to the Regional District a Unit count report which includes, but is not limited to a count of all Units receiving Services.

**3.3 Tax Remittance**

The Regional District will be responsible for goods and services taxes and any other sales tax or similar tax required be collecting and remitting with respect to the delivery of the Services.

**4. CITY'S OBLIGATIONS****4.1 City's Obligations**

Notwithstanding any other provision herein, the City will at its cost, for the duration of the Term:

- (a) provide annual Unit counts to the Regional District on or before May 1 each year;



## ITEM ATTACHMENT # b

- (b) promptly provide all relevant information that may impact delivery of the Services within the City of Grand Forks including, but not limited to, planned road closures, emergency or other community-wide events and weather-related events; and
- (c) enact and support bylaws which describe the resident's obligations for receiving the Services.

## 5. REGIONAL DISTRICT'S OBLIGATIONS

### 5.1 Control and Direction of Employees

The Regional District acknowledges that the Regional District is responsible for the control and direction of the Services and the Contractor and the control and direction of the Regional District's employees.

### 5.2 Statutory and Other Payments

The Regional District will be liable and responsible for payment to the proper authorities of all income tax payments, employment insurance premiums, WorkSafeBC premium, Canada Pension Plan contributions, Workers Compensation premiums and assessments, and all other employment expenses, statutory or otherwise in relation to the Services provided under this Agreement by the Regional District's employees and will require the Contractor to likewise be liable and responsible for such payment in respect of the Contractor's employees.

### 5.3 WorkSafeBC Compliance

The Regional District will:

- (a) require the Contractor to comply with and conform to all health and safety laws, by-laws and regulations of the Province of British Columbia, including without limitation the *Workers Compensation Act* and Regulations pursuant thereto in delivering the Services;
- (b) without limiting the generality of any other indemnities granted by the Regional District in this Agreement, indemnify and save harmless the City from and against all claims, demands, causes of action, suits, losses, damages, costs, liabilities, expenses, judgements, penalties and proceedings (including all actual legal costs) which the City incurs, suffers or is put to arising out of or in any way related to unpaid assessments owing from any person or corporation engaged in the performance of this Agreement or arising out of or in any way related to the failure to observe safety rules, regulations and practices of the *Workers Compensation Act*, including penalties levied by the *Workers Compensation Act*. This indemnity will survive termination of the Agreement.

## 6. INDEMNIFICATION

### 6.1 Indemnity by the Regional District

The Regional District will indemnify and save harmless the City, its elected officials, officers, employees, servants and agents from and against any and all losses, claims, demands, damages, actions, causes of action, fines, penalties, liens, costs and expenses the City may sustain or incur at any time, either before or after the expiration or termination of this Agreement, arising directly or indirectly by reason of:

- (a) any breach of the Agreement by the Regional District, or any agent, employee, director or officer of the Regional District;
- (b) any act, omission, negligence, delay or misrepresentation by the Regional District, or those for whom the Regional District is responsible, in delivering the Services and observing and performing the obligations under this Agreement;
- (c) any personal injury (including death) or damage to property caused by the Regional District or those for whom the Regional District is responsible, in delivering the Services.

## ITEM ATTACHMENT # b

**6.2 Indemnity by the City**

The City will indemnify and save harmless the Regional District, its elected officials, officers, employees, servants and agents from and against any and all losses, claims, demands, damages, actions, causes of action, fines, penalties, liens, costs and expenses the Regional District may sustain or incur at any time, either before or after the expiration or termination of this Agreement, arising directly or indirectly by reason of any breach of the Agreement by the City, or any agent, employee, director or officer of the City.

**6.3 Survival**

The provisions of the indemnity in section 6.1 and 6.2 will survive termination of the Agreement.

**7. SUSPENSION AND TERMINATION****7.1 City's Right to Terminate**

The City may terminate this Agreement, in the event that the Regional District fails to perform any of its obligations under this Agreement and continues to be in default of its obligations for a period of 5 days after receipt of notice in writing of such failure from the City, immediately upon the expiry of such 5 day period unless the failure of default cannot be remedied within such period with reasonable diligence in which case this Agreement may be terminated by the City if the Regional District fails to diligently proceed to remedy the default.

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## ITEM ATTACHMENT # b

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## ITEM ATTACHMENT # b

laws of British Columbia and the laws of Canada applicable in British Columbia which will be deemed to be the proper law of this Agreement.

- 9.8 Attornment.** The parties agree to submit to and hereby attorn to the exclusive jurisdiction of the courts of the Province of British Columbia for any action arising out of or in connection with this Agreement.
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- 9.14 Assignment.** The Regional District will not assign or transfer this Agreement without the City's prior written consent, which consent may be unreasonably withheld.

IN WITNESS WHEREOF this Agreement has been executed and delivered by the parties as of the day and year first above written.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

CITY OF GRAND FORKS

Per: \_\_\_\_\_  
Authorized Signatory

Per: \_\_\_\_\_  
Authorized Signatory

Per: \_\_\_\_\_  
Authorized Signatory

Per: \_\_\_\_\_  
Authorized Signatory

ITEM ATTACHMENT # b

SCHEDULE A  
FEE SCHEDULE

July 1, 2017

Organics and Garbage Collection - \$83.35 per Unit per year

Yard and Garden Waste Collection - \$31.19 per Unit per Year

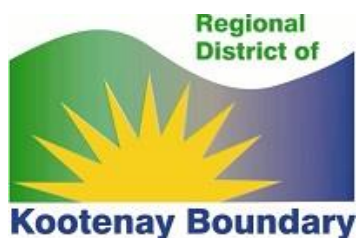
The fees may be adjusted annually on July 1 according to the following formulae:

The percentage of the change in the CPI British Columbia Transportation Index for the period ending May 31<sup>st</sup>, times the extended Unit cost or previous year's price.

Number of Units as at February 1, 2017 – 1,695

The Unit count will be adjusted annually based on a May 1 City Unit count report and verified by the Regional District.

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## STAFF REPORT

**Date:** 10 Mar 2017 **File**  
**To:** **Chair Martin and Members,**  
**Committee of the Whole**  
**(Finance)**  
**From:** Beth Burget, General Manager of  
 Finance  
**Re:** Committee Terms of Reference

### Issue Introduction

A staff report from Beth Burget, General Manager of Finance, presenting updated Committee of the Whole (Finance) Terms of Reference.

### History/Background Factors

The Committee Terms of Reference was provided at the February 16, 2017 Committee meeting and has been updated with changes as requested by the Committee. Direction was provided to delete the following item as it does not align with the current RDKB budgeting process:

"Review and establish annual goals for the requisition increases to be accommodated within the financial plan."

### Implications

Terms of Reference sets parameters of the Committee.

### Advancement of Strategic Planning Goals

Review of processes is a component of good governance.

### Background Information Provided

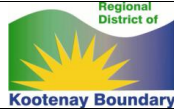
Committee Terms of Reference

**Alternatives**

1. Receipt
2. Deferral
3. Approval

**Recommendation(s)**

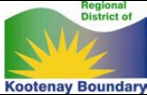
That the Committee of the Whole (Finance) approve the updated Committee Terms of Reference.



## Committee Terms of Reference

### Committee of the Whole (Finance)

Effective Date:	February 23, 2012
Review:	Annually
Revised:	<u>March 15, 2017</u>
The Finance Committee shall provide a forum for the discussion of issues, and where necessary, development of recommendations related to finance, and the financial management of the Regional District.	
Members:	The committee shall be a Committee of the Whole. The Chair of the <u>Committee of the Whole (Finance) Committee</u> shall be named by the Board Chair. The Vice-Chair shall be elected by the Committee.
Staff:	The Chief Administrative Officer, <del>Manager Director</del> of Corporate Administration and <del>General Manager</del> Director of Finance shall be responsible for providing policy advice and recommendations, together with necessary background information for the Committee's consideration.
Duties:	<p>Review, comment on and make recommendations, with or without amendment, of the following Five Year Financial Plans:</p> <ul style="list-style-type: none"> <li>❖ General Government Services (001)</li> <li>❖ MFA Debenture Debt (001 MFA)</li> <li>❖ Building and Plumbing Inspection (004)</li> <li>❖ Reserve for Feasibility Studies (00<u>6</u>8)</li> </ul> <p>Review and comment on the findings of the annual audit, including the management letter, and provide recommendations to the Board.</p> <p><del>Review and establish annual goals for the requisition increases to be accommodated within the financial plan.</del></p> <p>Review, comment on and develop financial policies that govern the overall financial management of the Regional District.</p> <p>Review and recommend approval of the overall financial plan, while respecting the jurisdiction and authority of the service stakeholders.</p> <p>Meet at least four times per year.</p> <p>Quorum shall be the majority of the Committee.</p> <p>Minutes of meetings shall be kept by RDKB staff and approved by the Committee.</p> <p>The Chair is at the pleasure of the Board Chair.</p>

	
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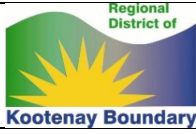
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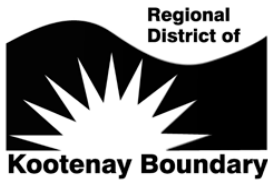
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## Electoral Area Services Committee Staff Report

Prepared for meeting of March 2017

Development Variance Permit			
<b>Owners:</b> Keith Lawrence and Sarah Kabatoff		<b>File No:</b> C-269-00210.110	
<b>Location:</b> 305 2 <sup>nd</sup> Avenue, Electoral Area 'C'/Christina Lake			
<b>Legal Description:</b> Lot 1, DL 269, SDYD, Plan KAP72739		<b>Area:</b> 1.01 hectares (2.5 acres)	
<b>OCP Designation:</b> Rural Residential	<b>Zoning:</b> Rural Residential 3	<b>ALR status:</b> Entirely In	<b>DP Area:</b> No
<b>Report Prepared by:</b> Ken Gobeil, Planner			

### ISSUE INTRODUCTION

Keith Lawrence and Sarah Kabatoff have applied for a Development Variance Permit to increase the maximum allowable height for an accessory building on the subject parcel (*see Site Location Map, Subject Property Map, and Applicant's Submission*).

### HISTORY / BACKGROUND FACTORS

The subject property is located at 305 2<sup>nd</sup> Avenue, Christina Lake. The property is designated as 'Rural Residential' in the Electoral Area 'C'/Christina Lake OCP Bylaw 1020, 2001 and zoned 'Rural Residential 3' (R3) in the Electoral Area 'C'/Christina Lake Zoning Bylaw 1300, 2007.

The subject property is within the ALR. The subject property, which is triangular in shape, is adjacent to the Christina Lake Golf and Country Club on the south and west. On the north is Cascade Golf Course and to the east of this parcel is a private residence.

Access to the Subject Property is through the golf course. 2<sup>nd</sup> avenue currently deviates from the existing road allowance and utilizes golf course property.

### PROPOSAL



The applicants wish to construct an accessory building with a proposed height of 10 metres, which would exceed the maximum allowable height by 5.4 metres.

The building is proposed to be plumbed with its own separate septic system.

The requested variance is as follows:

- Increase the maximum allowable height from 4.6m to 10m

## IMPLICATIONS

In considering applications for Development Variance Permits, the RDKB generally considers whether the proposed variance will:

- a) Resolve a hardship;
- b) Improve the development;
- c) Cause negative impacts to the neighbouring properties.

In response to these the applicant has provided the following points:

- a) The requested variance is necessary to resolve their hardship of finding and paying for covered storage off-site.
- b) The requested variance will improve the development by maintaining the same roof pitch as the existing residence on the property.
- c) The requested variance will not cause negative impacts on neighbouring properties because the elevation change and existing vegetation on the subject property will help hide this new structure. This structure is not anticipated to block any views from other properties.

The *Applicant's Submission* regarding this development also included mention of a proposed separate septic field. The owner is required to use the services of a qualified practitioner for installation of the septic system.

The Ministry of Transportation and Infrastructure (MOTI) is responsible for providing legal and physical access to roads.

Potential negative impacts to neighbouring properties, if any, may be limited to the parcel to the east. However, all adjacent property owners will be notified of the proposed Development Variance Permit and given the opportunity to provide comments or express concerns. In order for this application to be heard at the March 21, 2017 Board Meeting, notifications were sent March 10, 2017.

## ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C' / Christina Lake Advisory Planning Commission supported the subject referral.

**RECOMMENDATION**

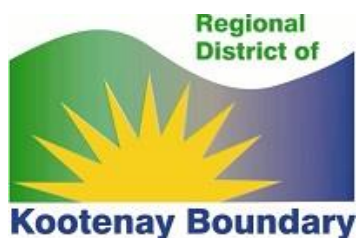
That the Development Variance Permit application submitted by Keith Lawrence, to allow for an accessory building height variance of 5.4m (from 4.6m to 10.0m) to construct an accessory building on the property legally described as Lot 1, DL 269, KAP72739, SDYD, Electoral Area 'C'/Christina Lake, be presented to the Regional District of Kootenay Boundary Board for consideration, with a recommendation of support.

**ATTACHMENTS:**

*Site Location Map*

*Subject Property Map*

*Applicant's Submission*

**STAFF REPORT**

**Date:** 09 Feb 2017 **File**

**To:** **Chair Ali Grieve and Members of the Regional District Kootenay Boundary East End Services Committee**

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

**Re:** Mutual Aid Fire Protection Agreement with the City of Castlegar

**Issue Introduction**

A staff report from Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator presenting and updated mutual aid fire protection agreement between the Regional District of Kootenay Boundary (RDKB) and the City of Castlegar.

**History/Background Factors**

The current mutual aid agreement between the RDKB and the City of Castlegar expired in 2013. The agreement provides both parties with an opportunity to call upon the other's fire protection resources during extraordinary events that may require a greater response than either party is capable of mounting on its own. Such agreements are typically utilized to provide the parties to the agreement with the legal authority to enter into and operate within each other's jurisdiction. Staff from the RDKB and City of Castlegar has reviewed the updated mutual aid fire protection agreement and endorse the terms and conditions.

**Implications**

n/a

**Advancement of Strategic Planning Goals**

This agreement provides our neighboring communities mutual aid in situations of emergency, where it is reasonable to do so at minimal cost. Advancing the RDKB's strategic goal to provide exceptional cost effective and efficient services – ensuring responsible and proactive funding for core services.

**Background Information Provided**

n/a

**Alternatives**

1. That the Staff Report be received for information purposes.
2. That the East End Services Committee recommend to the Regional District of Kootenay Boundary Board of Directors that it authorize the RDKB signatories to sign and enter into the 2017 Mutual Aid Fire Protection Agreement with the City of Castlegar.
3. That the East End Services Committee provides staff with direction on other options to consider.

**Recommendation(s)**

That the staff report from Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator presenting and updated mutual aid fire protection agreement between the Regional District of Kootenay Boundary (RDKB) and the City of Castlegar be received. And further that the East End Services Committee recommend to the Regional District of Kootenay Boundary Board of Directors that it authorize the RDKB signatories to sign and enter into the 2017 Mutual Aid Fire Protection Agreement with the City of Castlegar.

THIS AGREEMENT made this \_\_\_\_\_ of \_\_\_\_\_, 2016

BETWEEN: REGIONAL DISTRICT OF KOOTENAY BOUNDARY

#202 - 843 Rossland venue  
Trail BC V1R 4S8 (the "RDKB")

AND: CITY OF CASTLEGAR  
460 Columbia Avenue  
Castlegar BC V1N 1G7 (the "City")

WHEREAS, the RDKB and the City are restricted to specific areas within which their fire protection responsibilities apply;

AND WHEREAS, it is possible that an emergency may occur where a major fire or other emergency in a specific fire protection area may require firefighting equipment or manpower beyond what is available within that specific fire protection area;

AND WHEREAS, the RDKB has authority under Subsection 332 (5) of the Local Government Act to enter into mutual aid agreements respecting the use of firefighting and assistance response equipment and personnel in fire suppression and assistance response inside or outside their service area;

AND WHEREAS the City has authority under Section 13 of the Community Charter to provide a service outside the municipality, with the consent of the other local government;

NOW THEREFORE, the City and the RDKB agree as follows:

#### A. AGREEMENT REVIEW

1. The Fire Chiefs of both the RDKB and the City agree to review this agreement on a regular basis.
2. Any changes to this agreement shall be mutually agreed upon by both parties.
3. If in the course of this agreement, should either party take exception to any existing policy or if any proposed decision fails to receive the support of both parties, then either party may initiate notice of intention to terminate under clause D-5.

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**B. RESPONSE PROCEDURE**

1. Operational Guidelines shall be prepared by and for both parties showing the conditions and procedures for initiating and responding to a request for assistance.
2. Neither party is considered to be unconditionally obligated to make a response of assistance under this agreement. All decisions to respond by the requested department will be based upon the requirements of that department at the time of the request with regards to equipment/manpower availability, commitments at the time of the request, etc.

**C. AUTHORITY AND COSTS**

1. The Fire Chief or Officer-in-Charge of their department requesting assistance in dealing with the emergency, under this agreement, shall be responsible for coordinating operations with the Fire Chief or Officer-in Charge of the responding department, who will then direct his personnel in lending assistance.
2. The Fire Chief or Officer-in-Charge of the responding department lending mutual aid assistance, under this agreement, has sole discretion to return all personnel and equipment to their original jurisdiction should it be required there.
3. a) Except as specifically provided for in subsection "b", there shall be no compensation sought or payment made for any response provided under the terms of this agreement.  
 b) Where any fire department is attending a fire within a specific contracted area of that department, any fire department responding to any request for assistance from the contracting department shall be paid for all personnel and equipment at the same rates as the contracting department is entitled to receive while attending an emergency under that contract, except that the total remuneration paid shall not exceed the total amount that the contracting department is entitled to be paid for attending that emergency under contract.  
 c) Section "b" above does not apply to special protection agreement areas.

**D. GENERAL CONDITIONS**

1. The City and the RDKB shall ensure that their respective firefighting equipment meets minimum standards as established by the Fire Underwriters' Survey.
2. The City and the RDKB shall provide, maintain and pay for the following insurance:
  - a) Commercial General Liability Insurance protecting the fire department, its employees and volunteers against damages arising

- 3

from personal injury (including death) and from claims for property damage which may arise directly or indirectly out of the operations of that covers the fire department, its employees and volunteers. Such insurance shall be for an adequate amount acceptable to the parties acting reasonably, and shall include a standard form of cross-liability clause. The policy of insurance shall cover all liability arising out of completed operations, contingent employer's liability and liability assumed by the fire department under and applicable to this agreement.

- b) Automobile insurance on the owned or leased vehicles of both parties shall protect the parties and each of them against damages arising from bodily injury (including death) and from claims of property damage arising out of their use in the operations of the fire departments. Such insurance shall be for an adequate amount acceptable to the parties acting reasonably, and shall apply to any accident resulting from a response made under this agreement.
- 3. Each of the parties to this agreement shall provide and maintain WorkSafe BC coverage on their respective personnel, and whether such personnel are dealing with an emergency inside or outside their normal areas of responsibility or, in particular, pursuant to this agreement
- 4. Each of the parties covenants to indemnify save harmless the other party to this agreement of and from any claims, demand or actions which may arise hereafter as a result of that party's operations while providing assistance under this agreement
- 5. This agreement shall terminate five (5) years from the date of signature or by any party providing the other party with ninety (90) days written notice of termination.
- 6. Any notice required to be given to a party under this agreement shall be deemed to have been given to and received by that party if delivered to that party or sent by registered mail or by telecopier and addressed as follows:

**Regional District of Kootenay Boundary**  
**#202- 843 Rossland Avenue**  
**Trail BC V1R 4S8**  
**Fax: 1-250-364-3990**

**City of Castlegar**  
**460 Columbia Avenue**  
**Castlegar BC V1N 1G7**  
**Fax: 1-250-365-4810**

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IN WITNESS WHEREOF the parties have hereunto affixed their seals the day and year first above written.

THE CORPORATE SEAL OF  
THE REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Manager of Corporate Administration

THE CORPORATE SEAL OF  
THE CITY OF CASTLEGAR

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Corporate Services



**COLUMBIA RIVER TREATY LOCAL GOVERNMENT COMMITTEE STRATEGIC PLANNING****MARCH 9, 2017, CASTLEGAR B.C.**

This strategic planning meeting was attended by members of the CRTLGC meeting and honorable guests who were present for over half of the day.

Representatives from the Province included Kathy Eichenberger, and Brooke McMurchy of Ministry of Energy and Mines. Columbia Basin Trust CEO Jonny Strileff, BC Hydro - Darren Sherbot, Dr. Richard Paisley- Law Professor and Director of International Transboundary Water Treaties. By phone in Ottawa we were joined by Greg Lermeyer and Stephen Gluck of Global Affairs Canada.

When asked where the CRTLGC committee stands in the negotiation process, Kathy opened with the information that when it comes to the International negotiations, constitutionally Canadian Global Affairs is in the lead, assisted by the Province. the CRTLGC are on the peripheral. Greg Lermeyer advised that the govt. needs a Mandate with high level points and overarching language before they can proceed at this point. He assured the Committee that "The govt. of Canada states that there will be No daylight between Canada and the Provinces position on the Columbia River Treaty" He continued with the information that "continued negotiations with First Nations assisted by Ken Warren are ongoing and that all First Nations involved have started to work together. They want to strengthen their relationship with Global Affairs." Greg also stated that the statement made by Chair Kozak during the meeting she and Vice Chair Hamling had on their recent trip to Ottawa resonated loud and clear with the Federal Govt. that being, "What is good for the people of the Basin is good for Canada" He reiterated that this is what they the govt. is following.

As for the timing of the possible negotiation to start. Greg stated that "It is impossible to say, as there is much out the Canada's control. It depends on the U.S. The overarching challenge is trying to figure out a larger question which is "what our relationship with the U.S. looks like at this time" Currently other large issues like NAFTA are taking precedent in the new administration. The current appointed negotiations, Canadian and American, could change with new administration and elections.

As for Collaborative modelling, Brian Doherty of the US as negotiator, has been trying to look at operating scenarios that would meet the recommendation of the US state department since 2015. Invitations were extended for BC/Canada to participate in these sessions.

Kathy said that it was a good idea so they formed a small technical group which has grown into a larger technical policy group of First Nations, and Federal and Provincial Government of B.C., B.C. Hydro and the Upper Columbia Basin Environmental Collaborative. Currently Canada is Co Chairing this technical group on our side of the border. The current focus is on Ecosystem Objectives and performance measures. The process is in its infancy but is being used to dig deeper into what is needed in the negotiation process. Greg states that this process is collaborative but not necessarily underscoring how everyone is feeling. With the large number of players in the US it will take us some time to understand their processes more clearly.

Kathy stated that they are investigating a more stable mid Arrow level to try to understand if there is more intense study needed. The consultants are working to address all of the comments received by Columbia Regional Advisory Committee (CBRAC), and the public. They are looking at variations of the proposal but so far it shows potential values regarding riparian habitat, fish and reservoir levels. An Ecosystems based function workshop is being put together with Bill Green of Canadian Columbia River Intertribal Fisheries Commission, with First Nations, Federal and Provincial Departments and other experts, for information.

Chair Kozak mentioned that "early on the Basin was told that they would take the lead on process with the Treaty, and now we learn that Federal Govt. is in charge, what happened there?" Stephen Gluck of Global Affairs answered. "Under the Law, Global Affairs is in charge of International Treaties, therefore they will inform Cabinet what will be agreed upon. The Govt. of Canada does seem to play a larger role. BC was left to review it, but once it became more REAL the Fed. Govt. is obligated under the law to do its due diligence. The most natural way to do this would obviously be for the Province to be part of the Canada negotiation team." Kathy said "the Province is comfortable with this." Stephen stated that Mr. Trudeau's govt. had five points to their Mandate, three of them that are relevant to the CRT negotiations are Rebuilding US relations, Recognizing First Nations and strengthening collaboration between the Federal Govt. and Province.

Mr. Andrew Leslie took over Pamela Goldsmith Jones position in Ottawa as Parliamentary Secretary for Foreign Affairs and was tasked with supporting the whole US/Canada file which includes building relationships with the US. Mr. Leslie is a former General in the Canadian military and has keen knowledge of the Army Corp of Engineers and how they work. When asked if Canada would link any issues with the US to soften them for tradeoffs, Mr. Gluck answered that they intend to deal with them separately as it could override the Columbia River Treaty issue.

Mr. Straileff, CEO of Columbia Basin Trust (CBT) stated "The Trust will continue supporting the work that is being done by the CRTLC in the near term. For the longer term, they have

been looking at the relationship between CRTLGC and CBRAC and how they are progressing and as long as they are not taking on the same body of work, they will remain supported." Kathy and Deb both spoke to this and informed Mr. Straileff that these were two separate bodies of Committees, that they fill separate gaps and levels of information and knowledge. Karen Hamling mentioned that CRTLGC members are more in depth in knowledge about the CRT than CBRAC members would ever be. Deb informed that CRTLGC members are knowledgeable and resilient and a direct Political body lifeline to be able to feed the Province and influence any decision on the CRT. CBRAC is a mix of a small number CRTLGC members as appointed by their Regional Districts, but mainly consist of members of the Public, who have first hand knowledge of what the issues are "on the ground with real life experiences of what the impacts of the dams and CRT are and have been" Also on this committee are experts in Hydro System operators in the Basin.

Mr. Straileff stated that the Trust feels that the CRTLGC is a model for the Trust, it is invaluable as it speaks for the Basin and its residents.

Darren Sherbot of BC Hydro proceeded with some information and question period. He mentioned that CRT is the whole "tool box" picture when it comes to management of the Basin Dams. Non Treaty Storage Agreement is a small portion or tool, and the Libby Coordination Agreement now being called the Libby Short-term Agreement, know as "Stella"- is the smallest. The operations at Libby Dam and Kookanusa reap storage benefits and fish benefits in the U.S. This smallest of the agreements has no Water Use Plan attached to it and stimulates approx. 6m dollars of benefits per year. The first Agreement here in 2000 resulted in less power benefits of the Kootenay system to B.C. Hydro. A "gentlemens agreement" was struck and came up with 6m per year amount with an expiration date of 2024 which coincides with the Treaty. Three years later a more restricted regime was required by the U.S. courts for mitigating fish restoration in the U.S. which affected Kootenay Lake flood risk. There were more power benefits lost. In 2015 Stella was struck which addresses a portion of the power benefits lost due to the increased flows over the Libby Dam.

Kathy mentioned that we haven't had a say in the flooding and fish etc. impacts in B.C. We need this going forward for any changing and trade-offs in these agreements.

The question was asked, "With no Water Use Plan (WUP) on Kookanusa can there be any say by Canada for water levels? The answer was "within the context of the Kookanusa, this is under the control of the US however here is some level of collaboration there. There is hope that there will be inclusion of some of these issues regarding levels at the CRT level talks but warns that adjusting levels at one end of the Basin could have adverse affects downstream." The Peace and Columbia/Kootenay system provides approx. 50% of the power to the system

### Treaty Storage

The Basin must store 15.5 maf (Million Acre Feet) under the Treaty during a year. This is stored in the Kinbasket, Arrow and Duncan reservoirs in the Basin. The Treaty has provisions to lower or raise reservoirs at certain times of the year in certain circumstances of need, which is due to flooding or hydro needs and value. Hydro will release for monetary or power. Potential Hydropower benefits downstream in the U.S. are shared equally 50/50 between the US and B.C.. When this happens there is a definite downside to residents living along and in these areas of affect and to date there has been no monetary benefit toward this downside. The CBT contributions are not and have never been Compensation for these outcomes of fluctuating levels. Although both affected and non affected areas do get a portion of these CBT contributions, it is not Compensation for those who have been and are being adversely affected daily. The Province will need to step in and answer the question of Compensation if it is to happen.

Discussion ensued with Kathy Eichenberger, regarding the question of Trade-Offs to be considered during Treaty negotiations and how the CRTLCG could provide input on trade-offs.

Kathy said "From my perspective, BC will not be making decisions without coming to the CRTLCG. LGC will be a committee to get advice from, confidentially for information. She feels that negotiation will not begin with the US anytime soon. From BC provincial prospective.....you were not consulted before and this will not happen again."

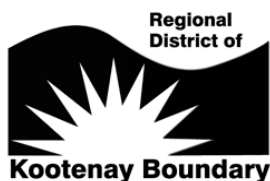
Stephen in Ottawa said. "I don't see scenarios or situations where they wouldn't be coming to the LGC and First Nations and going over the priorities and area of problems ongoing in the Basin. We are trying to get a Mandate to take to Cabinet. We will reiterate how local communities are engaged, impacts and problems in the Basin and hopefully any benefits will be for the Basin. There is no timeline now and this may take time or not, as it is all yet to be determined. Information from the LGC will be invaluable"

Chair Kozak reiterated "that the condensed list that we left with Ottawa is on our list of things we would love to see, however we recognize that prioritizing the list with just the most important issues will start today. Benefits of flood control as of today still exists at \$1.1m per year from the US. This is an original number that has never changed. Perhaps we should dissect the Discussion paper that was done showing losses of agriculture, benefits, forestry, and future assets to date. Also what the US has gained in our losses." Stephen said "I am in agreement and understand past and ongoing impacts to the Basin. We want to continue to get acceptable benefits in any Treaty going forward. Canada has done okay, but the US has done so much better"

**This concludes the report on the discussion with and information from the MEM, Hydro and Global Affairs Canada participants. We then proceeded with our Strat planning which is not for reporting at this time.**

**Respectfully submitted by:**

**Linda Worley and Joe Danchuck - RDKB Board Appointed members to the CRTLGC**



## STAFF REPORT

<b>Date:</b>	March 21, 2017	<b>File #:</b>	R-7
<b>To:</b>	Chair McGregor and Members of the Board		
<b>From:</b>	Ken Gobeil, Planner		
<b>RE:</b>	<b>FrontCounter BC Referral</b> – License of Occupation to cut for ski run development		

### ISSUE INTRODUCTION

FrontCounter BC has invited the Regional District of Kootenay Boundary to comment on an application submitted to the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) for an Occupant License to Cut (OLTC) within the Controlled Recreation Area (CRA) held by the RMR Acquisition Corp. (*see Site Location Map; Applicant's Submissions*).

The application covers  $\pm 1413.33$  hectares (41.4 ha for cutblocks) in District Lots 55816, 8495 and 16986 together with unsurveyed Crown land in the vicinity of Granite Mountain. This property is within the jurisdictional limits of the City of Rossland.

### BACKGROUND

Red Mountain Resort, and Granite Mountain are within the jurisdiction of the City of Rossland just off Highway 3B. Red Mountain is noted as one of the oldest ski hills in North America with the area first being skied in the early 1900's.

The application for work is a part of a plan for ski run development.

### PROPOSAL

Red Mountain Ski Resort is applying for a License to Cut under Section 47 of the *Forest Act*. The purpose of this application is for ski run development. Other future purposes within the broader harvest area would include maintenance, forest health and fuel management projects. The term of proposal is 2 years. The total timber volume to be removed was not specified in the application.

### IMPLICATIONS

This proposed harvest (*see Site Location Map; Applicant's Submissions*) would be in the vicinity of the Seven Summits Trail network. This trail travels within Electoral Area 'B' / Lower Columbia – Old Glory and the City of Rossland.

### **ADVISORY PLANNING COMMISSION COMMENTS**

The Electoral Area 'B' / Lower Columbia-Old Glory Advisory Planning Commission provided the following comments;

- The APC noted difficulty in identifying the area.
- Comments were raised regarding the effects that potential water runoff could have on the Rossland water supply, and surrounding properties.
- The APC recommended support for the development on the condition that the following people and groups to be notified of the proposed development
  - Friends of the Rossland Range
  - Kootenay Columbia Trails Society
  - Klister Club
  - Private landowners surrounding the area.

### **ADVISORY PLANNING COMMISSION COMMENTS**

As a result of the APC comments FrontCounter BC was contacted and asked about the comments raised by the APC, the following is their response to the points above.

- Typically, no additional groups would be notified and solicited for comment unless warranted by specific circumstances, this particular application did not qualify.
- For this application, any additional notification and comments from groups that the RDKB deems necessary in FrontCounter BC's review of the application can be included as part of the RDKB comments for their consideration.

The applicant had been contacted for discussion regarding the APC comments on March 13, 2017.

As the portions of the Rossland Range Recreation Site that the Friends of the Rossland Range care for is not connected or close enough to the subject parcel to be affected, the Friends of the Rossland Range were not contacted regarding this application.

The Kootenay Columbia Trails Society has been notified of the proposed application via email by the RDKB Planning Department.

Since the subject parcel and surrounding landowners are within the City of Rossland, landowner and their contact information is not easily available. No other groups were contacted.

A new Site Location Map has been created to help identify the subject lands.

### **RECOMENDATION**

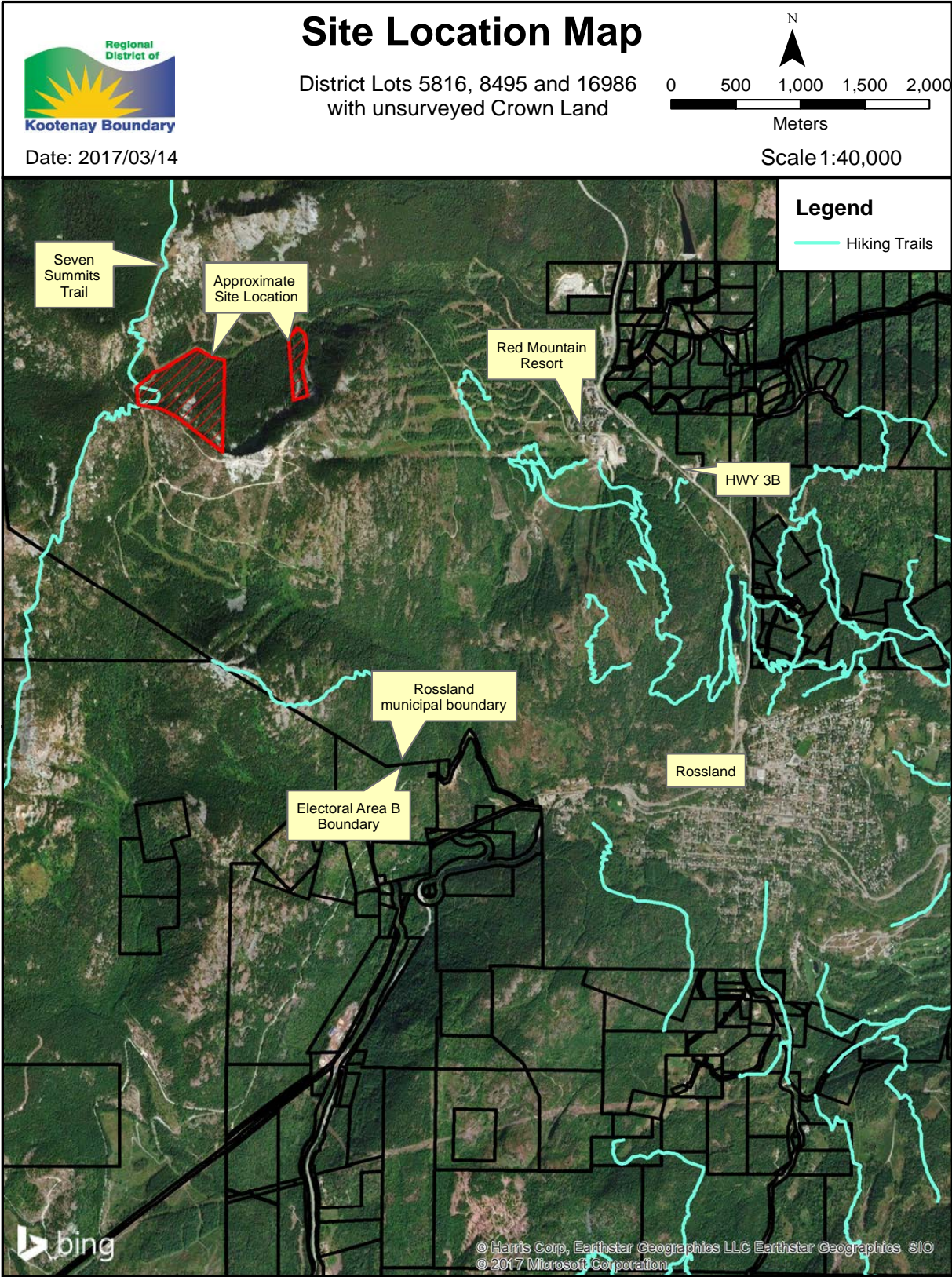
That the Staff Report from Ken Gobeil, Planner regarding the Licence of Occupation to Cut within the RDKB Area 'B'/Lower Columbia-Old Glory be received.

### **ATTACHMENTS**

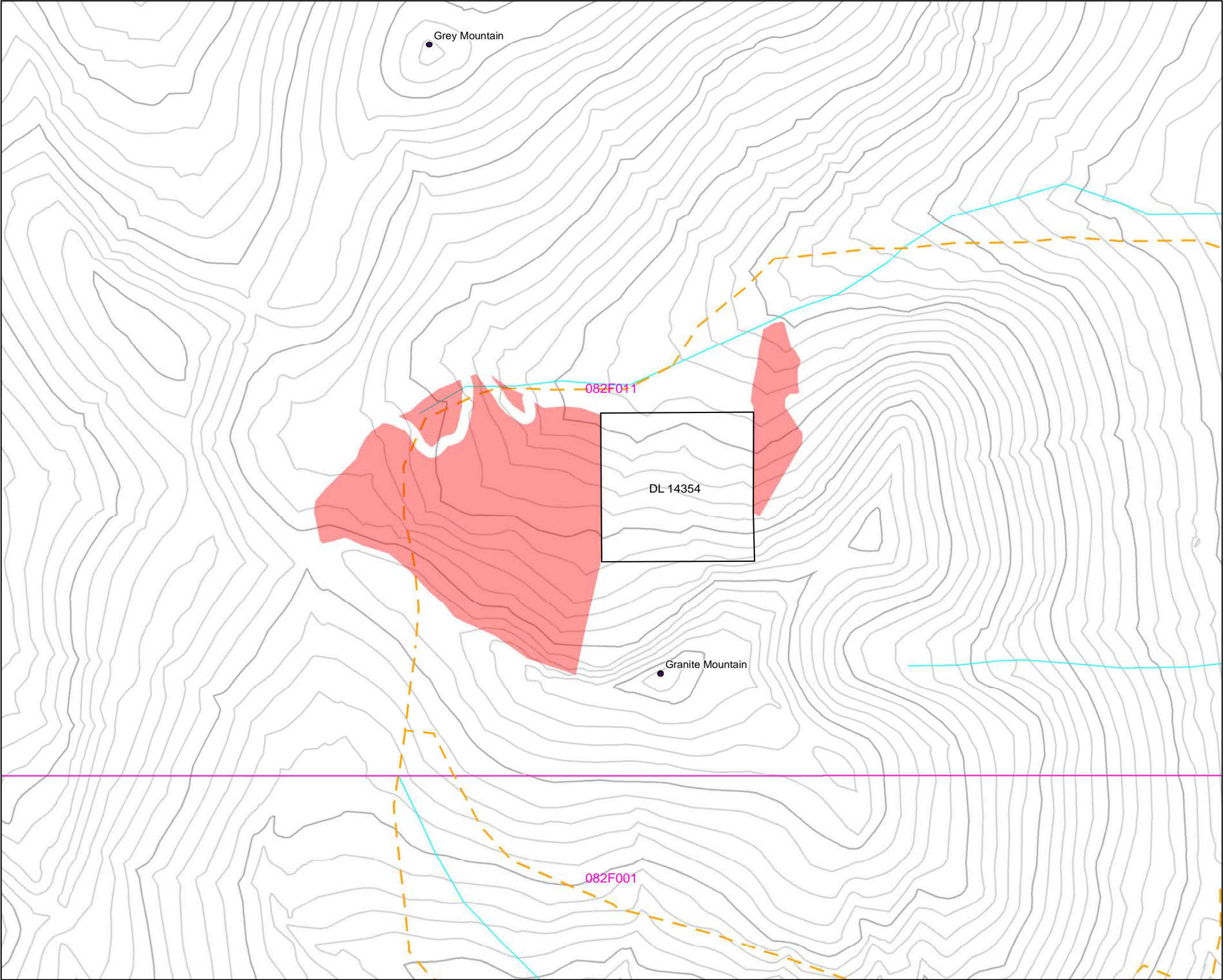
*Site Location Map*

*Applicant's Submissions*

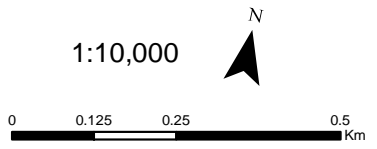




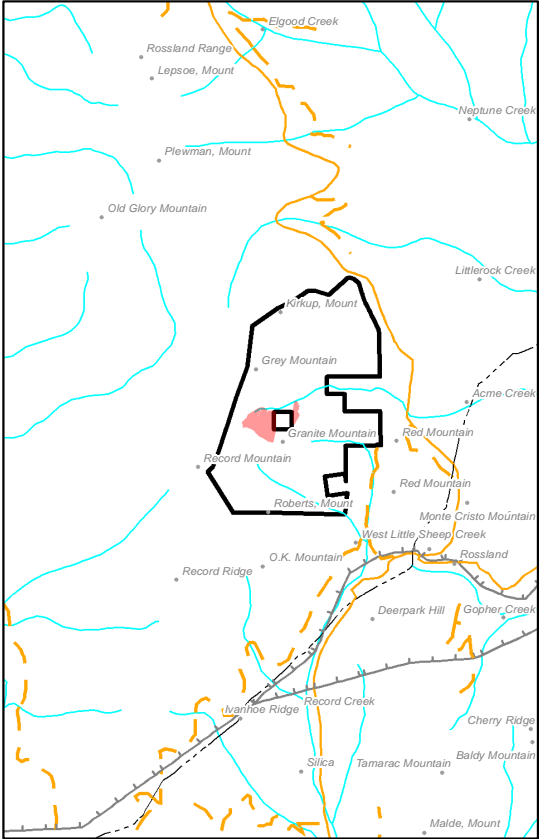




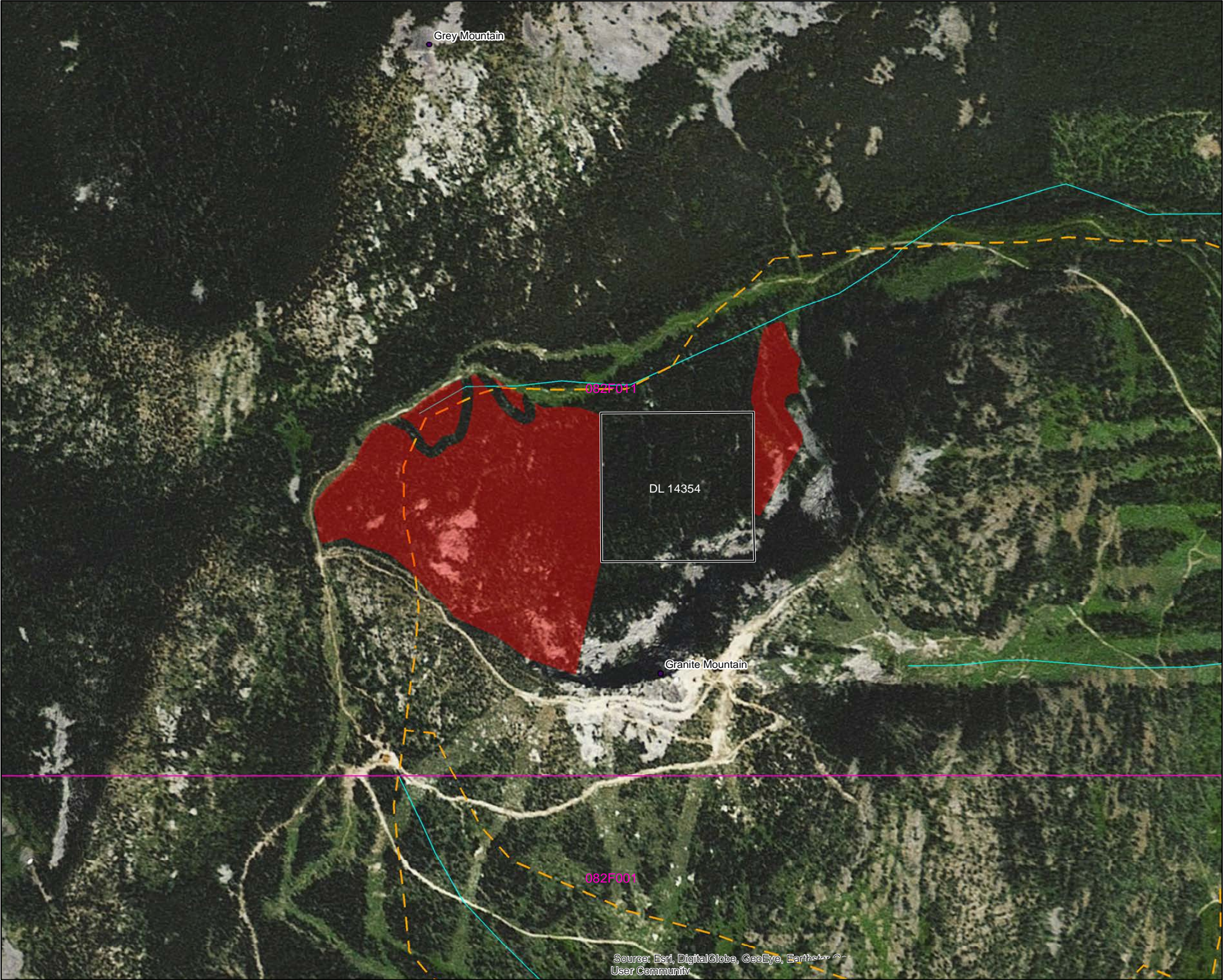
- Red Mountain Resort OLTC  
L50653 Referral Map**
- District Lot 14354
  - L50653 Application Area
  - BCGW Mapsheet (1:20,000)
  - Red Mountain Resort Controlled Recreation Area
  - Track - Cart or Tractor



Coordinate System: NAD 1983 BC Environment Albers  
Projection: Albers  
Date: 14/12/2016  
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red\plotfiles\Red\_Referral\_Map\_11x17\_20161214.pdf

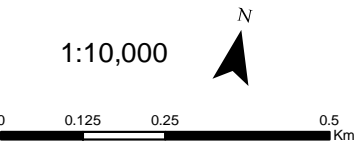




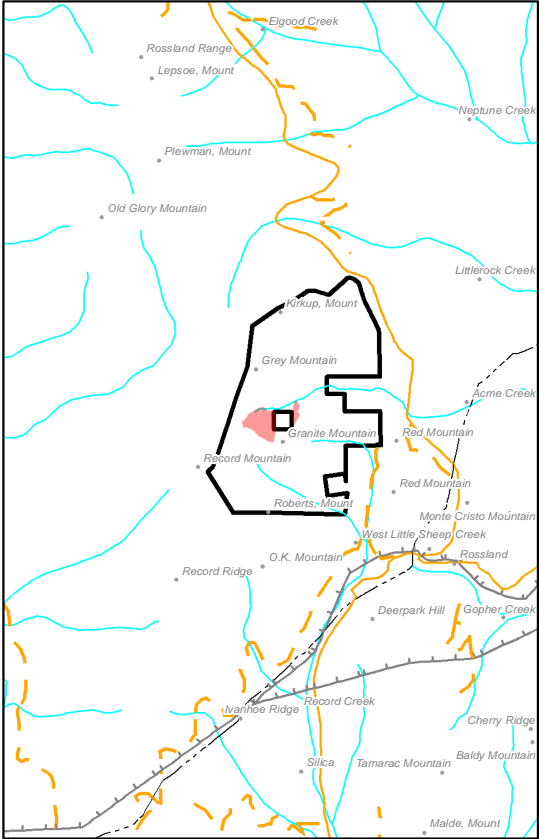


Red Mountain Resort OLTC  
L50653 Referral Map

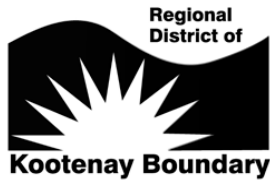
- District Lot 14354
- L50653 Application Area
- BCGW Mapsheet (1:20,000)
- Red Mountain Resort Controlled Recreation Area
- Track - Cart or Tractor



Coordinate System: NAD 1983 BC Environment Albers  
 Projection: Albers  
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## STAFF REPORT

<b>Date:</b>	March 21, 2017	<b>File #:</b>	D-2967s-06986.000 D-2967s-06985.000 D-1624-04884.000
<b>To:</b>	Chair McGregor and Members of the Board		
<b>From:</b>	Ken Gobeil, Planner		
<b>RE:</b>	<b>Ministry of Forests Lands and Natural Resource Operations</b> <b>Referral – Woodlot License 1469 reduction in area</b>		

### ISSUE INTRODUCTION

The RDKB received this referral from the applicant's agent, Randy Trerise RFP, in accordance with the business process requirements of the Ministry of Forests, Lands and Natural Resource Operations (FLNRO). The applicant intends to make an application to FLNRO to remove the private land portions of Woodlot Licence 1469.

### BACKGROUND

A Woodlot License is a form of area based tenure awarded by the Province of British Columbia; this type of tenure is unique to BC. It is a partnership between the license holder and the Province to manage public and private forest lands.

Within bylaw no. 1555 the *Official Community Plan of Electoral Area 'D' / Rural Grand Forks* the land use designation for these parcels is Rural Resource 1 within District Lot 2967s and a combination of Rural Resource 1 and Agricultural Resource 1 within District Lot 1624. Portions of both District Lot 2967s and 1624 also contain areas of Significant Archaeological Potential and Environmentally Sensitive lands (*See Subject Property Map*).

Within bylaw no. 1299 the *Electoral Area 'D' Zoning Bylaw*, all lands are within the Rural Resource 1 – RUR1 Zone. Forestry, Logging and Silverculture are permitted uses.

The size and boundaries of Woodlot 1469 differed from Provincial electronic data and the application submitted, specifically, District Lot 1624 is not included in the electronic data as a part of Woodlot 1469. The applicant and FLNRO have been consulted, FLNRO has indicated District Lot 1624 is still a part of Woodlot 1469, however, they will refrain from making corrections on this file until after this application review is complete and a decision on approval is made.

**PROPOSAL**

The owner of the subject parcels is proposing to remove 152 hectares (375.6 acres) of private land from Woodlot License 1469. The woodlot will be removed entirely from private lands, which include Block A and B of District Lot 2967s and District Lot 1624. The private lands are located south of Mount Hardy Mountain, east of HWY 3 and is northwest of the city of Grand Forks. Within Parcel B is a portion of Crook Lake. (*See Site Location Map; Subject Property Map; Applicant's Submission*).

**IMPLICATIONS**

Since there is no proposed change to land use or zoning, logging activities can continue on the subject lands although those activities will be outside any licensing the Province may impose as part of a Woodlot License.

**ADVISORY PLANNING COMMISSION COMMENTS**

The Electoral Area 'D' / Rural Grand Forks Advisory Planning Commission provided the following comments:

The APC noted concern in the clarity and accuracy of data. However, they recommended support for the proposal to remove private lands from the current woodlot.

**RECCOMENDATION**

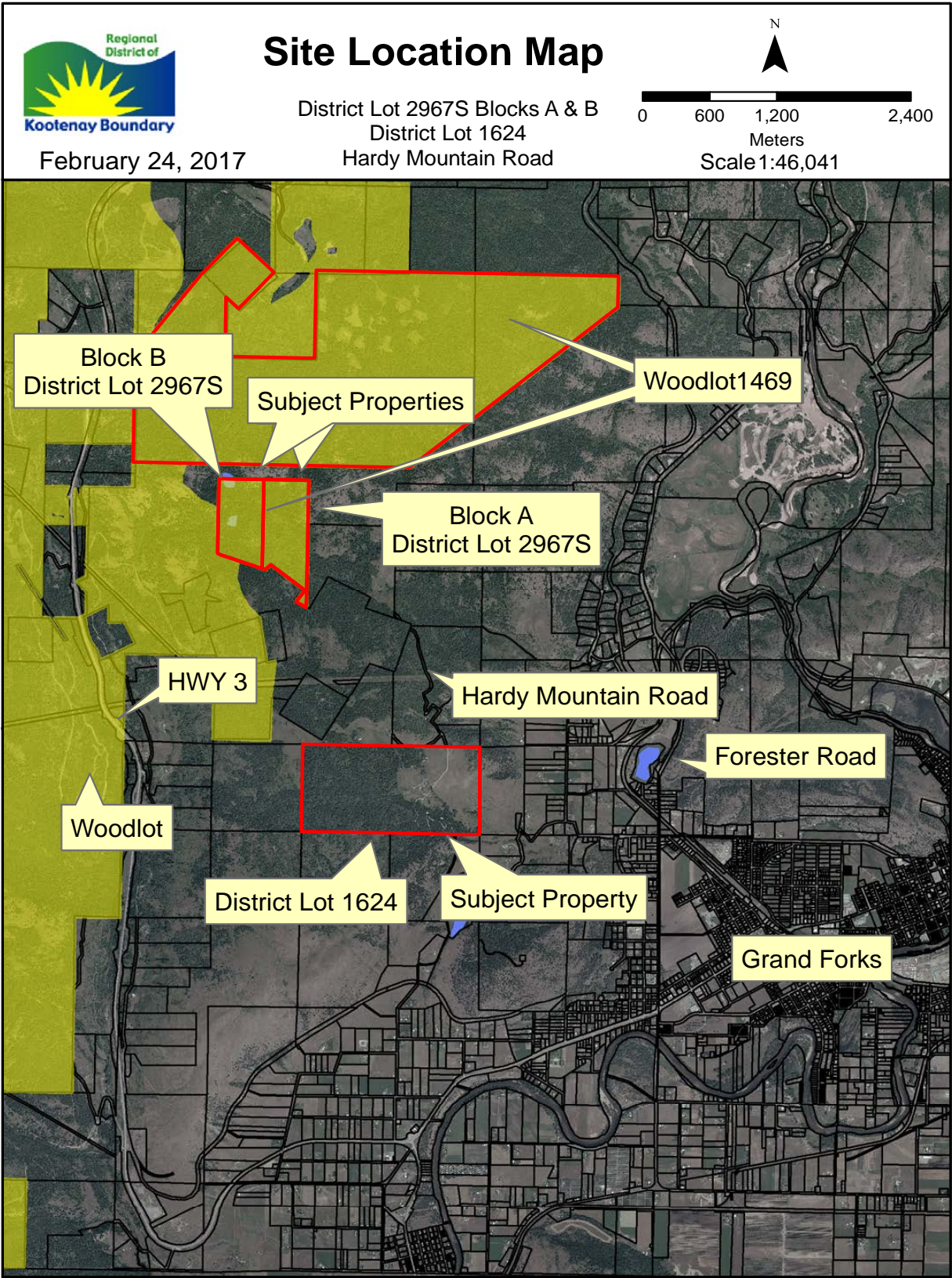
That the Staff Report from Ken Gobeil, Planner regarding the referral of an application to exclude lands from Woodlot 1469 the RDKB Area 'D'/Rural Grand Forks be received.

**ATTACHMENTS**

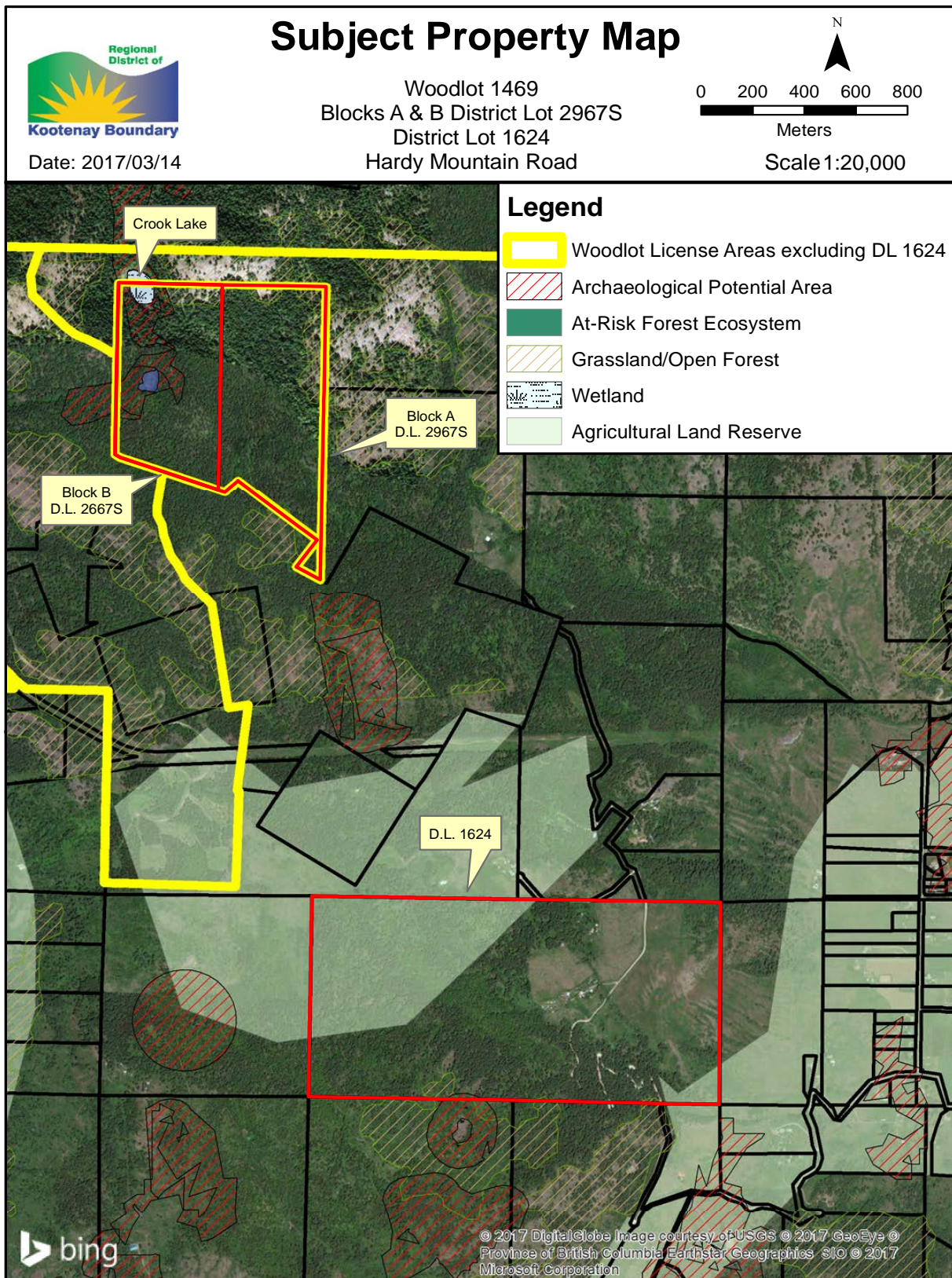
*Site Location Map*

*Subject Property Map*

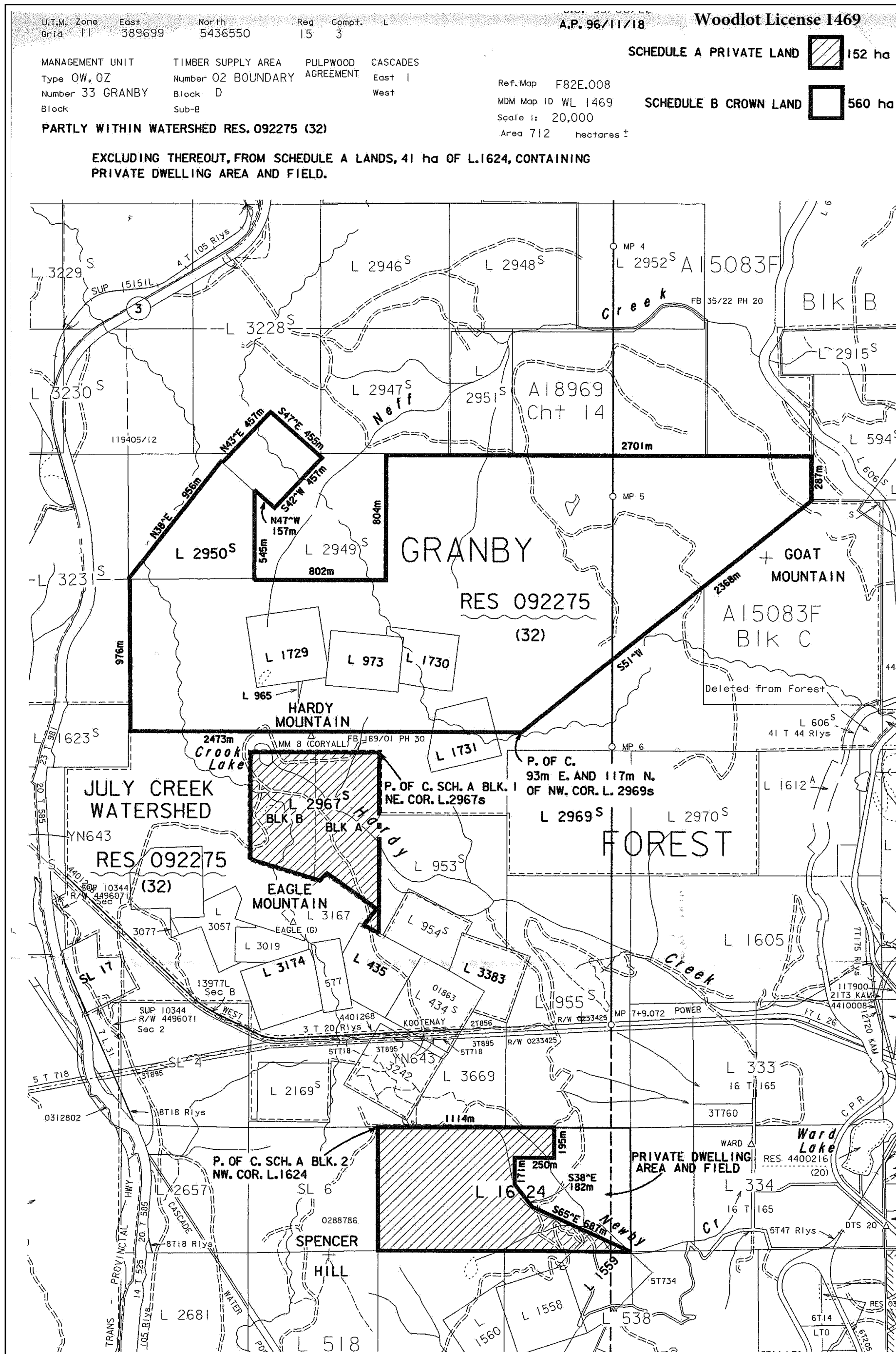
*Applicant's Submission*



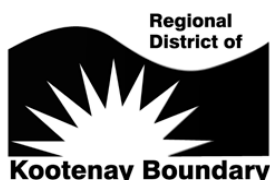




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## STAFF REPORT

Prepared for meeting of March 2017

<b>Date:</b>	March 21, 2017	<b>File #:</b>	BW-4255-Temp BW-4254-Temp
<b>To:</b>	Chair McGregor and Members of the Board		
<b>From:</b>	Carly Rimell, Senior Planner		
<b>RE:</b>	<b>Referral Mountain Resorts Branch (FLNRO) – Crown Grant</b>		

### ISSUE INTRODUCTION

The Regional District has received a referral from the Mountain Resorts Branch of the Ministry of Forests, Lands and Natural Resource Operations for a Crown grant of a ( $\pm 5.6$  ha) portion of land to facilitate the development of employee housing as well as a road dedication in the Black Forest Development Area at Big White Ski Resort (*see Applicant's Submission*).

### HISTORY / BACKGROUND FACTORS

The subject Crown lands are located within the eastern portion the Big White Official Community Plan Area on gently sloping lands between Big White Road and the Controlled Recreation Area (CRA) boundary.

A Crown Grant was previously applied for in 2007 and offered on September 16, 2009 over surveyed District Lots 4256, 4254, 4255, 4256, 4257, 4258, 4259 and 4260, SDYD, containing  $\pm 15$  ha. At that time, due to economic downturn, the resort chose not to proceed with the Crown Grant offer and abandoned the application.

However, in preparation for development, and the original Crown grant offer, the RDKB amended the Big White Official Community Plan (OCP) with Bylaw No. 1391 to designate the subject District Lots 4254 and 4255 as 'Medium Density Residential' and amended the Big White Zoning Bylaw with Bylaw No. 1392 to zone the subject district lots as 'Chalet Residential 3' in 2009. This area is also within the Alpine Environmentally Sensitive Landscape Reclamation and the Commercial and Multi-Family Development Permit Area.

This Crown Grant application and referral is being accompanied with a rezoning application for the proposed employee housing development on DL 4255. A Development Permit application will also be processed for the proposed employee housing development on DL 4255.

## PROPOSAL

Brent Harley and Associates Ltd., as agent for Big White Ski Resort Ltd., has submitted an updated application for a Crown Grant for the area as shown and described as DL 4253 (road), 4254 (northern portion) and 4255 (southern portion). The total area under application is 5.6 ha, more specifically 1.87 ha for employee housing on DL 4254 and 4255 and 3.73 ha for road dedication on DL 4253. The current Crown Grant application is consistent with the Master Plan (1999) and it will assist the resort in satisfying the demand for employee housing.

## IMPLICATIONS

DL 4253 constitutes part of the main Big White Road and has been constructed to Ministry of Transportation and Infrastructure standards as shown highlighted in green the Applicant's Submission in Drawing 1. Although the road is currently being maintained by MoTI, it has not yet been purchased and dedicated as a public road right of way. Purchase of this section of road and dedication of this road to MoTI will satisfy a long standing requirement.

The remainder of DL 4253 is over an existing gravel road that adjoins Big White Road and travels through the proposed development area to the existing Black Forest Parking lot and day lodge. As part of the proposed housing development, the resort intends to upgrade that portion ( $\pm$  0.438 ha) of gravel road up to and including DL 4254 and 4255 to current MoTI public road standards (*see Drawing 1 in the Applicants Submission highlighted in pink*). The newly upgraded portion of road will provide access to DL 4254 and 4255 and be dedicated as public road right of way. Big White intends to upgrade and dedicate the rest of DL 4253 as phased development proceeds within the Black Forest Development Area.

The Black Forest Area is a visible well treed site within the Trapping Creek drainage area. The agent asserts that and these areas have been considered in the overall development concept as well as the site specific development programs. Areas with greater sensitivity have been avoided with the establishment of 30m riparian setback from existing water courses.

In 2009, as part of the Official Community Plan amendment process the Regional District required a Secondary Plan in order to satisfy the Long Term Future Growth Area Objectives outlined in Section 3.3 of the Big White OCP. The Secondary Plan required that access, physical analysis, watercourse and drainage, water servicing requirements, sewer servicing requirements were considered and assessed by qualified professionals.

While pedestrian connectivity was not initially raised in the report to the Advisory Planning Commission (APC) it was discussed at their meeting. The proposed DL 4253 is proposed to be  $\pm$ 24m wide at most sections along the length of the road, this may be wide enough to incorporate non-motorized transportation within the road right of way.

## ADVISORY PLANNING COMMISSION COMMENTS

The Big White Advisory Planning Commission discussed that the additional supply of employee housing is supported in the community, although there were some concerns raised about a possible loss of income for some homeowners who rent to employees. However, the APC acknowledged with the lack of rentals for out of town guests and residents this should not prove to be a problem.

The Big White Advisory Planning Commission provided the following recommendation;

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

### **PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS**

Planning and Development staff phoned in to the APC meeting where it was noted that concerns were raised regarding pedestrian connectivity. The issue of pedestrian connectivity will be addressed further in the revised Master Plan and Official Community Plan update. The issue has been raised with the Province's Mountain Resorts Branch of the Ministry of Forests, Lands and Natural Resource Operations.

### **BACKGROUND INFORMATION PROVIDED**

*Applicant's Submission*

### **RECOMMENDATION**

That the Regional District of Kootenay Boundary Board of Directors advise the Mountain Resorts Branch of the Ministry of Forests, Lands and Natural Resource Operations that the application submitted by Brent Harley and Associates Inc., on behalf of Big White Ski Resort Ltd., for Crown Tenure over 1.87 ha for the purposes of employee housing on DL 4254 (north) and 4255 (south) and 3.73 ha for road dedication on DL 4253, be supported.



File: 3411575

January 24, 2017

**Donna Dean**

Manager of Planning and Development  
 Kootenay-Boundary Regional District  
 202 - 843 Rossland Ave.  
 Trail, BC V1R 4S8  
 Via Email: ddean@rdkb.com

**Re: Application for Crown Grant within the Black Forest Development Area of Big White Ski Resort**


---

The Mountain Resorts Branch of the Ministry of Forests, Land and Natural Resource Operations, (MFLNRO) has received an application for a Crown Grant to facilitate the development of employee housing in the Black Forest development area at Big White Ski Resort. The application area is within the Big White Controlled Recreation Area and the resort is currently operating under an approved Master Plan (1999) and Master Development Agreement with the Province.

A Crown Grant was previously offered on September 16, 2009 over surveyed District Lots (DL) 4253, 4254, 4255, 4256, 4257, 4258, 4259 and 4260, Similkameen Division Yale District, containing 15.003 hectares, more or less. At the time, due to a crash in the economy, the resort chose not to proceed with the Crown Grant offer and abandoned the application. Big White has now submitted a new application for a Crown Grant over a portion of the land previously surveyed. The current Crown Grant application is consistent with the Master Plan (1999) and it will allow the resort to satisfy a current demand for employee housing. The Crown Grant application is over the area as shown in the attached application and is described as:

**District Lots 4253, 4254 and 4255, Similkameen Division Yale District, containing 5.6 hectares, more or less, within the Controlled Recreation Area for Big White Ski Resort.**

Kootenay Boundary Regional District (KBRD) Considerations:

Of the three lots included in the application, DL 4254 and DL 4255 are intended for the development of employee housing comprising of a total of 528 bed units. The resort wishes to re-zone the lands from Chalet Residential 3 to Medium Density Residential 4 to accommodate the proposed employee housing development. Concurrently with this referral package, I will also be forwarding a letter of authorization to permit Big White and their agent, Brent Harley and Associates, to submit any necessary applications for rezoning to you for consideration.

Big White Road

A portion of DL 4253 constitutes part of the main Big White Road and has been constructed to Ministry of Transportation and Infrastructure (MOTI) standards as shown in green on the attached drawing (drawing 1). Although this road is currently being maintained by MOTI, it has not yet been purchased

Ministry of Forests, Lands and  
 Natural Resource Operations

Integrated Resource Operations  
 Mountain Resorts Branch

Mailing Address:  
 510 - 175 2<sup>nd</sup> Avenue  
 Kamloops, BC V2C 5W1

Telephone: 250 371-3952  
 Facsimile: 250 371-3942  
 Website: www.gov.bc.ca/for

Page 2

and dedicated as a public road right of way. Purchase of this section of road and dedication of this road to MOTI will satisfy a long standing requirement.

Black Forest Road

The remainder of DL 4253 is over an existing gravel road (drawing 1) that adjoins Big White Road and travels through the proposed development area to the existing Black Forest Parking lot and day lodge. As part of the employee housing development, the resort intends to upgrade that portion (approx. 0.438 ha) of the gravel road up to and including DL 4254 and DL 4255, to MOTI public road standards at this time (as shown on drawing 1, highlighted in pink). The newly upgraded portion of road (0.438) will provide access to District Lot 4254 and 4255 and be dedicated as public road right of way. Big White intends to upgrade and dedicate the rest of DL 4253 as phased development proceeds within the Black Forest development area.

Highlights of the Crown Grant:

- 1.87 ha for Employee Housing Development on DLs 4254 & 4255
- 72 Medium Density Multi-family units (528 bed units)
- Currently Zoned R3 (Chalet Residential 3)
- Purchase and that portion of Big White Road and the Black Forest Road on DL 4253

Decisions flowing from approval of the Crown Grant:

- 1.) Official Community Plan amendment
- 2.) Re-zoning of District Lots 4254 and 4255
- 3.) Public Road Dedication for that portion of Big White Road on DL 4253, and dedication of that portion of the Black Forest Road on DL 4253 to service DLs 4254 & 4255.

Resources:

1. Crown Grant application package
2. Drawing 1 – showing those sections of Big White Road and Black Forest Road

Request for Comments:

The Mountain Resorts Branch is requesting that you review the Crown Grant application. We ask that you identify whether or not there are any impacts to your legislated responsibility and provide us with your comments by February 28, 2017. If this timeline poses a challenge, please let me know as soon as you can.

We look forward to working with you and your team in an efficient and effective review of the Crown Grant. If you have questions or require more information please contact me at 250-371-3934 [Lily.Kotzeva@gov.bc.ca](mailto:Lily.Kotzeva@gov.bc.ca) or Tori Meeks, Senior Manager Major Projects at 250-371-3943 [Tori.Meeks@gov.bc.ca](mailto:Tori.Meeks@gov.bc.ca).

Sincerely,



Lily Kotzeva, Land Officer  
Mountain Resorts Branch

Page 3

cc. Paul Plocktis, Vice President Real Estate & Development, Big White. Via Email:  
[pplocktis@bigwhite.com](mailto:pplocktis@bigwhite.com).

Brent Harley, President, Brent Harley and Associates. Via Email:  
[brent@brentharley.com](mailto:brent@brentharley.com)



January 5, 2017

Ministry of Forests, Lands and Natural Resource Operations  
Mountain Resort Branch

Attention: Tori Meeks

Sent Via Email: [Tori.Meeks@gov.bc.ca](mailto:Tori.Meeks@gov.bc.ca)

Re: File 3411575 Application for the Black Forest Crown Grant

Dear Tori,

Acting as the agents for Big White Ski Resort, we wish to reactivate their application for a portion the Black Forest Crown Grant. The land use delineation for this application is now Phase 1 of the detailed submission from 2008.

The requested Crown grant lands for Phase One have a development area of 5.6 ha. Of this, 1.87 ha will consist of employee housing multifamily - medium density and 3.73 ha will be developed as roadway. The development is focused on addressing the lack of available accommodation for Big White employees.

I have attached the scan of the Crown Land Tenure application form, a description of the proposed land use and the associated plans. The shape files will be forwarded shortly. A hard copy of the application along with the application fees (\$262.50) are in the mail.

Please let us know if you need any additional information.

Sincerely,  
BHA

Brent Harley, B.E.S., B.L.A., M.B.A, MBCSLA.  
President

Cc: Paul Plocktis, VP Real Estate and Development, Big White Ski Resort





June 29, 2016

**Tori Meeks**

Ministry of Forests, Lands and Natural Resources Office  
Resort Development Branch  
#510, 175 2<sup>nd</sup> Avenue  
Kamloops, BC, V2C 5W1

**Re: Letter of Agency**

Dear Tori,

This letter is intended to confirm that the offices of Brent Harley and Associates Inc. are hereby designated as agents of Big White Ski Resort Ltd. The intent of this agency is to coordinate and manage, on behalf of Big White Ski Resorts, all Crown Lease and Grant applications relating to the ongoing Big White base area planning and development.

This designation is intended to be in effect from the period of July 1, 2016 to July 1, 2017.

Contact information for the offices of Brent Harley & Associates Inc. is as follows:

#4 1005 Alpha Lake Road,  
Whistler, British Columbia.  
V0N 1B1  
Ph. (604) 932-7002  
[bha@brentharley.com](mailto:bha@brentharley.com)  
[www.brentharley.com](http://www.brentharley.com)

Respectfully submitted,

**Paul Plocktis**  
Big White Ski Resort Ltd.  
5315 Big White Road  
Kelowna, BC  
V1P 1P3  
(250) 868-7309  
[pplocktis@bigwhite.com](mailto:pplocktis@bigwhite.com)

***Big White Ski Resort Ltd.***

Mountain Address: 5315 Big White Road, Kelowna, B.C. V1P 1P3 • Telephone 250.765.3101 • Fax 250.491.6122  
Kelowna Office: 1894 Ambrosi Road, Kelowna, B.C. V1Y 4R9 • Telephone 250.491.6262 • Fax 250.491.6261

**BIGWHITE.COM**





## **Black Forest at Big White**

Amended CROWN GRANT APPLICATION

January 5, 2017

### **1. OVERVIEW OF PROPOSED DEVELOPMENT**

Big White Ski Resort wishes to reactivate its application (File: 3411575) for a Crown grant with the intent of developing a portion of the "Black Forest at Big White".

These lands were applied for in 2007. A Crown grant was offered in 2008. Big White chose not to complete because of the economic conditions at the time and the downturn in the resort real estate market.

At this time, the Resort is in an urgent need for employee dedicated housing to house their growing staff. To accommodate this need, the resort wishes to purchase two parcels of land, both of which have been surveyed and are identical in area to the original application. The intent will be to apply to purchase the remaining parcels at the appropriate time in the future.

The requested lands lie within the resort's Controlled Recreation Area (CRA) and are contained within the approved Master Plan. In preparation for development and aligned with the original Crown grant offer, the Regional District of Kootenay Boundary amended the Big White Official Community Plan (OCP) and rezoned the subject lands as R3 (Chalet Residential 3). We will be making an application for rezoning and an OCP amendment to enable these two parcels to be developed as medium density residential with employee use restrictions.

This new residential development will supply the Big White recreational real estate market with high quality, ski to/ski from employee accommodations. This concept is designed to integrate with a new Master Plan, which is being developed concurrently.

The concept proposes the use of 5.6 hectares of Crown land. Legal access and vehicular access is provided via Big White Rd.

### **2. SUBJECT CROWN LANDS**

The subject Crown lands are prominently located within the south eastern portion the Big White OCP boundary on gently sloping lands between Big White Road and the CRA boundary. The main public road already exists as a gravel road accessing the Black Forest Base Area with its Day Lodge and parking lot (Figure 1: See Context Plan).



### 3. DEVELOPMENT DESCRIPTION

The Preferred Concept identifies a subdivision consisting of two development parcels accommodating 12 Sixplex, medium density, multi-family employee buildings. The proposed accommodation equates to 528 bed units (See Table 1 and Figure 2: Concept Plan).

Table 1: Development Description

Development Type	Buildings	Units	Bed Units	Area (Ha)
Multifamily Employee – Medium Density	12	72	528	1.87
Road	NA	NA	NA	3.73
Total	12	12	528	5.6

### 4. DEVELOPMENT CONCEPT

The proposed Development Concept is illustrated on Figure 2. The breakdown of the Concept content by parcel is described in the Table 2.

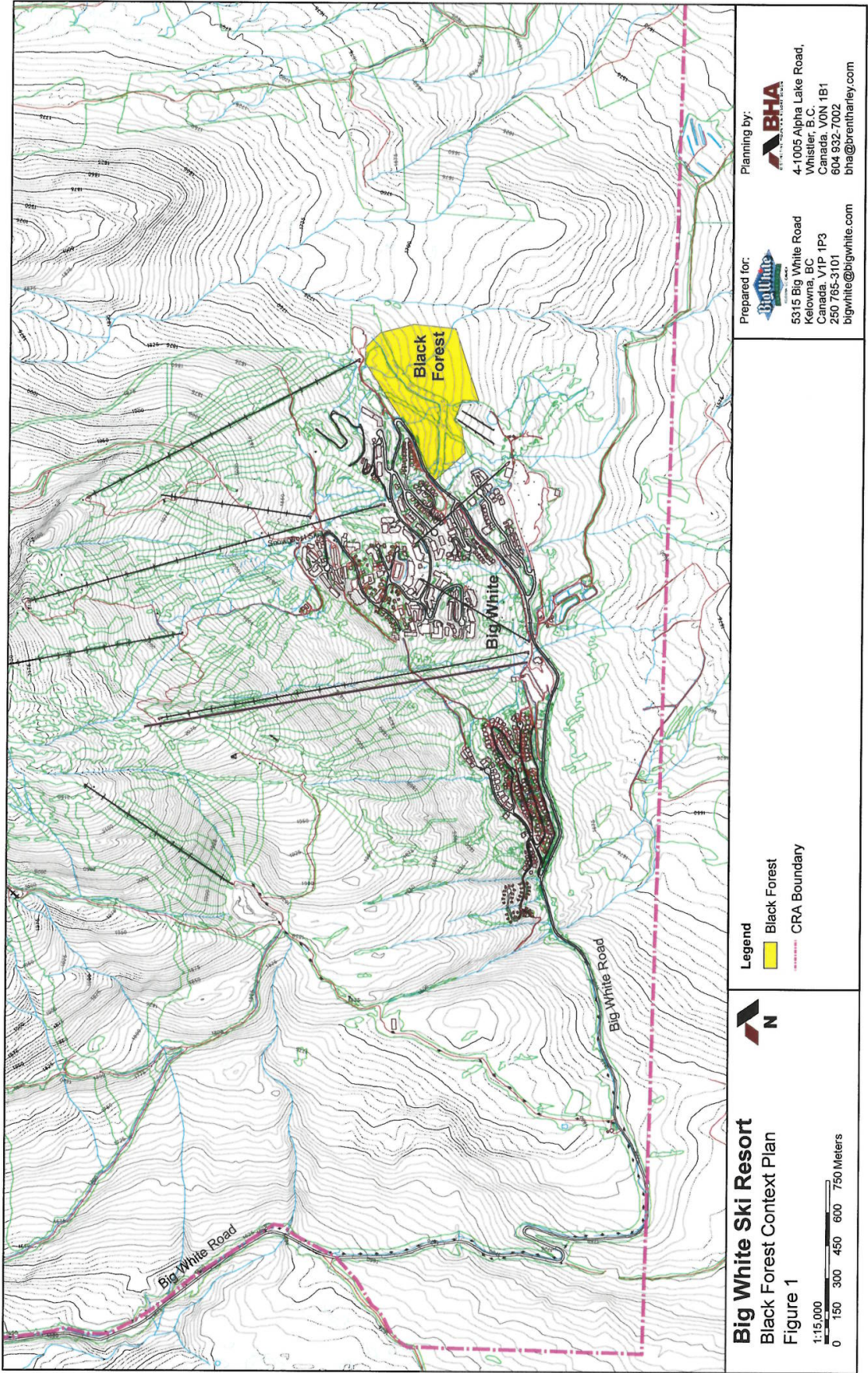
Table 2: Proposed Development by Parcel (**Phase One Parcels in Bold**)

Parcel #	Area (Ha)	Zoning	Unit Type	# of Units	# of Bed Units
DL 4260	0.608	VC6	High Density Multi-family	100	300
DL 4259	3.000	R4 & R3	Med Density MFU & SFU	109	514
DL 4258	4.410	R3	Single Family	54	324
DL 4256	0.355	R3	Single Family	6	36
<b>DL 4255</b>	<b>0.690</b>	<b>R3</b>	<b>Medium Density Multi-family</b>	<b>24</b>	<b>176</b>
<b>DL 4254</b>	<b>1.180</b>	<b>R4B</b>	<b>Medium Density Multi-family</b>	<b>48</b>	<b>352</b>
DL 4257	1.030	R3	Single Family	17	102
<b>Road</b>	<b>3.730</b>	<b>Unzoned</b>	<b>Road</b>	<b>0</b>	<b>0</b>
Total	15.003			358	1,804

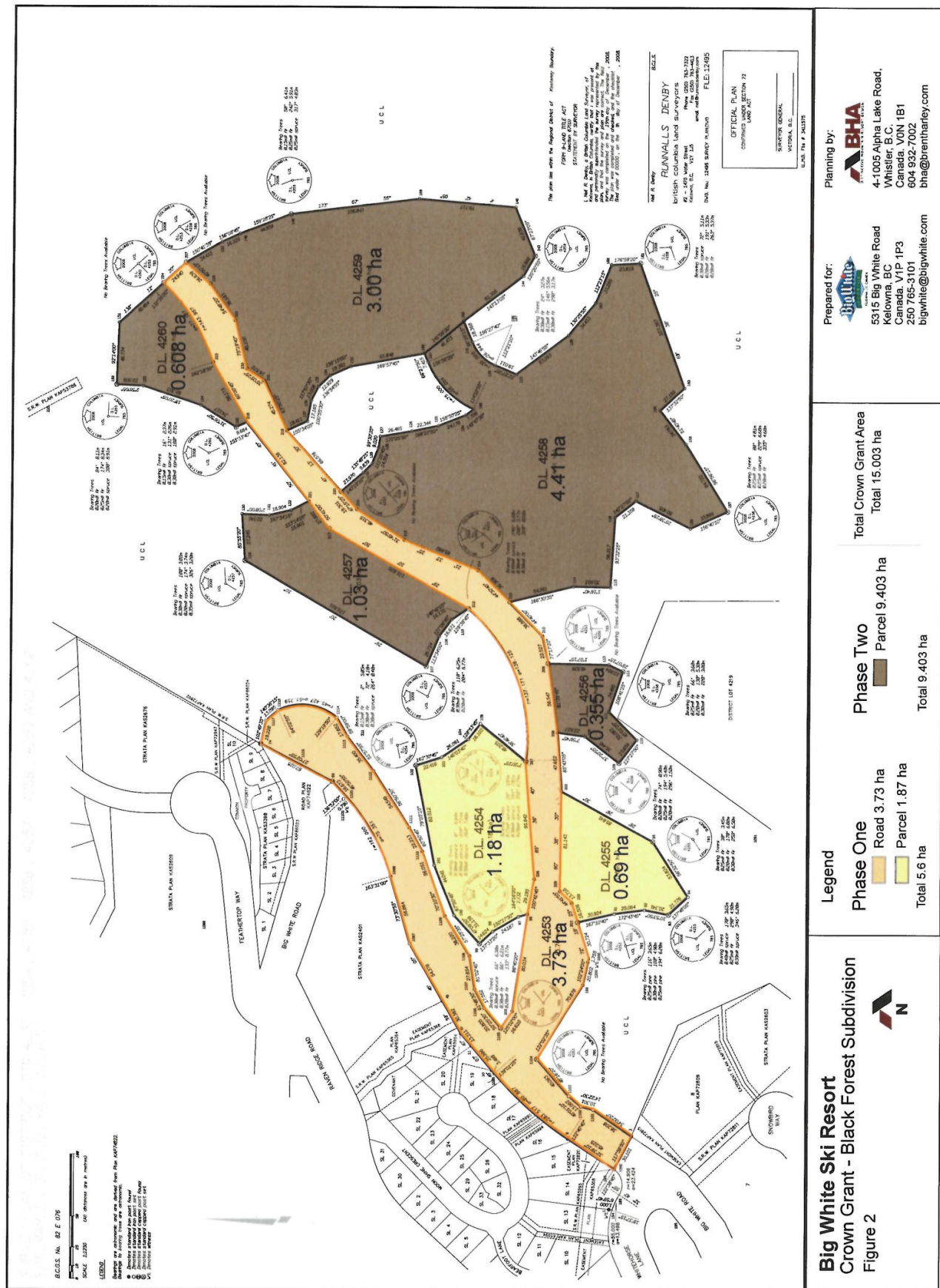
### 5. ENVIRONMENTAL IMPACT

The Black Forest Area provides all of the environmental features that are expected with a destination ski resort. The integrity of the visible well-treed site within the Trapping Creek drainage areas have been respected in the overall development concept as well as the site-specific development programs. Areas with greater sensitivity have been avoided with the establishment of riparian setbacks from existing water courses.



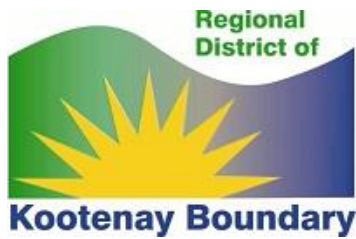












## STAFF REPORT

**Date:** 16 Mar 2017 **File**  
**To:** Chair McGregor and Directors,  
 RDKB Board of Directors  
**From:** John M. MacLean, CAO  
**Re:** Contract - West Boundary Website

### Issue Introduction

A staff report from John M. MacLean, CAO presenting a funding agreement with the Trails to the Boundary Society for development and management of a community website for the West Boundary.

### History/Background Factors

Chair Gee is looking to formalize an agreement to utilize allocated communication funding (in Electoral Area Services) to facilitate development and management of a community website in the West Boundary.

### Implications

Sufficient funds have been allocated in the Electoral Area Services Financial Plan to facilitate this project.

### Advancement of Strategic Planning Goals

The Board has sought to improve our ability and opportunity to communicate with the residents of the Regional District, and this opportunity is consistent with those efforts.

### Background Information Provided

Grant Funding Agreement

### Alternatives

1. Receipt
2. Deferral
3. Approval and authorize the RDKB signatories to enter into the contract.

### Recommendation(s)

That the Board approve the agreement with the Trails to the Boundary Society and authorize the signatories to execute the same.

### GRANT FUNDING AGREEMENT

This Agreement dated for reference the \_\_\_\_ day of March 2017,

**Between:**

**Regional District of Kootenay Boundary**, a local government incorporated pursuant to the *Local Government Act* and having an office at 202 – 843 Rossland Avenue, Trail, B.C. V1R 4S8 (“RDKB”)

**And:**

**Trails to the Boundary Society, S-0063972**, a society incorporated pursuant to the *Society Act* and having its registered office at 661 Eight Avenue (PO Box 492), Midway B.C. V0H 1M0 (the “Society”)

Witnesses that in consideration of the payment of \$1 each to the other, and other good and valuable consideration the sufficiency of which is acknowledged and agreed by both parties, the parties covenant as follows:

**Grant Funding – Communications**

1. In any calendar year the RDKB may, but is not obliged to, provide one or more grants to the Society for the purposes set out in this Agreement.
2. The RDKB, through the Electoral Area ‘E’/West Boundary communications budget allocation is interested in providing grant funding to the Trails to the Boundary Society for the creation, management and promotion of a website to facilitate communication and outreach in the West Boundary.
3. It is to be understood that the RDKB is not taking an ownership or control interest in the management and content of the website. The Society hereby agrees to indemnify the RDKB for all claims related to the website.
4. The Society will only use this grant or portion thereof provided by the RDKB for the purposes of funding:
  - a. Developing and owning a website designed and managed in order to facilitate communication and promotion in the West Boundary;
  - b. To retain appropriate resources to manage, update and undertake community outreach to support and promote the website;
  - c. To develop policies and procedures regarding the ownership, management and content of the website, which will include:
    - i. The ability for the RDKB, and specifically the Director for Electoral Area ‘E’/West Boundary, to utilize the website to communicate with the West Boundary, including communications that may be political in nature;
    - ii. That there be no charges for services to any organization for references, links or promotion;
    - iii. That there be no paid sponsorship or ads on the website;



**Accountability and Reporting**

5. The Society will prepare and submit an annual report to the RDKB, in a form satisfactory to the RDKB, setting out the amounts expended and unexpended by the Society in the previous twelve-month period from grants provided to the Society by the RDKB, including the purposes of any expenditure. The Society will submit its annual report to the RDKB by February 1 in each calendar year.
6. The Society will make available for review by the RDKB any records, receipts or other documents which support the amounts and purposes described in its annual report, which the RDKB may request.

**Default and Termination**

7. The Society will be in default of its obligations under this Agreement if
  - a. Any grant funds provided by the RDKB are used in a manner contrary to Section 4;
  - b. The Society ceases to be a corporation in good standing;
  - c. The Society is adjudged bankrupt or files for protection from its creditors;
  - d. The Society fails to submit the report described in Section 5 or the supporting documentation described in Section 6.
8. If the Society, as determined by the RDKB in its sole discretion, acting reasonably, is in default under Section 5, the Society will reimburse the RDKB, within 30 days of receiving notice of the default from the RDKB, any unexpended grant funds then in the Society's possession.
9. Nothing in Section 7 or 8 limits the RDKB from pursuing any other remedy available at law or equity in the event of a default by the Society.
10. The RDKB may, with notice, immediately terminate this agreement in the event the Society is in default pursuant to Section 7. In that event, the obligations of the Society under Sections 5 and 6 will survive such termination.
11. The Society shall not discontinue, delete, sell or assign the website without first contacting the Regional District and providing the RDKB the opportunity to explore whether the website can be maintained through another means. Nothing in this clause binds or compels the RDKB to take any action if it chooses accordingly.

**Term**

12. This Agreement will continue in full force and effect so long as the Society receives one or more grants from the RDKB, unless earlier terminated pursuant to Section 10.

**No Agency or Partnership**

13. Nothing in this Agreement creates either an agency or partnership relationship between the RDKB and the Society, and no act of the Society legally binds or affects the RDKB.

In witness whereof the parties have executed this Agreement as of the date first above written:

**Trails to the Boundary Society**

\_\_\_\_\_  
Authorized Signatory

**Regional District of Kootenay Boundary**

\_\_\_\_\_  
Authorized Signatory

**Theresa Lenardon**

**From:** is@rdkb.com  
**Sent:** March-01-17 8:07 PM  
**To:** Theresa Lenardon; Jennifer Kuhn; Information Services  
**Subject:** Grant-in-Aid Form submitted by Girl Guides of Canada (Beaver Valley), email address - drenzie@telus.net

**Online Grant-in-Aid Application****Electoral Area(s) Applied to:**

Electoral Area 'A' Director Ali Grieve

**Applicant Information:**

Applicant: Girl Guides of Canada (Beaver Valley)

Address: Box 123 - 775 11th Avenue MONTROSE, BC V0G 1P0

Phone: 2502314595

Fax:

Email: drenzie@telus.net

Representative: Christine Renzie, BV Troop Leader

Make Cheque Payable To: Girl Guides of Canada (BV Troop)

**Other Expenses:**

Total Cost of Project: \$\$16,155

 Amount Requested from  
 RDKB Director(s):

 \$2,500
   
 \$2,000

 Approved by Director Grieve  
 03/07/17
**What is the Grant-in-Aid for?**

The Spirit of Adventure Rendezvous (SOAR for short) is a week-long provincial 'back to basics' outdoor camp sponsored by the BC Council of Girl Guides of Canada, for girls between the ages of 11 and 18. Girls participate in a variety of programming options in areas such as STEM, fine arts, crafts, active recreation, environmental programs, water activities and service. This camp is held every three years somewhere in

BC. This year it is being held in Smithers, BC from Jul 22 – 29, 2017. Approximately 2500 – 3000 girls from all over BC, Canada and the World will be attending this event.

Although the girls have already paid for the camp itself (\$12,000), we'd really like to find some additional sources of funding to help ensure all of the kids can take part in this amazing experience. Therefore, for the transportation aspect of the adventure, we are looking for some additional grants to help bridge the gap between the grants/fundraising activities that have been done to date by the troop and the expected costs noted above.

Who is going: 3 patrols from the Beaver Valley that consist of 6 leaders, 10 pathfinders (12-14 yrs old) and 14 guides (10-11 yrs old).

#### **List of Other Organizations Applied to for Funding**

Name of Organization    Girl Guides of Canada District Fund Grant

Amount Requested    \$600

Amount Secured    \$600

Name of Organization    Girl Guides of Canada Area Fund Grant

Amount Requested    \$1,160

Amount Secured    \$1,160

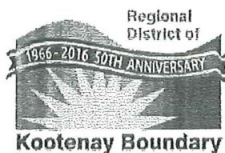
Name of Organization    BV Girl Guides Troop Fundraising Activities (Various Events and Functions)

Amount Requested    \$11,895

Amount Secured    \$7,440

Documents uploaded with Submission?

I:\Portals\0\Documents\GIA-Attachments\



## Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input checked="" type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
--	--	--	---	--

Applicant:	* J. L. Crowe Secondary School			
Address:	* 1300 Frances Moran Road, Trail, BC V1R 4L9			
Phone:	* 250-368-5591	Fax:	250-364-1567	E-Mail: * dwaterstreet@sd20.bc.ca
Representative:	* Dara Waterstreet			
Make Cheque Payable To:	* J.L. Crowe Secondary			

\*Starred items, including contact information, must be completed in full.

\*\*\*\*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? \$ \_\_\_\_\_ What amount are you requesting from this RDKB Director(s)? \$ 750

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Scholarship/Bursary - Awarded to a deserving student in memory of all fallen firefighters.

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: Feb 27/17	Applicant Signature	Print Name Dara Waterstreet

Office Use Only

Grant approved by Electoral Area Director: GRIEVE Feb 27/17

Approved by Board: \_\_\_\_\_

**SUBMIT**



02/24/2017 01:35 2503676699

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

PAGE 01

FILE #

FEB 24 2017

DOC #

REF TO:

CC:



## Grant-in-Aid Request

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	Electoral Area B Director Linda Worley	Electoral Area C Director Grace McGregor	Electoral Area D Director Irene Perepolkin	Electoral Area E Director Bill Baird
---	---	---	---	---

Applicant:	CHAMPION LAKES GOLF & COUNTRY CLUB		
Address:	Box 158 FRUITVALE, BC V0G 1L0		
Phone:	250-367-7001	Fax:	250 367-6699
Email:	staff@golfchampionlakes.com		
Representative:	KEVIN NESBITT		
Make cheque payable to:	CHAMPION LAKES GOLF & COUNTRY CLUB		

What is the Grant-in-Aid for:

RENEWAL OF TEE BOX ADVERTISING SIGN

Amount Requested: \$200 + GST = \$210<sup>00</sup>

Date:

FEB 24/17

Signature:

Print name:

KEVIN NESBITT

## Office Use Only

Grant approved by Director:

Director Grieve 02/24/17

Approved by Board:

02/24/2017 01:35 2503676699

PAGE 02



# Grant-in-Aid Request

REGIONAL DISTRICT OF  
KOOTENAY BOUNDARY

FILE #

FEB 24 2017

BOOK #

REF. TO:

CC:

Application to (please check where appropriate):

<input checked="" type="checkbox"/> Electoral Area A Director Ali Grieve	Electoral Area B Director Linda Worley	Electoral Area C Director Grace McGregor	Electoral Area D Director Irene Perepolkin	Electoral Area E Director Bill Baird
--	--	--	--	--

Applicant:	CHAMPION LAKES GOLF & COUNTRY CLUB		
Address:	Box 158 FRUITVALE, BC V0G 1L0		
Phone:	250-367-7001	Fax:	250 367-6699
Email:	staff@golfchampionlakes.com		
Representative:	KEVIN NESBITT		
Make cheque payable to:	CHAMPION LAKES GOLF & COUNTRY CLUB		

What is the Grant-in-Aid for:

LADIES' & MEN'S NIGHT SPONSOR
2yrs

Amount Requested: \$1152<sup>00</sup> INCLUDES GST

Date:

FEB 24 / 17

Signature:

Print name:

KEVIN NESBITT

## Office Use Only

Grant approved by Director:

Director Grieve 02/24/17

Approved by Board:

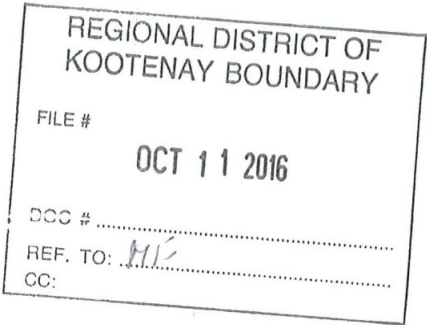
Champion Lakes Golf & Country Club  
Box 158  
Fruitvale B.C.  
V0G1L0

.....

# Ladies & Men's Night Golf Sponsor

October 6, 2016

Regional District



Dear Ali:

On behalf of everyone who participated in Champion Lakes Golf Club, I would like to thank you for your contribution of Ladies and Men's Night Golf prizes.

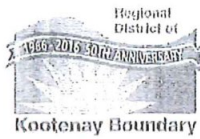
We were happy to have the *Regional District* be a sponsor of Ladies and Men's Night. We had 22 events for both groups. When averaged, each club had approximately 70 players per event. We are very proud of our success, and our accumulated turnout.

I would like to request that *the Regional District* remain a Champion Lakes Ladies and Men's Night Sponsor for the 2015 season. We would like to pre-order golf balls with "*Regional District*" stenciled on them for next year. I will call to hopefully confirm your acceptance.  
Have a good winter.

Sincerely,  
  
Kevin Nesbitt, General Manager

.....  
*Champion Lakes Ladies & Men's Night Golf*





## Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director All Grieve	<input checked="" type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
---	---	--	---	--

Applicant:	J. L. Crowe Secondary School		
Address:	1300 Frances Moran Road, Trail, BC V1R 4L9		
Phone:	250-368-5591	Fax:	250-364-1567
		E-Mail:	dwaterstreet@sd20.bc.ca
Representative:	Dara Waterstreet		
Make Cheque Payable To:	J.L. Crowe Secondary		

\*Starred items, including contact information, must be completed in full.

\*\*\*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? \$ \_\_\_\_\_ What amount are you requesting from this RDKB Director(s)? \$ 750

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Scholarship/Bursary - Awarded to a deserving student in memory of all fallen firefighters.

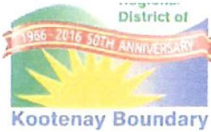
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____
Name of Organization _____	Amount Requested: \$ _____	Amount Secured: \$ _____

Date: Feb 27/17 Applicant Signature Dara Waterstreet Print Name Dara Waterstreet

Office Use Only
Grant approved by Electoral Area Director: <u>Linda Worley</u>
Approved by Board: _____

**SUBMIT**



# Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input checked="" type="checkbox"/> Electoral Area 'B/' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C/' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D/' Rural Grand Forks Director Roly Russell	<input type="checkbox"/> Electoral Area 'E/' West Boundary Director Vicki Gee
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Applicant:	* Rossland Society for Environmental Action				
Address:	* PO Box 1928, Rossland, BC. V0G1Y0				
Phone:	* 250-512-9955	Fax:		E-Mail:	* whowardc@gmail.com
Representative:	* Bill Coedy, Rossland Streamkeepers				
Make Cheque Payable To:	* Rossland Society for Environmental Action				

*\*Starred items, including contact information, must be completed in full.*

\*\*\*\*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? \$ 1300.00 What amount are you requesting from this RDKB Director(s)? \$ 550.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

To support the completion of the digital fabrication of a 3D model of the Trail Creek Watershed. Partial funds have been raised to date. Funds will be used to contract a technician, purchase high density foam materials and use a highly innovative ShopBot CNC 3D Printer at the MIDAS Lab in Trail to fabricate the model. The model will undergo colour rendering to indicate major habitat and aquatic attributes and a protective container will be constructed. The model will be used in educational outreach sessions organized by the Rossland Streamkeepers involving students, citizens, elected officials and other decision-makers.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization Fish & Wildlife Compensation Program

Amount Requested: \$ 350

Amount Secured: \$ 250

Name of Organization Regional District Kootenay Boundary Electoral Area B

Amount Requested: \$ 500

Amount Secured: \$ 500

Name of Organization Teck Cominco Community Investment Fund ; BC Real Estate Foundation

Amount Requested: \$ 450

Amount Secured: \$ 0

Date: 26-04-2017

Applicant Signature

*W Coedy*

Print Name William Coedy

Office Use Only

Grant approved by Electoral Area Director:

*Director Worley Feb 27/17*

Approved by Board:

**SUBMIT**



## 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	<input checked="" type="checkbox"/> Electoral Area 'C' / Christina Lake Director Grace McGregor	Electoral Area 'D' / Rural Grand Forks Director Roly Russell	Electoral Area 'E' / West Boundary Director Vicki Gee
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Applicant:	Christina Lake Stewardship Society			
Address:	PO Box 373, Hwy #3, Christina Lake, BC V0H 1E0			
Phone:	250-447-2504	Fax:	447-2509	E-Mail: clss@shaw.ca
Representative:	Brenda LaCroix			
Make Cheque Payable To:	Christina Lake Stewardship 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? \$ 4,500.00 What amount are you requesting from this RDKB Director(s)? \$ 4,500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

1.)	Christina Lake Watershed Management Plan Annual Review	November 29th
	Wednesday, 2017 - \$2,500.00	
2.)	17 <sup>th</sup> Annual Lake Clean Up Day – Saturday May 27 <sup>th</sup> , 2017 - \$2,000.00	
	<p>Grace Note: For our annual LCUD, I am proposing that we offer \$1,000.00 for prizes (10 x \$100.00) and do a BBQ at the end of the event \$250.00, MSE and Prep \$250.00</p> <p>The remaining \$500.00 could be used for the Northern Pike Fishing Derby to be held this spring (Great Aquatic Invasive Species Venue to further educate the public) – We can offer food after this event and have a draw for a cash prize.</p>	

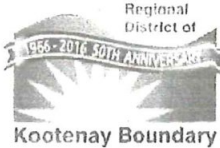
Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization _____	Amount Secured: \$ _____
Amount Requested: \$ _____	
Name of Organization _____	Amount Secured: \$ _____
Amount Requested: \$ _____	
Name of Organization _____	Amount Secured: \$ _____
Amount Requested: \$ _____	

Date: Mar. 1, 2017 Applicant Signature Brenda Lee LaCroix Digitally signed by Brenda Lee LaCroix  
DN: cn=Brenda Lee LaCroix, o=Regional District of Kootenay Boundary, c=CA B. LaCroix Print Name Brenda LaCroix

<b>Office Use Only</b>	
Grant approved by Electoral Area Director: _____	
Approved by Board: _____	





## Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
---	--	--	---	---

Applicant:	* <b>Boundary Youth Soccer Association</b>				
Address:	* <b>Box 121 Grand Forks BC V0H-1H0</b>				
Phone:	* 250 443-9199	Fax:		E-Mail:	* <b>boundarysoccer@gmail.com</b>
Representative:	* <i>Angela Burch, Secretary</i> (Jeff Olsen exec. direct.)				
Make Cheque Payable To:	* <b>Boundary Youth Soccer Association</b>				

\*Starred items, including contact information, must be completed in full.

\*\*\*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? \$45-50,000 What amount are you requesting from this RDKB Director(s)? **\$ 2,000**

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

Insurance, Equipment, Gym rental, Administration, Equipment, Coach/Ref training clinics, Tournament fees, Uniforms, etc.

Please list all other organizations you have applied to for funding (attach an extra sheet if necessary)

Name of Organization	BC Gaming
Amount Requested: \$	\$14,000
Amount Secured: \$	pending
Name of Organization	RDKB areas C and D
Amount Requested: \$	? \$4,000
Amount Secured: \$	pending
Name of Organization	Various corporate sponsors, see attached sheet
Amount Requested: \$	approx \$6-7K
Amount Secured: \$	pending
Date:	Feb 18/17
Applicant Signature	<i>[Signature]</i>
Print Name	<i>Angela Burch</i>

Office Use Only
Grant approved by Electoral Area Director: <i>[Signature]</i>
Approved by Board: _____

**SUBMIT**



## 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
--	--	---	--	---

Applicant:	BRIDESVILLE COMMUNITY CLUB				
Address:	PO 44 BRIDESVILLE V0H1B0				
Phone:	250-495-4877	Fax:		E-Mail:	aka-opa@hotmail.com
Representative:	ED BROWER (PRESIDENT)				
Make Cheque Payable To:	BRIDESVILLE COMMUNITY CLUB				

\*\*\*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? \$2405.05 What amount are you requesting from this RDKB Director(s)? \$2405.05

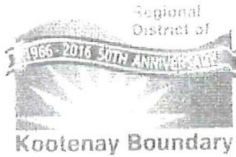
What is the Grant-in-Aid for? (attach an extra sheet if necessary)

OUR AGEING CLUB MEMBERS ARE STRUGGLING WITH THE OLD HEAVY PLYWOOD TABLES. AS WELL WHEN SETTING UP CHAIRS - STACKS OF CHAIRS ARE DRAGGED ACROSS THE FLOOR - MARKING THE FLOOR - A CHAIR DOLLY WILL BE OF GREAT BENEFIT. SO WE ARE LOOKING AT BUYING 16 TABLES, 1 TABLE DOLLY AND 1 CHAIR DOLLY
---

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: MAR 2	Applicant Signature	Print Name: ED BROWER

Office Use Only
Grant approved by Electoral Area Director: J. Gee
Approved by Board:



# Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B' Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C' Cristina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D' Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E' West Boundary Director Vicki Gee
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Applicant:	* Greenwood + District Public Library Association			
Address:	* P.O. Box 279, Greenwood, B.C. V0H 1J0			
Phone:	* 250-445-6111	Fax:	250-445-6111	E-Mail: * greenlib@shaw.ca
Representative:	* Judy Foucher, Library Director			
Make Cheque Payable To:	* Greenwood Public Library			

\*Starred items, including contact information, must be completed in full.

\*\*\*\*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? \$ 3500.00 What amount are you requesting from this RDKB Director(s)? \$ 500.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

To bring Area E contribution back up to \$3,500.00 for 2017

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: Feb 22/2017 Applicant Signature Judy M. Foucher Print Name Judy Foucher

Office Use Only

Grant approved by Electoral Area Director: [Signature]

Approved by Board: \_\_\_\_\_





# Grant-in-Aid Request

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Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
---	---	---	--	--

Applicant:	* <b>Rock Creek &amp; Boundary Fair Association</b>			
Address:	* 3880 Kettle Valley Road South, PO Box 83			
Phone:	* 250-446-2465	Fax:	250-446-2639	E-Mail: * <a href="mailto:treasurer.rcfair@gmail.com">treasurer.rcfair@gmail.com</a>
Representative:	* Lisa Sims, Treasurer			
Make Cheque Payable To:	* Rock Creek & Boundary Fair Association			

\* Starred items, including contact information, must be completed in full.

\*\*\*\*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? \$ 1243.20 What amount are you requesting from this RDKB Director(s)? \$ 1243.20

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

To supply and install 3 x Unifi Ubiquiti WiFi access points, router, cables & connectors to provided reliable, high speed internet throughout all areas of the Fair Pavilion Building to ensure that all user groups have access to adequate internet WiFi coverage.


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: 3/6/17 Applicant Signature: [Signature] Print Name: Lisa Sims

## Office Use Only

Grant approved by Electoral Area Director: [Signature]

Approved by Board: \_\_\_\_\_

**CLERK**



## Grant-in-Aid Request

The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the collection of your personal information, please contact Theresa Lenardon, Manager of Corporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or [foi@rdkb.com](mailto:foi@rdkb.com).

Please check all Electoral Area Boxes You Are Making Application To:

<input type="checkbox"/> Electoral Area 'A' Director Ali Grieve	<input type="checkbox"/> Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	<input type="checkbox"/> Electoral Area 'C'/ Christina Lake Director Grace McGregor	<input type="checkbox"/> Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	<input checked="" type="checkbox"/> Electoral Area 'E'/ West Boundary Director Vicki Gee
---	---	---	--	--

Applicant:	* Boundary Martial Arts Club			
Address:	* PO Box 118-1860 Hulme Creek Rd. Rock Creek, BC			
Phone:	* 250 449 8404	Fax:		E-Mail: * vlodkob@telus.net
Representative:	* Vlodko Barchuk Vice President? Treasurer			
Make Cheque Payable To:	* Boundary Martial Arts Club - Heritage Credit Union, Greenwood			

\*Starred items, including contact information, must be completed in full.

\*\*\*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? \$1000.00 What amount are you requesting from this RDKB Director(s)? \$1000.00

What is the Grant-in-Aid for? (attach an extra sheet if necessary)

provision of uniforms, Personal Protection Equipment and Twice annual Testing Fees payable to World Federation of Tae Kwan Do

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: 10-03-2017 Applicant Signature: Vlodko Barchuk Print Name: Vlodko Barchuk

### Office Use Only

Grant approved by Electoral Area Director: \_\_\_\_\_

Approved by Board: \_\_\_\_\_

**SUBMIT**





## *Statutory Approval*

*Under the provisions of section* \_\_\_\_\_ 342 \_\_\_\_\_

*of the* \_\_\_\_\_ *Local Government Act* \_\_\_\_\_

*I hereby approve Bylaw No.* \_\_\_\_\_ 1625 \_\_\_\_\_

*of the* \_\_\_\_\_ *Regional District of Kootenay Boundary* \_\_\_\_\_,

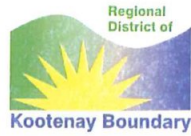
*a copy of which is attached hereto.*

*Dated this* \_\_\_\_\_ 03 *day*

*of* \_\_\_\_\_ March \_\_\_\_\_, 2017

A handwritten signature in black ink, appearing to be "JL" followed by a long horizontal stroke.

Deputy Inspector of Municipalities



### Bylaw No. 1625

A bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to establish a service within Electoral Area 'C'/Christina Lake to provide funds for the operation and maintenance of the Christina Lake Water Utility.

**WHEREAS** a Regional District may, by bylaw, establish and operate a service under the provisions of the *Local Government Act*;

**AND WHEREAS** a Regional District of Kootenay Boundary wishes to establish a service for the purpose of operating and maintaining the Christina Lake Water Utility;

**AND WHEREAS** the Regional District of Kootenay Boundary has been granted the authority, through an Order in Council, to assume the operation and maintenance of the water system lights formerly managed by the Christina Waterworks District;

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

1. Establishment

The Regional District of Kootenay Boundary hereby establishes a water utility service in Electoral Area 'C'/Christian Lake to be known as Christina Lake Water Utility Service.

2. Purpose

The purpose of this bylaw is to establish a water utility service in Electoral Area 'C'/Christina Lake of the Regional District of Kootenay Boundary.

3. Service Area and Participants

The boundaries of the service area shall be in Electoral Area 'C'/Christina Lake as outlined on the plan attached as Schedule 'A'.

The service participant is Electoral Area 'C'/Christina Lake.

4. Financial Matters and Apportionment

The annual operating costs shall be recovered as authorized under the *Local Government* or any other *Act* by one or more of the following:

- (a) property value taxes;

- (b) parcel taxes imposed;
- (c) fees and charges imposed;
- (d) revenues raised by other means;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.

The maximum amount that may be requisitioned pursuant to the Bylaw and the *Local Government Act* for the service will be the greater of:

- a) two hundred and sixty thousand dollars (\$260,000) dollars; or
- b) an amount equal to the amount that could be raised by a property value tax of \$1.94/1000 dollars which when applied to the net taxable value of land and improvements within the service area will yield the maximum amount that may be requisitioned.

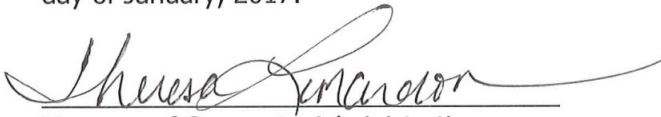
5. Citation

This Bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017".

Read a **FIRST and SECOND** time this 26th day of January, 2017.

Read a **THIRD** time this 26<sup>th</sup> day of January, 2017.

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1625 cited as "Regional District of Kootenay Boundary Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017" as read a third time this 26<sup>th</sup> day of January, 2017.

  
 Manager of Corporate Administration

**APPROVED** by the Inspector of Municipalities this 3<sup>rd</sup> day of March, 2017.

**RECONSIDERED** and finally adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
 Chair

\_\_\_\_\_  
 Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Regional District of Kootenay Boundary Bylaw No. 1625 cited as "Regional District of Kootenay Boundary Christina Lake Water Utility Service Establishment Bylaw No. 1625, 2017" as reconsidered and finally adopted this

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Manager of Corporate Administration





**REGIONAL DISTRICT OF KOOTENAY BOUNDARY**

**BYLAW NO. 1624**

A Bylaw to amend Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300, 2007 of the  
Regional District of Kootenay Boundary

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

**AND WHEREAS** the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'C'/Christina Lake 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. 1624, 2017;
2. Section 414. 'Neighbourhood Commercial 4' (C4) Zone is to be amended by adding the following Permitted Principal Use immediately after Section 414.1(e)  
(f) Medical and dental clinic.

**READ A FIRST TIME AND SECOND TIME** this 21<sup>st</sup> day of February, 2017.

**PUBLIC HEARING NOTICE ADVERTISED** in Christina Lake News this 2<sup>nd</sup> day of March, 2017 and also this 9<sup>th</sup> day of March, 2017.

**PUBLIC HEARING** held on this 14<sup>th</sup> day of March, 2017.

**READ A THIRD TIME** this 21<sup>st</sup> day of March, 2017.

I, Theresa Lenardon, Manager of Corporate Administration hereby certify the foregoing to be a true and correct copy of Bylaw No. 1624, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1624, 2017" as read a third time by the Regional District of Kootenay Boundary Board of Directors this 21<sup>st</sup> day of March, 2017.

---

Manager of Corporate Administration

**APPROVED** by the Ministry of Transportation and Infrastructure Approving Officer this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Approving Officer

**RECONSIDERED AND FINALLY ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
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. 1624, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1624, 2017".

\_\_\_\_\_  
Manager of Corporate Administration

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

### BYLAW NO. 1631

A Bylaw to amend Big White Zoning Bylaw No. 1166, 2001  
of the Regional District of Kootenay Boundary

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

**AND WHEREAS** the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Big White 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. 1631, 2017.
2. The Regional District of Kootenay Boundary Zoning Bylaw No. 1166, 2001 is amended to:
  - a) Add the following new zone to the Table of Contents, immediately following '407. HOSTEL/EMPLOYEE HOUSING RESIDENTIAL 6 ZONE R6':

"407A. EMPLOYEE HOUSING RESIDENTIAL R6A"

b) Add the following new definition under Section 103, immediately following the definition for 'DWELLING, TWO FAMILY':

**"EMPLOYEE HOUSING** means the use of a room or suite other than a dwelling unit for an individual(s) whose principal place of employment is within the Controlled Recreation Area of Big White Ski Resort."

c) Add the following new zone to the lists of zones in the table under Section 401(1), immediately following the 'R6 HOSTEL/EMPLOYEE HOUSING RESIDENTIAL 6 ZONE':

"R6A	EMPLOYEE HOUSING RESIDENTIAL 6A ZONE
------	--------------------------------------

d) Add the following new zone after Section 407:

**"407A. EMPLOYEE HOUSING RESIDENTIAL 6A ZONE R6A**

1. Subject to compliance with the general provisions in Part 3, the following provisions shall apply in the Employee Housing Residential R6A Zone.

**2. Permitted Uses**

The following uses only shall be permitted:

- a) Employee Housing;
- b) Employee Services;
- c) Accessory buildings and structures.

**3. Minimum Parcel Area**

The minimum parcel area shall be 2,000 m<sup>2</sup>.



**4. Floor Area Ratio**

The maximum floor area ratio shall be 0.8

**5. Setbacks**

No building or structure or part thereof except a fence shall be located within:

- a) 4.5 metres of a front lot line;
- b) 4 metres of a rear and interior side lot line;
- c) 3 metres of an exterior side lot line.

**6. Parcel Coverage**

The maximum parcel coverage shall be 60%. Notwithstanding the foregoing, portions of underground parking areas which are not directly under the foot print of a building and which are entirely below the finished grade of the parcel and thereby fully concealed, shall be deemed to be exempt from these parcel coverage standards.

**7. Height**

- a) Principal buildings shall not exceed 17 metres in height;
- b) Accessory buildings shall not exceed 6 metres of one storey in height.

**8. Parking**

Off-street parking spaces shall be provided in accordance with Section 317 of this Bylaw with the exception of 317(6) (Proportion of parking spaces that must be covered)."

3. Schedule B (Big White Zoning Map) of the Big White Zoning Bylaw No. 1166, 2001 is amended to rezone the following area, from 'Chalet Residential 3' Zone to 'Employee Housing Residential 6A' Zone:  
 -Proposed DL 4255 in the vicinity of DL 4219, SDYD  
 as shown outlined in red on the Schedule Z attached hereto and forming part of this Bylaw.

**READ A FIRST AND SECOND TIME** this 21<sup>st</sup> day of March, 2017.

**PUBLIC HEARING NOTICE ADVERTISED** in the Kelowna Daily Courier this \_\_\_ day of \_\_\_\_, and also this \_\_\_ day of \_\_\_\_, 20\_\_.

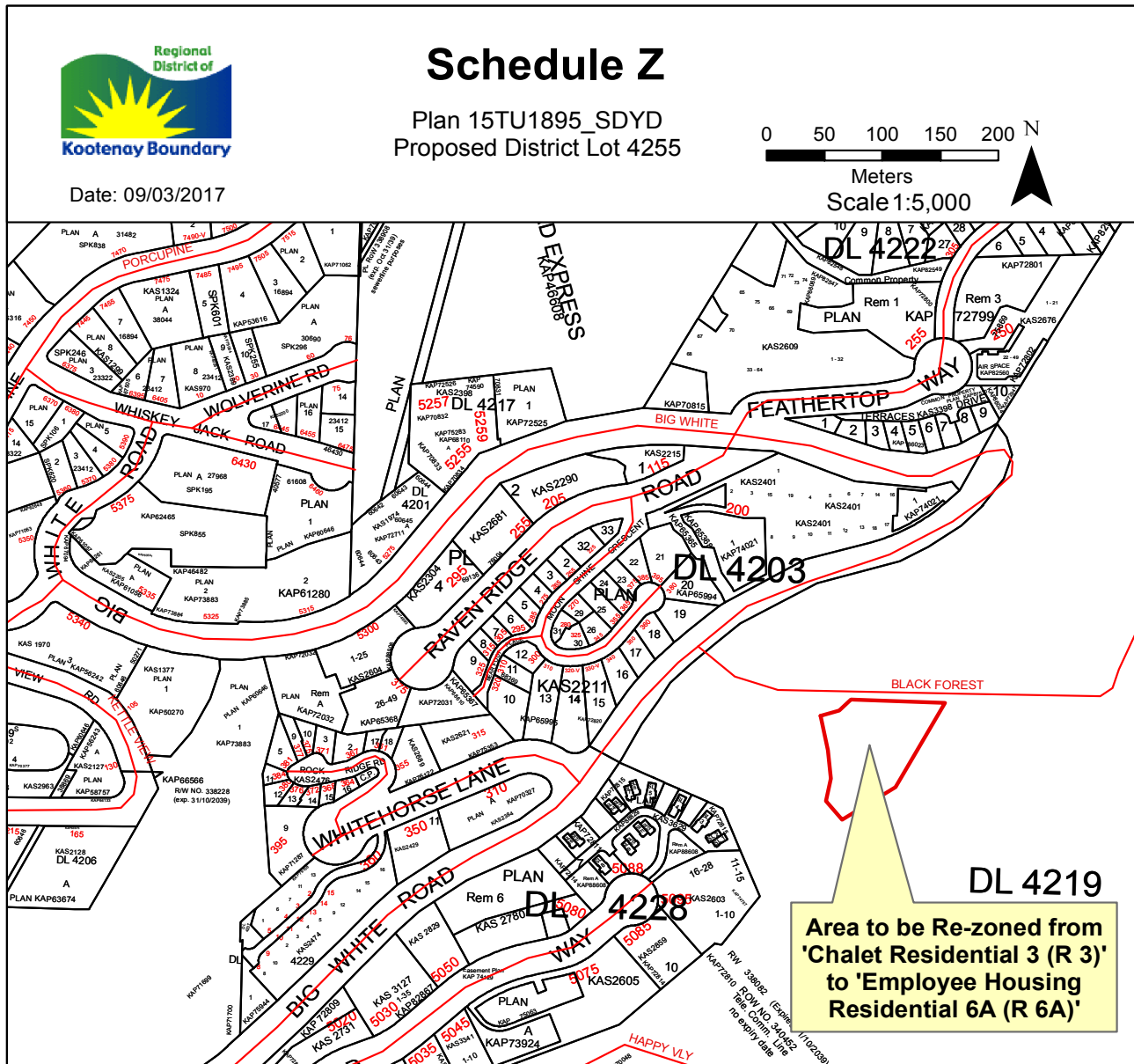
**PUBLIC HEARING** held on this \_\_\_ day of \_\_\_\_, 20\_\_.

**READ A THIRD TIME** this \_\_\_ day of \_\_\_\_, 20\_\_.

**ADOPTED** this \_\_\_ day of \_\_\_\_, 20\_\_.

I, Theresa Lenardon, Manager of Corporate Administration, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1631, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1631, 2017 as read a third time by the Regional District of Kootenay Boundary Board of Directors this \_\_\_ day of \_\_\_\_, 20\_\_.

\_\_\_\_\_  
 Manager of Corporate Administration



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. 1631."

\_\_\_\_\_  
Manager of Corporate Administration

\_\_\_\_\_  
Date

**REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
BYLAW NO. 1634**

A Bylaw to amend Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299, 2005  
of the Regional District of Kootenay Boundary

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

**AND WHEREAS** the Regional District of Kootenay Boundary Board of Directors believes it to be in the public interest to amend the Electoral Area 'D'/Rural Grand Forks 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. 1634, 2017;
2. Regional District of Kootenay Boundary Zoning Bylaw No. 1299, 2005 is amended to:
  - a) Add the following new zone to the Table of Contents, immediately following '407. EXTENSIVE AGRICULTURAL RESOURCE 2 ZONE AGR 2':  
"407A. EXTENSIVE AGRICULTURAL RESOURCE 2A ZONE AGR 2A"
  - b) Add the following new zone to the lists of zones in the table under Section 401(1), immediately following the 'AGR 2 Extensive Agricultural Resource 2':

"AGR 2A	Extensive Agricultural Resource 2A"
---------	-------------------------------------

- c) Add the following text after Section 406A(7):

***"407A. EXTENSIVE AGRICULTURAL RESOURCE 2A ZONE    AGR2A***

The following provisions apply to lands in the Extensive Agricultural Resource 2A Zone:

**1.    *Permitted Principal Uses***

Only the following uses are permitted, and only in conjunction with the restrictions noted in italics:

- (a) Agriculture;
- (b) Campgrounds, *only if approved by the Agricultural Land Commission (See Sections 303 and 318)*;
- (c) Golf Courses, *only if approved by the Agricultural Land Commission*
- (d) Intensive agriculture, *only for properties located within the Agricultural Land Reserve*;
- (e) Processing of agricultural products, *only if a minimum of 50% of products processed are grown on-farm*;
- (f) Sales of agricultural products grown or raised in the area, *only if sales floor area is less than 112m<sup>2</sup>*;
- (g) Single family dwelling;

**2.    *Permitted Secondary Uses***

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

- (a) Accessory buildings and structures;
- (b) Bed and breakfast / boarding use;
- (c) Guest ranches; *subject to the approval of the Agricultural Land Commission (See Section 319);*
- (d) Home-based business *(See Section 306);*
- (e) Secondary Suite, *on parcels greater than 1.0 hectare in area (see Section 320);*
- (f) Manufactured home up to 9m in width for a member of the owner's immediate family.

**3. Parcel Area**

For lands to be subdivided, parcel size must not be less than 20 hectares.

**4. Density**

Maximum one single family dwelling per parcel, and one manufactured home for immediate family.

**5. Setbacks**

Minimum setbacks for buildings and structures:

- (a) for parcels less than 1 hectare in area:
  - (i) 7.5 m from a front parcel line;
  - (ii) 1.5 m from an interior side parcel line;
  - (iii) 4.5 m from an exterior side parcel line;
  - (iv) 4.5 m from a rear parcel line.
- (b) for parcels 1 hectare or greater in area:
  - (i) 7.5 m from a front parcel line;
  - (ii) 3 m from an interior side parcel line;
  - (iii) 4.5 m from an exterior side parcel line;
  - (iv) 4.5 m from a rear parcel line.

**6. Parcel Coverage**

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

**7. Parking**

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

3. Schedule A (Area 'D' Zoning Map) of the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299, 2005 is amended to rezone the following property from 'Extensive

Agricultural Resource 2' (AGR2) Zone to 'Extensive Agricultural Resource 2A' (AGR2A) Zone:

-DL 3009, SDYD, Portion excluding northerly 16 chains except Plan 36456

as shown outlined in red on the Schedule Z attached hereto and forming part of this Bylaw.

**READ A FIRST TIME AND SECOND TIME** this 21<sup>st</sup> day of March, 2017.

**PUBLIC HEARING NOTICE ADVERTISED** in the Grand Forks Gazette this \_\_\_ day of \_\_\_, and also this day of \_\_\_, 20\_\_.

**PUBLIC HEARING** held on this \_\_\_ day of \_\_\_, 20\_\_.

**READ A THIRD TIME** this \_\_\_ day of \_\_\_, 20\_\_.

**ADOPTED** this \_\_\_ day of \_\_\_, 20\_\_.

I, Theresa Lenardon, Manager of Corporate Administration, hereby certify the foregoing to be a true and correct copy of Bylaw No. 1634, cited as "Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1634, 2017" as read a third time by the Regional District of Kootenay Boundary Board of Directors this \_\_\_ day of \_\_\_, 20\_\_.

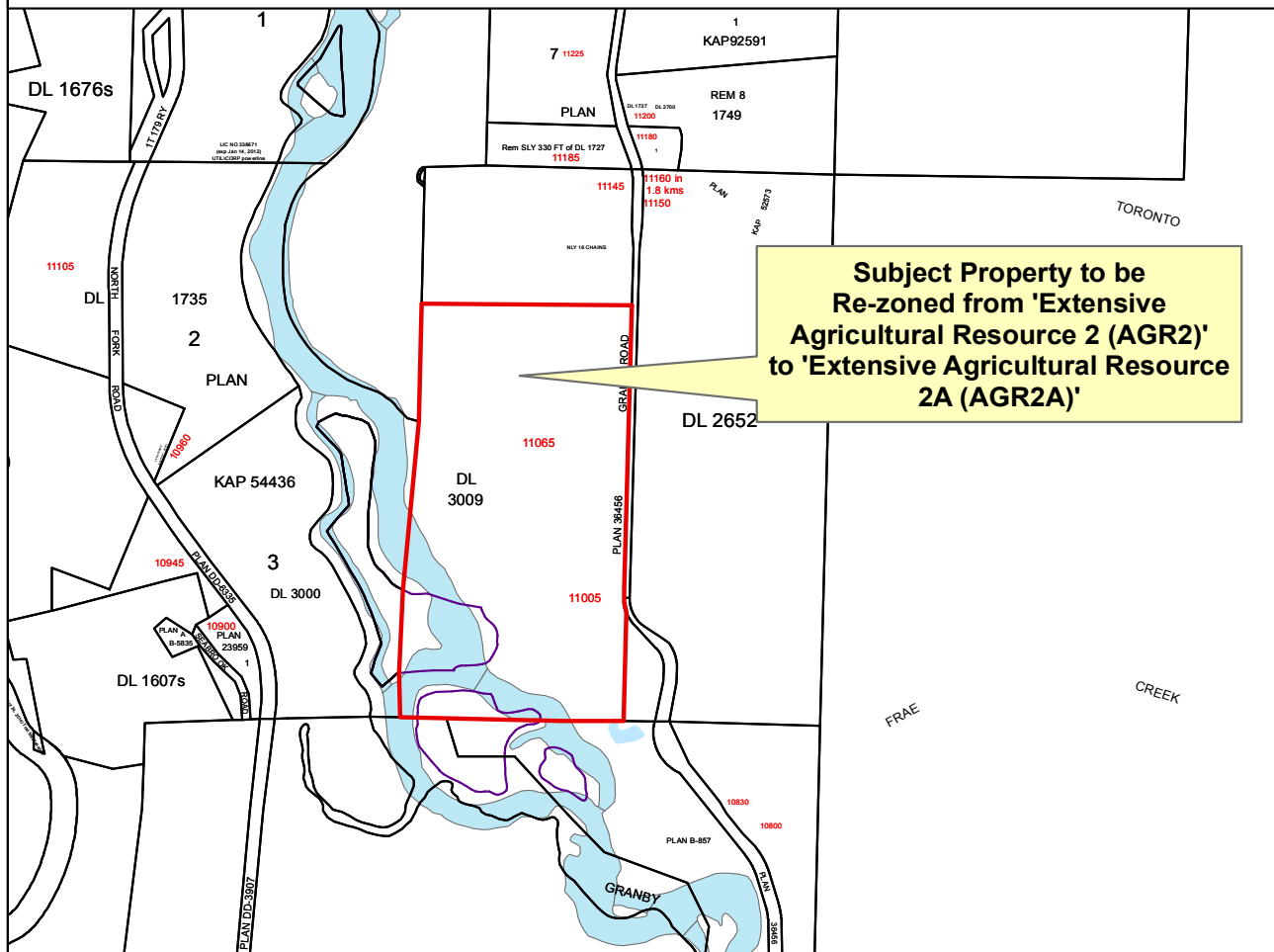
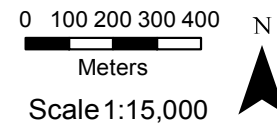
\_\_\_\_\_  
Manager of Corporate Administration



## Schedule Z

Portion EXC NLY 16 CHAINS  
Except Plan 36456  
District Lot 3009

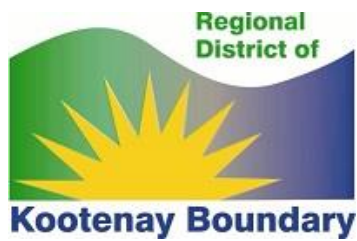
Date: 09/03/2017



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. 1634."

## Manager of Corporate Administration

Date \_\_\_\_\_



## STAFF REPORT

**Date:** 14 Mar 2017 **File**  
**To:** Chair McGregor and Members,  
 Board  
**From:** Beth Burget, General Manager of  
 Finance  
**Re:** Financial Plan Bylaw 1637

### Issue Introduction

A staff report from Beth Burget, General Manager of Finance presenting Financial Plan Bylaw 1637.

### History/Background Factors

The March 15, 2017 COW (Finance) included details of budgets/resolutions which were approved at prior RDKB Committees and stakeholder groups. Budgets for Services which were not previously approved at other meetings were approved at the March 15th COW meeting. This included:

- 001 General Administration
- 002 Electoral Area Administration
- 005 Planning and Development
- 014 Parks and Trails - Electoral Area B/Lower Columbia - Old Glory
- 027 Parks and Trails - Area C
- 045 Area D Rural Grand Forks Regional Parks & Trails
- 047 Heritage Conservation - Area D
- 051 Fire Protection - Christina Lake
- 054 Big White Fire - Specified Area
- 056 Rural Greenwood Fire Service
- 057 Fire Protection - Grand Forks Rural
- 058 Fire Protection - Kettle Valley
- 065 Area E Regional Parks & Trails
- 074 Big White Security Services
- 019 Beaver Valley Regional Parks & Trails

Amendments were made to the following services:

- 053 Fire Protection - Beaverdell
- 055 Midway & Beaverdell Emergency Response
- 145 Greenwood Area E Cemetery

The Committee was also provided with notes from townhall meetings and overall summary financial plan information.

After receiving all of the referenced material, the Committee of the Whole (Finance) adopted the following resolution:

That the Committee of the Whole (Finance) recommends approval of the 2017 - 2021 Five Year Financial Plan as presented, including amendments to Fire Protection - Beaverdell, Midway & Beaverdell Emergency Response and Greenwood Area E Cemetery), to the Regional District of Kootenay Boundary Board of Directors.

An amendment has since been made to Service 054 - Big White Fire. An additional payable of \$59,000 relating to the firehall renovations was recorded in the 2016 actuals resulting in a change in the 2017 budget of a prior year surplus of \$34,691 to a prior year deficit of \$24,309. The transfer from reserve was adjusted by \$59,000 resulting in no change to the tax requisition.

### **Implications**

The Five Year Financial Plan is required to be adopted by March 31st pursuant to Section 374 of the Local Government Act.

### **Advancement of Strategic Planning Goals**

Overall, the RDKB's 2017-2021 Financial Plan has been developed in recognition of, and as much as possible in keeping with the objectives of:

- Exceptional Cost Effective and Efficient Services
- Continuing to Focus on Organizational Excellence
- Improve and Enhance Communication

### **Background Information Provided**

Service 054 Big White Fire 2017 - 2021 Five Year Financial Plan  
Financial Plan Bylaw 1637, 2017  
Budget Summaries by Service



**Alternatives**

1. Receipt

**Recommendation(s)**

That Service 054 Big White Fire 2017 - 2021 Five Year Financial Plan be approved.

That Regional District of Kootenay Boundary Financial Plan Bylaw No. 1637 be given first, second and third readings.

That Regional District of Kootenay Boundary Financial Plan Bylaw No. 1637 be reconsidered and adopted.



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO 054  
FIRE PROTECTION AREA 'E' / WEST BOUNDARY - BIG WHITE

PARTICIPANT: Big White Fire Protection Specified Area

		PAGE	2015 ACTUAL	2016 BUDGET	2016 ACTUAL	(OVER) UNDER	2017 BUDGET	Increase(Decrease) between 2016 BUDGET and 2017 BUDGET		2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
								\$	%				
REVENUE													
11 830 905	Property Tax Requisition	2	840,049	865,029	865,029	0	918,165	53,136	6.14	1,074,129	1,094,360	1,115,041	1,136,184
11 210 100	Federal Grant in Lieu	3	0	0	0	0	0	0	0.00	0	0	0	0
11 590 159	Miscellaneous Revenue	4	101,921	7,000	15,691	(8,691)	8,000	1,000	14.29	7,000	7,000	7,000	7,000
11 590 185	Fuel Recoveries	5	0	0	3,336	(3,336)	9,150	9,150	0.00	0	0	0	0
11 911 100	Previous Year's Surplus	6	117,698	173,652	173,652	0	0	(173,652)	(100.00)	0	0	0	0
11 920 002	Revenue From Capital Fund	7	0	0	0	0	0	0	0.00	1,200,000	0	0	0
11 921 205	From Equipment Reserve	8	335,197	1,060,000	1,060,000	0	159,000	(901,000)	(85.00)	225,000	175,000	175,000	175,000
Total Revenue			1,394,866	2,105,681	2,117,708	-12,027	1,094,315	(1,011,366)	(48.03)	2,506,129	1,276,360	1,297,041	1,318,184
EXPENDITURE													
12 241 110	Salaries - Officers	9	339,225	353,360	338,491	14,869	358,128	4,768	1.35	365,291	372,597	380,049	387,649
12 242 124	Wages & Benefits - Volunteers	10	108,533	101,773	104,913	(3,140)	103,673	1,900	1.87	105,746	107,861	110,019	112,219
12 242 126	Work Experience Program	11	30,122	30,600	36,032	(5,432)	35,600	5,000	16.34	36,312	37,038	37,779	38,535
12 242 159	Uniform Allowance	12	4,642	8,200	9,595	(1,395)	8,200	0	0.00	8,200	8,200	8,200	8,200
12 242 233	First Responder Program	13	11,836	18,200	19,413	(1,213)	20,000	1,800	9.89	20,400	20,808	21,224	21,649
12 242 234	Training/Seminars	14	31,073	32,850	30,202	2,648	32,850	0	0.00	33,447	34,056	34,677	35,311
1 TOTAL COMPENSATION			525,432	544,983	538,646	6,337	558,451	13,468	2.47	569,396	580,560	591,947	603,562
12 241 235	Fire Prevention	15	6,866	7,283	5,605	1,678	7,283	0	0.00	7,429	7,577	7,729	7,883
12 241 251	Office Supplies	16	5,972	13,100	12,979	121	13,100	0	0.00	13,410	13,632	13,859	14,090
12 242 239	Membership & Reference Materials	17	1,148	2,000	1,298	702	2,000	0	0.00	2,040	2,081	2,122	2,165
12 248 561	Shop Supplies	18	4,010	5,000	1,272	3,728	6,000	1,000	20.00	6,120	6,242	6,367	6,495
2 TOTAL OFFICE & SUPPLIES			17,995	27,383	21,154	6,229	28,383	1,000	3.65	28,999	29,533	30,078	30,633
12 241 213	Telephone	19	3,480	6,400	5,047	1,353	6,400	0	0.00	6,528	6,659	6,792	6,928
12 247 551	Utilities - Water & Sewer	20	1,953	3,000	2,239	761	3,000	0	0.00	3,060	3,121	3,184	3,247
12 247 553	Utilities - Electricity	21	17,159	34,000	27,740	6,260	38,000	4,000	11.76	38,760	39,535	40,326	41,132
6 TOTAL UTILITIES			22,592	43,400	35,026	8,374	47,400	4,000	9.22	48,348	49,315	50,301	51,307
12 241 248	SCBA Tests and Repairs	22	7,615	12,624	8,206	4,417	12,924	300	2.38	13,182	13,446	13,715	13,989
12 247 243	Building Maintenance	23	17,020	31,800	46,538	(14,738)	31,800	0	0.00	32,416	33,044	33,685	34,339
12 248 215	Communication Equipment R&M	24	10,002	11,450	11,863	(413)	11,450	0	0.00	11,679	11,913	12,151	12,394
9 TOTAL REPAIR & MAINTENANCE			34,638	55,874	66,608	-10,735	56,174	300	0.54	57,277	58,403	59,551	60,722
12 241 237	3 Insurance	25	1,716	369	369	0	4,132	3,763	1,019.78	4,215	4,299	4,385	4,473
12 242 230	5 Board Fees	26	12,711	12,942	12,942	0	13,177	235	1.82	13,441	13,709	13,984	14,263
12 247 247	8 Safety Equipment	27	30,086	41,000	32,084	8,916	33,500	(7,500)	(18.29)	34,170	34,853	35,550	36,261
12 248 253	10 Vehicle Maintenance	28	72,187	83,920	111,721	(27,801)	84,250	330	0.39	73,695	75,169	76,672	78,206
12 242 717	11 Contracted Services	29	0	2,500	0	2,500	2,500	0	0.00	2,538	2,576	2,614	2,653
12 247 618	11 Hydrant Maintenance Fees	30	83,491	94,567	83,597	10,970	94,567	0	0.00	97,404	100,326	103,336	106,436
12 242 210	12 Travel/Mileage	31	3,152	8,300	503	7,797	8,300	0	0.00	8,416	8,534	8,655	8,778
12 242 212	12 Meetings	32	10,017	12,000	5,053	6,947	12,500	500	4.17	13,085	13,698	14,341	15,014
12 242 999	13 Contingencies	33	0	7,444	0	7,444	11,673	4,229	56.81	11,906	12,145	12,387	12,635
12 242 820	14 Debt - Interest	34	0	0	0	0	0	0	0.00	0	0	0	0
12 242 830	15 Debt - Principal	35	0	0	0	0	0	0	0.00	0	0	0	0
12 241 840	10 Vehicle Financing	36	0	0	0	0	0	0	0.00	243,240	243,240	243,240	243,240
12 247 610	16 Capital/Amortization	37	335,197	1,066,000	1,234,314	(168,314)	115,000	(951,000)	(89.21)	1,250,000	0	0	0
12 242 741	18 Contribution To Reserve	38	72,000	105,000	0	105,000	0	(105,000)	(100.00)	50,000	50,000	50,000	50,000
12 242 990	21 Previous Year's Deficit	39	0	0	0	0	24,309	24,309	0.00	0	0	0	0
TOTAL OTHER			620,557	1,434,042	1,480,583	-46,541	403,908	(1,030,134)	(71.83)	1,802,109	558,549	565,164	571,960
Total Expenditure			1,221,214	2,105,681	2,142,017	-36,336	1,094,315	(1,011,366)	(48.03)	2,506,129	1,276,360	1,297,041	1,318,184
Surplus(Deficit)			173,652		(24,309)								

11 830 905 054

Notes:	Previous Year Budget	865,029
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Federal Grant in Lieu	2016	2017	2018	2019	2020	2021
Account	11 210 100 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Federal Grant in Lieu	-	-	-	-	-	-
Current Year Budget		-	-	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2016	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Miscellaneous Revenue	2016	2017	2018	2019	2020	2021
Account	11 590 159 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Miscellaneous Revenue	7,000	8,000	7,000	7,000	7,000	7,000
Current Year Budget		7,000	8,000	7,000	7,000	7,000	7,000

Notes:	Previous Year Budget	7,000
	Actual to December 31, 2016	15,691

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Fuel Recoveries	2016	2017	2018	2019	2020	2021
Account	11 590 185 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	BW - Paladin Security Contractor Recovery		9,150				
Current Year Budget		-	9,150	-	-	-	-

Notes:	Previous Year Budget	-
	Actual to December 31, 2016	3,336

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Previous Year's Surplus	2016	2017	2018	2019	2020	2021
Account	11 911 100 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Surplus	173,652	-	-	-	-	-
Current Year Budget		173,652	0	-	-	-	-

Notes:

Previous Year Budget	173,652
Actual to December 31, 2016	173,652

Name	Revenue From Capital Fund	2016	2017		2018		2019		2020		2021
Account	11 920 002 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Short term borrowing for ladder truck	-	-		1,200,000						
	Current Year Budget	-	-		1,200,000		-		-		-

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Name	From Equipment Reserve	2016	2017	2018	2019	2020	2021			
Account	11 921 205 054	Prior Year	Budget	Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount			
1	Aerial Apparatus Ladder - lease to own	-	-	175,000	R	175,000	R	175,000	R	
2	Interim Finance costs 5% x 2,000,000 x 200 days									
3	Vehicle Replacement	60,000								
4	Firehall Reno	1,000,000	159,000							
5	Paving Parking Lot									
6	Emergency Generator									
7	Replace Ford Expedition			50,000						
	Current Year Budget	1,060,000	159,000	225,000		175,000		175,000		175,000

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Name	Salaries - Officers	2016			2017		2018		2019		2020		2021
Account	12 241 110 054	Prior Year			Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Rate	Annual Hours	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Fire Chief - Base Salary	97,317	B-Mid		98,777	2.0%	100,752	2.0%	102,767	2.0%	104,823	2.0%	106,919
2	Fire Chief - Other Paid Benefits	10,092			10,092	2.0%	10,294	2.0%	10,500	2.0%	10,710	2.0%	10,924
3	Deputy Fire Chief - Operations	69,212	D-Mid		70,250	2.0%	71,655	2.0%	73,089	2.0%	74,550	2.0%	76,041
4	Housing Allowance for Deputy (185 x 26pp)	6,292			6,292	2.0%	6,418	2.0%	6,546	2.0%	6,677	2.0%	6,811
5	Allowance for Benefit Plans	49,387	27.0%		50,061		51,062		52,084		53,125		54,188
6	Captain Fire Prevention	65,726			66,712	2.0%	68,046	2.0%	69,407	2.0%	70,795	2.0%	72,211
7	Allowance for Overtime/call-backs	9,415	\$ 35.39	270.0	9,555	2.0%	9,746	2.0%	9,941	2.0%	10,140	2.0%	10,343
8	On Call (2Hrs pay for each shift) 125x2=250	8,718	\$ 35.39	250.0	8,848	2.0%	9,024	2.0%	9,205	2.0%	9,389	2.0%	9,577
9	Allowance for Benefit Plans	22,642	27.0%		22,981		23,441		23,909		24,388		24,875
10	Cost pressures - Mangement 2.0%												
11	Clerical 4hrs X 52 weeks X \$20	4,160	\$ 20.00	208.0	4,160	2.0%	4,243	2.0%	4,328	2.0%	4,415	2.0%	4,503
12	Duty Officer Coverage	10,400	\$ 25.00	416.0	10,400	2.0%	10,608	2.0%	10,820	2.0%	11,037	2.0%	11,257
	Current Year Budget	353,360			358,128		365,291		372,597		380,049		387,649

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Wages & Benefits - Volunteers	2016	2017	2018	2019	2020	2021				
Account	12 242 124 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Volunteer Insurance	2,653	2,653	2.0%	2,706	2.0%	2,760	2.0%	2,815	2.0%	2,872
2	Training Time and Call Outs	96,500	99,000	2.0%	100,980	2.0%	103,000	2.0%	105,060	2.0%	107,161
3	Retention Paraphernalia	2,100	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
4	Ladies Auxiliary	520	520	2.0%	530	2.0%	541	2.0%	552	2.0%	563

Notes: Previous Year Budget 101,773  
Actual to December 31, 2016 104,913  
Item #2 Increasing every year by a few volunteers  
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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Work Experience Program	2016	2017		2018	2019		2020		2021	
Account	12 242 126 054	Prior Year	Budget		Budget	Budget		Budget		Budget	
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training and call out time	30,600	35,600	2.0%	36,312	2.0%	37,038	2.0%	37,779	2.0%	38,535
			-	2.0%		2.0%	-	2.0%	-	2.0%	-

Notes:		Previous Year Budget	30,600
		Actual to December 31, 2016	36,032
Item #1	Increase due to program expansion		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Uniform Allowance	2016	2017	2018	2019	2020	2021
Account	12 242 159 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount
1	Fire Chief	1,200	1,200		1,200		1,200
2	DFC - Operations	1,200	1,200		1,200		1,200
3	Uniforms - Volunteer Crew	2,400	2,400		2,400		2,400
4	Cleaning Charges	2,200	2,000		2,000		2,000
5	FPO Prevention	1,200	1,000		1,000		1,000
6	Captain Assistant Training Officer		400		400		400
Current Year Budget		8,200	8,200		8,200		8,200

Notes: Previous Year Budget 8,200  
Actual to December 31, 2016 9,595  
Item #1,2,5 Increased Uniform Allowance for FC, DFC, & FPO

Name	First Responder Program	2016	2017		2018		2019		2020		2021
Account	12 242 233 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Training	6,000	6,800	2.0%	6,936	2.0%	7,075	2.0%	7,216	2.0%	7,361
2	Call Outs	-	-	2.0%	-	2.0%	-	2.0%	-	2.0%	-
3	Misc - FR Supplies	4,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
4	O2 cylinder rental/misc	3,500	4,500	2.0%	4,590	2.0%	4,682	2.0%	4,775	2.0%	4,871
5	EMR Training/Licensing	4,700	4,700	2.0%	4,794	2.0%	4,890	2.0%	4,988	2.0%	5,087
	Current Year Budget	18,200	20,000		20,400		20,808		21,224		21,649

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Fire Prevention	2016	2017		2018		2019		2020		2021
Account	12 241 235 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Miscellaneous	6,000	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495
2	One Step - Licensing fees for computer software system	1,283	1,283	2.0%	1,309	2.0%	1,335	2.0%	1,362	2.0%	1,389
Current Year Budget		7,283	7,283		7,429		7,577		7,729		7,883

Notes:		Previous Year Budget	7,283
		Actual to December 31, 2016	5,605
Item #2	1 - NFPA Subscription Service		



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Office Supplies	2016	2017	2018	2019	2020	2021				
Account	12 241 251 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	General Supplies	5,200	5,200	2.0%	5,304	2.0%	5,410	2.0%	5,518	2.0%	5,629
2	Computer Upgrades, Visio & Networking	3,100	3,100	2.0%	3,162	2.0%	3,225	2.0%	3,290	2.0%	3,356
3	Shipping and mail charges	600	600	2.0%	612	2.0%	624	2.0%	637	2.0%	649
4	IKON - maintenance service agreement	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
5	Office Furniture, cabinet, shelving	1,200	1,200		1,292		1,292		1,292		1,292
6	Licensing fees for computer software system (FDM)	1,000	1,000		1,000		1,000		1,000		1,000

Notes:	Previous Year Budget	13,100
	Actual to December 31, 2016	12,979
Item #4	Photo Copy Maint	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Membership & Reference Materials	2016	2017		2018		2019		2020		2021
Account	12 242 239 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Membership and reference materials	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165

Notes:

Previous Year Budget	2,000
Actual to December 31, 2016	1,298

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Shop Supplies	2016	2017	2018	2019	2020	2021				
Account	12 248 561 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Cleaning Supplies	3,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
2	Shop tools	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
3	Event supplies	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
							</				

Notes:

Previous Year Budget	5,000
Actual to December 31, 2016	1,272

Name	Telephone	2016	2017		2018		2019		2020		2021
Account	12 241 213 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Business lines with over-ride function	3,600	3,600	2.0%	3,672	2.0%	3,745	2.0%	3,820	2.0%	3,897
2	Repairs - maintenance agreement	1,300	1,300	2.0%	1,326	2.0%	1,353	2.0%	1,380	2.0%	1,407
3	Long distance and faxes	500	500	2.0%	510	2.0%	520	2.0%	531	2.0%	541
4	Telus ADSL Internet Service	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
	Current Year Budget	6,400	6,400		6,528		6,659		6,792		6,928

Notes:	Previous Year Budget	6,400
	Actual to December 31, 2016	5,047

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name Account	Utilities - Water & Sewer 12 247 551 054	2016 Prior Year	2017 Budget		2018 Budget		2019 Budget		2020 Budget		2021 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Water & Sewer	3,000	3,000	2.0%	3,060	2.0%	3,121	2.0%	3,184	2.0%	3,247
Current Year Budget		3,000	3,000		3,060		3,121		3,184		3,247

Notes:

Previous Year Budget	3,000
Actual to December 31, 2016	2,239

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name Account	Utilities - Electricity 12 247 553 054	2016 Prior Year	2017 Budget		2018 Budget		2019 Budget		2020 Budget		2021 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Utilities - Electrical	18,000	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
2	Utilities - Propane	16,000	18,000	2.0%	18,360	2.0%	18,727	2.0%	19,102	2.0%	19,484
Current Year Budget		34,000	38,000		38,760		39,535		40,326		41,132

Notes: Previous Year Budget 34,000  
Actual to December 31, 2016 27,740  
Items #1&2 Increase due to the addition  
\_\_\_\_\_  
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Name	SCBA Tests and Repairs	2016	2017		2018	2019	2020	2021			
Account	12 241 248 054	Prior Year	Budget		Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Compressor Maintenance	1,000	1,300	2.0%	1,326	2.0%	1,353	2.0%	1,380	2.0%	1,407
2	Air sample test	424	424	2.0%	432	2.0%	441	2.0%	449	2.0%	458
3	Miscellaneous repairs	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
4	Certification test 5 @ 100	700	700	2.0%	714	2.0%	728	2.0%	743	2.0%	758
5	Cylinder replacement 2 @ 1000	2,000	2,000	2.0%	2,040	2.0%	2,081	2.0%	2,122	2.0%	2,165
6	Misc. SCBA equipment - mask, pack, alarm, speaker, e	6,000	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495
	Current Year Budget	12,624	12,924		13,182		13,446		13,715		13,989

Notes:	Previous Year Budget	12,624
	Actual to December 31, 2016	8,206
Item #5	Replacement program for expiring cyliners	

Name	Building Maintenance	2016	2017		2018		2019		2020		2021
Account	12 247 243 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Snow Removal	6,800	6,800	2.0%	6,936	2.0%	7,075	2.0%	7,216	2.0%	7,361
2	Bay Door Repair/Service	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
3	Miscellaneous	12,000	12,000	2.0%	12,240	2.0%	12,485	2.0%	12,734	2.0%	12,989
4	Painting projects exterior/interior, exterior doors misc	5,000	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
5	Upgrade, yearly service of boiler system	1,000	1,000	0.0%	1,000	0.0%	1,000	0.0%	1,000	0.0%	1,000
6	Misc Building Maintenance Labour	5,500	5,500	2.0%	5,610	2.0%	5,722	2.0%	5,837	2.0%	5,953
	Current Year Budget	31,800	31,800		32,416		33,044		33,685		34,339

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Name	Communication Equipment Repairs & Maintenance	2016	2017		2018	2019	2020	2021		
Account	12 248 215 054	Prior Year	Budget		Budget	Budget	Budget	Budget		
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%
1	Cell phone & air time	3,500	3,500	2.0%	3,570	2.0%	3,641	2.0%	3,714	2.0%
2	Repairs	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%
3	Radio license	550	550	2.0%	561	2.0%	572	2.0%	584	2.0%
4	Portable radio upgrade, replace	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%
5	Battery Replacement	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%
6	Repeater Maintenance	400	400	2.0%	408	2.0%	416	2.0%	424	2.0%
7	Firecrew Pagers	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%
	Current Year Budget	11,450	11,450		11,679		11,913		12,151	

Notes:	Previous Year Budget	11,450
	Actual to December 31, 2016	11,863

Name	Insurance	2016	2017		2018		2019		2020		2021
Account	12 241 237 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Building Insurance	369	4,132	2.0%	4,215	2.0%	4,299	2.0%	4,385	2.0%	4,473
	Current Year Budget	369	4,132		4,215		4,299		4,385		4,473

Notes:	Previous Year Budget	369
	Actual to December 31, 2016	369

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Board Fee	2016	2017	2018	2019	2020	2021				
Account	12 242 230 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Board Fee (2% increase for C.P.I.)	11,769	12,004	2.0%	12,244	2.0%	12,489	2.0%	12,739	2.0%	12,994
2	Carbon Offset & Climate Change Initiatives	1,173	1,173	2.0%	1,196	2.0%	1,220	2.0%	1,245	2.0%	1,270

Notes:

Previous Year Budget	12,942
Actual to December 31, 2016	12,942

Name Account	Safety Equipment 12 247 247 054	2016 Prior Year	2017 Budget		2018 Budget		2019 Budget		2020 Budget		2021 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Repairs	2,500	2,500	2.0%	2,550	2.0%	2,601	2.0%	2,653	2.0%	2,706
2	Replace	1,500	1,500	2.0%	1,530	2.0%	1,561	2.0%	1,592	2.0%	1,624
3	Fire response costs	500	500	2.0%	510	2.0%	520	2.0%	531	2.0%	541
4	Misc FF gear - boots, gloves,helmet, bella-clava, light	6,000	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495
5	Exercise equipment	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
6	Turnout Gear upgrade, replacement	6,000	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495
7	Misc. Fire Hose upgrade, replace	4,000	4,000	2.0%	4,080	2.0%	4,162	2.0%	4,245	2.0%	4,330
8	Misc. Fire Equipment	1,000	1,000	2.0%	1,020	2.0%	1,040	2.0%	1,061	2.0%	1,082
9	Extrication equipment service maintenance/upgrade	6,000	6,000	2.0%	6,120	2.0%	6,242	2.0%	6,367	2.0%	6,495
10	Forestry Equipment, gear	12,500	5,000	2.0%	5,100	2.0%	5,202	2.0%	5,306	2.0%	5,412
	Current Year Budget	41,000	33,500		34,170		34,853		35,550		36,261

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REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Vehicle Maintenance	2016	2017	2018	2019	2020	2021				
Account	12 248 253 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount		
1	Fuel	20,000	20,000	2.0%	20,400	2.0%	20,808	2.0%	21,224	2.0%	21,649
2	Insurance	13,420	13,750	2.0%	14,025	2.0%	14,306	2.0%	14,592	2.0%	14,883
3	Maintenance, misc.	46,000	46,000	2.0%	34,680	2.0%	35,374	2.0%	36,081	2.0%	36,803
4	E1, E2, E2 yearly pump testing/service	4,500	4,500	2.0%	4,590	2.0%	4,682	2.0%	4,775	2.0%	4,871
<b>Plate #</b>	<b>Apparatus Listing:</b>										
DB1576	2011 GMC Siera Pick-up Black										
1067YM	1995 Freightliner Fire Red										
AW1024	2007 Freightliner Pumper										
3111GF	2002 Ford CAFS truck, F550 'Snuffer'										
6589HH	2004 Ford F-350 - Command Truck										
987PBD	2009 Ford Expedition Red										
EL5348	2002 Freightliner Ambulance Red										
78863D	2015 Mirage Box Trailer (SPU)										
BT600C	2016 Chevrolet Tahoe Black										
	<b>Current Year Budget</b>	<b>83,920</b>	<b>84,250</b>		<b>73,695</b>		<b>75,169</b>		<b>76,672</b>		<b>78,206</b>

Notes:	Previous Year Budget	83,920
	Actual to December 31, 2016	111,721

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Contracted Services	2016	2017	2018	2019	2020	2021			
Account	12 242 717 054	Prior Year	Budget	Budget	Budget	Budget	Budget			
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%
1	APC Meeting rooms costs and Joint Strata Costs	-	-	1.5%	-	1.5%	-	1.5%	-	1.5%
2	Aid Agreement - CORD, Kelowna	2,500	2,500	1.5%	2,538	1.5%	2,576	1.5%	2,614	1.5%

Notes:		Previous Year Budget	2,500
		Actual to December 31, 2016	-
Item # 1	Remove \$1,530 APC as per FAB request		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Hydrant Maintenance Fees	2016	2017	2018	2019	2020	2021				
Account	12 247 618 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
	<b>Hydrant Maintenance Fees</b>										
1	Hydrants x \$217 x 4 quarters =	81,000	81,000	3.0%	83,430	3.0%	85,933	3.0%	88,511	3.0%	91,166
2	Standpipe 1 x \$108.50 x 4 quarters =	600	600	3.0%	618	3.0%	637	3.0%	656	3.0%	675
3	Demand Charge \$3,633.50 x 4 quarters =	10,000	10,000	3.0%	10,300	3.0%	10,609	3.0%	10,927	3.0%	11,255
4	Provision for additional hydrants added during year	2,967	2,967	3.0%	3,056	3.0%	3,148	3.0%	3,242	3.0%	3,339

Notes:	Previous Year Budget	94,567
	Actual to December 31, 2016	83,597

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Travel/Mileage	2016	2017	2018	2019	2020	2021				
Account	12 242 210 054	Prior Year	Budget	Budget	Budget	Budget	Budget				
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	FC Business Travel - Mileage	2,100	2,100	2.0%	2,142	2.0%	2,185	2.0%	2,229	2.0%	2,273
2	DFC Business Travel	1,900	1,900	2.0%	1,938	2.0%	1,977	2.0%	2,016	2.0%	2,057
3	FPO/Asst. Training/ Business Travel	1,800	1,800	2.0%	1,836	2.0%	1,873	2.0%	1,910	2.0%	1,948
4	Misc - Fire Crew	2,500	2,500	0.0%	2,500	0.0%	2,500	0.0%	2,500	0.0%	2,500
			</								

Notes:

Previous Year Budget	8,300
Actual to December 31, 2016	503



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Meetings	2016	2017		2018		2019		2020		2021
Account	12 242 212 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	FD General Business Meetings	1,500	2,000	3.0%	2,060	3.0%	2,122	3.0%	2,185	3.0%	2,251
2	Volunteer Annual Award Ceremony	10,500	10,500	5.0%	11,025	5.0%	11,576	5.0%	12,155	5.0%	12,763

Notes: Previous Year Budget 12,000  
Actual to December 31, 2016 5,053

#2 Recruitment and Retainment Ski Passes

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name Account	Contingencies 12 242 999 054	2016 Prior Year	2017 Budget		2018 Budget		2019 Budget		2020 Budget		2021 Budget
Item No	Description	Amount	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	Contingency Allowance	7,444	11,673	2.0%	11,906	2.0%	12,145	2.0%	12,387	2.0%	12,635
Current Year Budget		7,444	11,673		11,906		12,145		12,387		12,635

Notes:

Previous Year Budget	7,444
Actual to December 31, 2016	-

[illegible]

Notes:	Previous Year Budget	-
	Actual to December 31, 2016	-

Name	Debt Principal	2016	2017		2018		2019		2020		2021
Account	12 242 830 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1											
	Current Year Budget	-	-		-		-		-		-

Notes:	Previous Year Budget	-
	Actual to December 31, 2016	-

Name	Vehicle Financing	2016	2017		2018		2019		2020		2021
Account	12 241 840 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Aerial Apparatus Ladder	-			243,240		243,240		243,240		243,240
	Current Year Budget	-	-		243,240		243,240		243,240		243,240

16/03/2017 Fire Protection Area E - Big White Page 36

Name	Capital	2016	2017	2018	2019	2020	2021
Account	12 247 610 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Aerial Apparatus Ladder			1,200,000	\$		
2	Interim Finance costs 5% x 2,000,000 x 200 days						
3	Vehicle Replacement	66,000					
4	Firehall Reno	1,000,000	115,000				
5	Paving Parking Lot						
6	Thermal Imaging Camera						
7	Replace Ford Expedition			50,000			
	<b>Current Year Budget</b>	<b>1,066,000</b>	<b>115,000</b>	<b>1,250,000</b>	-	-	-

Notes:		Previous Year Budget	1,066,000
		Actual to December 31, 2016	1,234,314
Item #1	Subject to Borrowing Authorization		
Item #2	Ladder truck replace E-2 possible order in 2016, delivery 2018		
Item #3	Replace C-2		
Item #8	Develop Training Ground Phase 1		

<b>Sources of Funding Capital Projects:</b>
D = Debenture Borrowing
R = Reserves
C = Current Revenues
S = Short Term Borrowing

Name	Contribution To Reserve	2016	2017		2018		2019		2020		2021
Account	12 242 741 054	Prior Year	Budget		Budget		Budget		Budget		Budget
Item No	Description	Amount	Amount		Amount		Amount		Amount		Amount
1	Building & Apparatus	105,000	-		50,000		50,000		50,000		50,000
											-
	Current Year Budget	105,000	-		50,000		50,000		50,000		50,000

Item #1	Purchase Aerial Apparatus after 10 year lease \$406,000.00 required by Year 2015
---------	--

Balance in Reserve **December 31, 2016**  
GL Account 34 700 054

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
Five Year Financial Plan

Name	Previous Year's Deficit	2016	2017	2018	2019	2020	2021
Account	12 242 990 054	Prior Year	Budget	Budget	Budget	Budget	Budget
Item No	Description	Amount	Amount	Amount	Amount	Amount	Amount
1	Previous Year's Deficit	-	24,309	-	-	-	-
Current Year Budget		-	24,309	-	-	-	-

Notes:

Previous Year Budget	-
Actual to December 31, 2016	-



**Regional District of Kootenay Boundary - Reserve Fund  
Big White Fire Services**

GL Account Number:  
34 700 054

	2011	2012	2013	2014	2015	2016	Accumulated
Opening Balance	1,326,114.50	1,365,015.16	1,389,667.86	1,425,126.71	1,479,429.86	1,232,287.34	15,354.74
<b>Add:</b>							
Transfers In:							
General	130,500.00	75,000.00	50,000.00	75,000.00	72,000.00	0.00	2,548,271.26
Other							21,376.21
Interest Earned	13,900.66	14,652.70	15,458.83	15,460.48	16,054.86	11,850.23	276,898.55
Total Additions	144,400.66	89,652.70	65,458.83	90,460.48	88,054.86	11,850.23	2,861,900.76
<b>Less:</b>							
Transfers Out	105,500.00	65,000.00	29,999.98	36,157.33	335,197.38	1,060,000.00	2,677,763.19
Other							0.00
Total Reductions	105,500.00	65,000.00	29,999.98	36,157.33	335,197.38	1,060,000.00	2,677,763.19
Closing Balance	<u>1,365,015.16</u>	<u>1,389,667.86</u>	<u>1,425,126.71</u>	<u>1,479,429.86</u>	<u>1,232,287.34</u>	<u>184,137.57</u>	<u>184,137.57</u>

NOTES:

- 2007 Truck Purchase
- 2008 Class "A" Pumper
- 2009 Land Purchase \$30,352, New Fire Hall \$45,222 = \$75,574
- 2010 Approval for up to \$200,000 for Addition Project anticipate \$150,000
- 2012 Improvements to Training Grounds

16/03/2017

5YR054 Big White Fire 2017 - 2021 Five Year Financial Plan Reserves  
Audit Reference A21

Big White Fire Department  
Apparatus Inventory Feb. 2011

Seats	Year	Chassis	Make	Model	VIN	MVI	License	Tanks Capacity	Pump Rating USGPM	Drive Train	Replacement Date/Frontline	Replacement Date/Backup	Replacement Frequency
5	2004	3/4 Ton/CC	Ford	F350	1FMDA41X4VZA80466	Dec	6589HH	N/A	N/A	4x4	2009	2014	5 yrs/10 yrs.
5	2011	3/4 Ton	Chev	Siera	3GTP2VEA6BG356328	Dec	DB1576	N/A	N/A	4x4	2016	2021	5yrs
5	1995	Freightliner	Anderson	FL 80	1FV2JLCB95L552672	Nov	1067 YM	1000 Gallons	1250	4x4	2010	2020	15 yrs./25 yrs.
4	2009	SUV	Ford	Exbidition	1FMFV16599LA06782	Dec	987PBD	N/A	N/A	4x4	2014	2019	5 yrs/10 yrs.
2	2003	Ford	Hub	F550	1FDAF57F13EA84231	Nov	3111GF	250 Gallons	CAF 78 CFM 250	4x4	2018	2028	15 yrs./25 yrs.
5	2007	Freightliner	Am. LaFr	FL80	1FVACYB548AZ54342	Nov	AW1024	500 Gallons	1500	4x4	2022	2032	15 yrs./25 yrs.
5	2002	Freightliner	Am. LaFr	FL 80	1FVABPBW02HJ54659	Nov	EL5348	N/A	N/A	2x2	2017	2027	15yrs./25 yrs.
0	2015	Mirage	Box Trailer		5M3BE0819F1061454		78863D						
5	2016	Chevrolet		Tahoe	1GNSKDEC5GR235908		BT600C	N/A	N/A	4X4			
Note: As per the FUS 2004 and the Chateau 2007 report. An apparatus with an elevated master stream is required at the resort. This could be accomplished by various means but would still require a place to park(Building), Staff to operate and a 2 year window to allow for construction of a building and order time.													

16/03/2017

J:\Finance\Five Year Financial Plan\5YR054 Big White Fire 2017 - 2021 Five Year Financial Plan Apparatus Inventory

## REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Big White Fire Services  
Estimated Budget 2012

<b>2015</b>	Completed Roll: December, 2014			
BC ASSESSMENT CONVERTED VALUES		Big White Fire Protection LSA#3		
Class	Big White Fire Protection	Assessed Values	Factor	Converted Values
1	Residential	466,302,826	10.00	46,630,283
2	Utilities	2,383,199	35.00	834,120
3	Unmanged Forest	-	40.00	-
5	Light Industry	143,000	34.00	48,620
6	Business/Other	24,978,300	24.50	6,119,684
7	Managed Forest	-	30.00	-
8	Recreation/Non Profit	4,138,000	10.00	413,800
9	Farm	-	10.00	-
		<u>497,945,325</u>		<u>54,046,506</u>

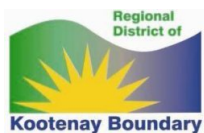
## Preliminary Budget

Big White Fire Services	%	\$	838,806
Collection Fee assessed by the Province	5.25	\$	44,037
		<u>\$</u>	<u>882,843</u>

Tax on a \$200,000 Home	\$	326.70
Tax on a \$300,000 Home	\$	490.05
Tax on a \$500,000 Home	\$	816.74

## Taxes will be collected from the following Property Owners:

Rates Per \$1000 of Assessed Value		Tax Rates	Collected	
1	Residential	1.6335	\$	761,700
2	Utilities	5.7172		13,625
3	Unmanged Forest	6.5340		-
5	Light Industry	5.5539		794
6	Business/Other	4.0020		99,964
7	Managed Forest	4.9005		-
8	Recreation/Non Profit	1.6335		6,759
9	Farm	1.6335		-
TOTAL COLLECTIONS			<u>\$</u>	<u>882,843</u>
Blended Rate		1.7730		



**BYLAW NO. 1637**

**A bylaw to adopt a financial plan for the years 2017 to 2021**

**WHEREAS** pursuant to Section 374 of the Local Government Act, a Regional District Board must, by bylaw, adopt a financial plan with a planning period of 5 (five) years;

**AND WHEREAS** the Board has prepared a financial plan for the years 2017 to 2021 that makes provision for expenditures for the fiscal year ending December 31, 2017 estimated in the total amount of Forty Six Million Three Hundred Twenty Three Thousand Six Hundred Forty Five Dollars (\$46,323,645.00);

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

1. Schedule 'A' attached hereto and made part of this bylaw is hereby declared to be the Financial Plan for the Regional District of Kootenay Boundary for the five year period 2017 to 2021.
2. This bylaw shall be cited as the "Regional District of Kootenay Boundary Financial Plan Bylaw 1637, 2017".

Read a **FIRST** time this 23rd day of March, 2017.

Read a **SECOND** time this 23th day of March, 2017.

Read a **THIRD** time this 23rd day of March, 2017.

**RECONSIDERED** and **ADOPTED** this 23rd day of March, 2017.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Manager of Corporate Administration

I, Theresa Lenardon, Manager of Corporate Administration of the Regional District of Kootenay Boundary, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1637 cited as "Regional District of Kootenay Boundary Financial Plan Bylaw 1637, 2017" as reconsidered and finally adopted by the Regional District of Kootenay Boundary Board of Directors this 23rd day of March, 2017.

\_\_\_\_\_  
Manager of Corporate Administration

Bylaw No. 1637  
SCHEDULE 'A'

Regional District of Kootenay Boundary  
Five Year Financial Plan 2017 - 2021

	2017	2018	2019	2020	2021
LOCAL GOVERNMENT SERVICES:					
REVENUE:					
Requisition from Local Governments	16,147,011	17,645,498	17,874,979	17,742,273	18,229,197
Parcel Tax	40,000	40,000	40,000	40,000	40,000
Grants	3,491,805	2,738,135	2,770,622	2,803,759	2,837,558
Services Provided	779,575	799,784	811,629	828,263	841,327
User Fees	3,294,111	3,308,306	3,015,877	3,029,276	3,043,013
Other Sources of Revenue	992,693	838,413	194,964	251,527	187,100
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Transfer From 9-1-1/Emergency Preparedness	521,774	534,818	548,189	561,894	575,941
Interest Earned on Investments	70,000	57,000	58,020	59,060	60,122
Previous Year's Surplus	1,952,631	-	-	-	-
Transfers From Other Funds:					
Capital Fund	1,651,227	2,200,000	1,317,000	605,000	-
Reserve Fund	2,824,803	1,143,516	968,067	342,000	215,000
Municipal Debt:					
Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
Total Revenue	34,363,114	32,438,091	30,745,386	29,337,829	29,120,136
EXPENDITURE:					
Other General Government Services	6,589,118	6,437,873	6,504,336	6,515,750	6,609,925
Waste Management	3,417,573	3,149,453	3,180,110	3,215,354	3,251,407
Recreation & Culture	5,296,727	4,930,911	4,584,699	4,664,508	4,741,430
Fire & Protection Services	6,804,620	7,229,355	7,425,283	7,710,640	7,758,318
Capital Expenditures	5,648,997	4,371,500	2,879,500	1,229,000	1,119,359
Grants to Other Programs	1,888,256	1,406,901	1,358,607	1,302,123	1,305,709
Transfers to Local Governments	410,234	431,323	415,001	422,033	414,306
Transfers to Reserve Funds	1,427,541	834,767	663,267	726,758	723,102
Regional District Debenture Debt:					
Debt Interest	231,053	227,626	229,008	224,383	219,992
Debt Principal	400,945	429,070	527,572	470,135	447,892
Previous Year's Deficit	2,507,096	2,097,950	1,467,506	846,313	258,931
Municipal Debenture Debt:					
Debt Interest	1,038,723	1,169,233	1,169,233	1,110,264	1,110,264
Debt Principal	800,180	1,189,634	1,187,576	1,159,500	1,159,500
Total Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
Total Expenditure	36,461,064	33,905,597	31,591,699	29,596,760	29,120,136

Bylaw No. 1637  
SCHEDULE 'A'

Regional District of Kootenay Boundary  
Five Year Financial Plan 2017 - 2021

2017	2018	2019	2020	2021
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WATER UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	19,752	37,704	41,464	42,043	42,634
Parcel Tax	477,450	682,450	682,450	682,450	682,450
Previous Year's Surplus	725,524	-	-	-	-
Transfer From Reserve Fund	180,668	-	-	-	-
Grants	751,130	513	513	513	513
User Fees & Sales	1,098,926	703,571	704,872	708,752	712,713
Transfer From Capital Fund	722,431	-	-	-	-
Total Revenue	3,975,880	1,424,238	1,429,300	1,433,758	1,438,310

EXPENDITURE:

Operations & Maintenance	882,858	915,068	942,045	969,231	997,355
Debt Interest	169,784	73,600	43,600	22,000	22,000
Debt Principal	850,218	184,490	147,416	64,000	64,000
Capital Expenditure	1,242,460	40,000	40,000	40,000	40,000
Transfer to Reserve Fund	830,561	211,080	256,239	338,527	314,955
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	3,975,880	1,424,238	1,429,300	1,433,758	1,438,310

SEWER UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	1,570,066	1,873,987	2,148,871	1,828,423	1,845,300
Parcel Tax	30,534	29,075	30,421	31,286	32,169
Previous Year's Surplus	460,693	-	-	-	-
Grants	1,308,760	4,000	4,000	4,000	4,000
Services Provided	-	-	-	-	-
User Fees & Sales	239,910	135,918	51,231	51,549	51,872
Transfer From Capital Fund	-	-	-	-	-
Transfer From Reserves	449,258	163,000	163,000	-	-
Inter-Sewer Fund Transfer	15,782	16,255	16,743	17,245	17,763
Total Revenue	4,075,003	2,222,235	2,414,266	1,932,504	1,951,105

EXPENDITURE:

Operations & Maintenance	1,357,828	1,304,084	1,325,793	1,343,702	1,361,968
Debt Interest	216,602	187,200	187,200	187,200	187,200
Debt Principal	235,661	184,854	184,854	184,854	184,854
Capital Expenditure	2,117,000	430,000	600,000	100,000	100,000
Inter-Sewer Fund Transfer	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	261	-	-	-	-
Transfer to Reserve Fund	131,869	100,000	100,000	100,000	100,000
Total Expenditure	4,075,003	2,222,235	2,414,266	1,932,504	1,951,105

TRANSIT UTILITY FUNDS:

REVENUE:

Requisition from Local Governments	1,198,311	1,428,431	1,471,881	1,516,930	1,563,686
Previous Year's Surplus	43,895	-	-	-	-
Grants	2,600	2,600	2,600	2,600	2,600
User Fees & Sales	409,956	396,700	396,707	396,715	396,723
Transfer From Reserves	156,935	-	-	-	-
Total Revenue	1,811,697	1,827,731	1,871,188	1,916,245	1,963,009

EXPENDITURE:

Operations & Maintenance	1,807,833	1,827,731	1,871,188	1,916,245	1,963,009
Transfer to Reserve Fund	-	-	-	-	-
Previous Year's Deficit	3,864	-	-	-	-
Total Expenditure	1,811,697	1,827,731	1,871,188	1,916,245	1,963,009

Bylaw No. 1637  
SCHEDULE 'A'

Regional District of Kootenay Boundary  
Five Year Financial Plan 2017 - 2021

	2017	2018	2019	2020	2021
TOTAL BUDGET (RDKB) consolidated					
REVENUE:					
Requisition from Local Governments	18,935,140	20,985,620	21,537,195	21,129,669	21,680,817
Parcel Tax	547,984	751,525	752,871	753,736	754,619
Grants	5,554,295	2,745,248	2,777,735	2,810,872	2,844,671
Services Provided	779,575	799,784	811,629	828,263	841,327
User Fees & Other Sources	6,035,596	5,382,907	4,363,653	4,437,820	4,391,422
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Transfer From 9-1-1/Emergency Preparedness	521,774	534,818	548,189	561,894	575,941
Interest Earned on Investments	70,000	57,000	58,020	59,060	60,122
Previous Year's Surplus	3,182,743	-	-	-	-
Transfers From Other Funds:					
Capital Fund	2,373,658	2,200,000	1,317,000	605,000	-
Reserve Fund	3,611,664	1,306,516	1,131,067	342,000	215,000
Inter Sewer Fund Transfer	15,782	16,255	16,743	17,245	17,763
Municipal Debt:					
Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
Total Revenue	44,225,695	37,912,295	36,460,140	34,620,336	34,472,560
EXPENDITURE:					
Other General Government Services	6,589,118	6,437,873	6,504,336	6,515,750	6,609,925
Waste Management	3,417,573	3,149,453	3,180,110	3,215,354	3,251,407
Recreation & Culture	5,296,727	4,930,911	4,584,699	4,664,508	4,741,430
Fire & Protection Services	6,804,620	7,229,355	7,425,283	7,710,640	7,758,318
Water Utilities	882,858	915,068	942,045	969,231	997,355
Sewer Utilities	1,357,828	1,304,084	1,325,793	1,343,702	1,361,968
Transit Services	1,807,833	1,827,731	1,871,188	1,916,245	1,963,009
Capital Expenditures	9,008,457	4,841,500	3,519,500	1,369,000	1,259,359
Grants to Other Programs	1,888,256	1,406,901	1,358,607	1,302,123	1,305,709
Transfers to Local Governments	410,234	431,323	415,001	422,033	414,306
Transfers to Reserve Funds	2,389,971	1,145,847	1,019,506	1,165,285	1,138,057
Inter Sewer Fund Transfer	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	2,511,221	2,097,950	1,467,506	846,313	258,931
Regional District Debenture Debt:					
Debt Interest RDKB	617,439	488,426	459,808	433,583	429,192
Debt Principal RDKB	1,486,824	798,414	859,842	718,989	696,746
Municipal Debenture Debt:					
Debt Interest Municipal	1,038,723	1,169,233	1,169,233	1,110,264	1,110,264
Debt Principal Municipal	800,180	1,189,634	1,187,576	1,159,500	1,159,500
Total Municipal Debenture Debt	1,838,903	2,358,867	2,356,809	2,269,764	2,269,764
Total Expenditure	46,323,645	39,379,801	37,306,453	34,879,267	34,472,560

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 001 A

GENERAL GOVERNMENT SERVICES

LEGISLATIVE AND ADMINISTRATIVE SERVICES

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 250,677	\$ 245,217	\$ 241,859	\$ 242,223	\$ 220,384
Federal Grant In Lieu	3,000	3,060	3,121	3,184	3,247
Rental - Trail Facilities	150	150	150	150	150
Rent GF Office - Planning	7,323	7,469	7,619	7,771	7,927
Rent GF Office - Building	22,680	22,680	22,680	22,680	22,680
Interest Earned	50,000	51,000	52,020	53,060	54,122
Woodstove Exchange - BC Lung	7,866	-	-	-	-
Miscellaneous Revenue	69,298	59,350	59,402	59,456	59,510
Columbia Basin Trust	17,748	17,748	17,748	17,748	17,748
Recovery of Common Costs	108,347	110,514	112,724	114,979	117,278
Board Fee Revenue	650,235	663,240	676,504	690,035	703,835
Local Government Act - Grant	160,000	160,000	160,000	160,000	160,000
Province of BC CARIP	36,062	36,783	37,519	38,269	39,035
BC Hydro Grant	1,552,174	1,583,217	1,614,882	1,647,179	1,680,123
Previous Year's Surplus	742,779	-	-	-	-
Transfer from Reserve	-	40,000	-	-	-
Hospital District Contract	-	-	-	-	-
Total Revenue	\$ 3,678,339	\$ 3,000,428	\$ 3,006,229	\$ 3,056,734	\$ 3,086,039
EXPENDITURE					
Director Remuneration	\$ 307,522	\$ 315,473	\$ 323,582	\$ 330,054	\$ 336,655
Director Travel	50,000	51,000	52,020	53,060	54,122
Directors Expenses	27,000	27,540	28,091	28,653	29,226
Office Supplies - Directors	6,180	6,304	6,430	6,558	6,689
Salaries and Benefits	1,294,550	1,355,530	1,381,264	1,403,368	1,425,916
Labour Relations	11,400	11,568	11,739	11,914	12,092
Travel Expense	20,000	20,400	20,808	21,224	21,649
Staff Development	38,801	29,739	30,084	30,435	30,794
Postage	15,000	15,300	15,606	15,918	16,236
Telephone	32,000	32,640	33,293	33,959	34,638
FCM Dues	5,774	5,889	6,007	6,127	6,250
Advertising	22,200	22,564	22,935	23,314	23,700
Information Technology	205,223	218,443	228,147	187,653	201,138
Office Equipment	7,000	7,100	7,700	7,700	7,700
Office Supplies	30,000	30,600	31,212	31,836	32,473
Building Maintenance	208,829	156,331	158,882	161,485	164,140
Vehicle Operating	21,594	22,061	22,500	22,948	23,405
Equipment Lease Photocopier	27,458	23,300	23,300	23,300	23,300
Equipment Lease Postage Machine	4,192	4,276	4,383	4,448	4,515
Bank Service Charge	35,536	36,134	36,744	37,366	38,000
Legal Fees	70,000	71,400	72,828	74,285	75,770
Consultants Fees	111,200	13,404	19,612	24,824	14,041
External Audit	40,000	40,800	41,616	42,448	43,297
Liability Insurance	51,968	53,007	54,068	55,149	56,252
Property Insurance	13,446	17,815	48,989	14,269	14,554
Capital/Amortization	105,100	55,000	15,000	15,000	-
Debt - Principal Payments	-	-	-	-	-
Interest Expense - Short Term	25,000	25,000	25,000	25,000	25,000
Contribution to Reserve	808,690	238,690	198,690	278,690	278,690
Woodstove - Coordinator	2,079	-	-	-	-
Woodstove - Rebates Paid	5,750	-	-	-	-
Woodstove - Other Expenses	37	-	-	-	-
Operating Grants Provided	5,000	2,500	-	-	-
Contingencies	69,810	90,621	85,699	85,747	85,796
Total Expenditure	\$ 3,678,339	\$ 3,000,428	\$ 3,006,229	\$ 3,056,734	\$ 3,086,039



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 001 B  
GENERAL GOVERNMENT SERVICES  
MFA DEBENTURE DEBT

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
MFA due from Fruitvale	\$ 37,500	\$ 127,548	\$ 127,548	\$ 127,548	\$ 127,548
MFA due from Grand Forks	205,654	205,654	203,597	132,749	132,749
MFA due from Greenwood	23,478	23,478	23,478	7,281	7,281
MFA due from Midway	17,997	17,997	17,997	17,997	17,997
MFA due from Montrose	-	-	-	-	-
MFA due from Rossland	477,278	477,278	477,278	477,278	477,278
MFA due from Trail	946,135	1,376,050	1,376,050	1,376,050	1,376,050
MFA due from Warfield	130,862	130,862	130,862	130,862	130,862
Total Revenue	<u>1,838,903</u>	<u>2,358,867</u>	<u>2,356,809</u>	<u>2,269,764</u>	<u>2,269,764</u>
EXPENDITURE					
MFA for Debenture Members	\$ 1,838,903	\$ 2,358,867	\$ 2,356,809	\$ 2,269,764	\$ 2,269,764
Total Expenditure	<u>\$ 1,838,903</u>	<u>\$ 2,358,867</u>	<u>\$ 2,356,809</u>	<u>\$ 2,269,764</u>	<u>\$ 2,269,764</u>

SUMMARY OF ANNUAL PAYMENTS:					
Total Interest Paid	1,038,723	1,189,634	1,187,576	1,159,500	1,159,500
Total Principal Paid	800,180	1,169,233	1,169,233	1,110,264	1,110,264
Total Annual Payments	<u>\$ 1,838,903</u>	<u>\$ 2,358,867</u>	<u>\$ 2,356,809</u>	<u>\$ 2,269,764</u>	<u>\$ 2,269,764</u>

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 002					
ELECTORAL AREA ADMINISTRATION					
PARTICIPANTS: Electoral Areas 'A','B','C','D', &'E'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 195,845	\$ 275,853	\$ 278,884	\$ 277,349	\$ 295,883
Federal Grant In Lieu	500	500	500	500	500
Community Works (Gas Tax)	250,000	250,000	250,000	250,000	250,000
Miscellaneous Revenue	10,245	-	-	-	-
Kettle River Watershed Study	28,000	-	-	-	-
Local Government Act	40,000	40,000	40,000	40,000	40,000
Transfer From Reserves	15,000	60,000	10,000	15,000	-
Previous Year's Surplus	61,593	-	-	-	-
Total Revenue	\$ 601,183	\$ 626,353	\$ 579,384	\$ 582,849	\$ 586,383
EXPENDITURE					
Director's Remuneration	\$ 93,640	\$ 95,513	\$ 97,423	\$ 99,372	\$ 101,359
Director's Travel	15,821	16,137	16,460	16,789	17,125
Director's Expenses	14,000	14,280	14,566	14,857	15,154
UBCM/FCM Conferences	53,400	55,400	55,400	55,400	55,400
AKBLG Conference	8,500	8,500	8,500	8,500	8,500
Public Communications 'A'	6,200	6,200	6,200	6,200	6,200
Communications 'B' / Lower Columbia/Old Glory	6,200	6,200	6,200	6,200	6,200
Communications 'C' / Christina Lake	6,200	6,200	6,200	6,200	6,200
Communications 'D' / Rural Grand Forks	10,415	6,200	6,200	6,200	6,200
Communications 'E' / West Boundary	12,316	12,316	6,950	6,950	6,950
Elections & Referendums	10,000	55,000	10,000	10,000	10,000
Board Fee	18,865	19,242	19,627	20,020	20,420
Training	7,500	-	-	-	-
AKBLG Membership	3,578	3,578	3,578	3,578	3,578
UBCM Membership	5,463	5,600	5,684	5,769	5,856
Office Supplies	500	500	500	500	500
Vehicle Operation	20,085	20,487	20,896	21,314	21,741
Capital/Amortization	-	-	-	-	-
Gas Tax Projects	250,000	250,000	250,000	250,000	250,000
Contribution To Reserve	8,000	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Kettle River Watershed Project	28,000	-	-	-	-
Contracted Services	22,500	45,000	45,000	45,000	45,000
Total Expenditure	\$ 601,183	\$ 626,353	\$ 579,384	\$ 582,849	\$ 586,383

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 003					
GRANTS IN AID					
PARTICIPANTS: Electoral Areas 'A','B','C','D',& 'E'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 239,986	\$ 240,168	\$ 240,353	\$ 240,542	\$ 240,735
Federal Grant in Lieu	-	-	-	-	-
Previous Year's Surplus	81,677	-	-	-	-
Total Revenue	\$ 321,663	\$ 240,168	\$ 240,353	\$ 240,542	\$ 240,735
EXPENDITURE					
Board Fee	\$ 9,086	\$ 9,268	\$ 9,453	\$ 9,642	\$ 9,835
Grants In Aid - Electoral Area 'A'	35,440	30,300	30,300	30,300	30,300
d - EA 'B' / Lower Columbia/Old Glory	23,971	21,900	21,900	21,900	21,900
Grants In Aid - EA 'C' / Christina Lake	70,425	58,300	58,300	58,300	58,300
ts In Aid - EA 'D' / Rural Grand Forks	63,644	37,000	37,000	37,000	37,000
Grants In Aid - EA 'E' / West Boundary	119,097	83,400	83,400	83,400	83,400
Total Expenditure	\$ 321,663	\$ 240,168	\$ 240,353	\$ 240,542	\$ 240,735

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 004  
BUILDING INSPECTION

PARTICIPANTS: Electoral Areas 'A','B','C','D',& 'E',  
CONTRACTS: Grand Forks, Greenwood, Midway, Warfield, Montrose, Fruitvale, Trail

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Tax Requisition - Municipalities	\$ 353,302	\$ 366,599	\$ 373,417	\$ 380,778	\$ 405,272
Tax Requisition - Electoral Areas	478,748	496,767	506,005	515,980	549,171
Federal Grant In Lieu	1,500	1,500	1,500	1,500	1,500
Bldg and Plumbing Permits	2,500	2,500	2,500	2,500	2,500
Miscellaneous Revenue	500	513	520	528	536
Transfer from Reserve	-	42,000	42,000	42,000	-
Previous Year's Surplus	28,560	-	-	-	-
Total Revenue	\$ 865,110	\$ 909,878	\$ 925,942	\$ 943,287	\$ 958,979
EXPENDITURE					
Salaries & Benefits	\$ 690,293	\$ 691,899	\$ 705,737	\$ 719,852	\$ 734,249
Travel Expense	16,535	16,866	17,203	17,547	17,898
Telephone	14,500	14,790	15,086	15,388	15,695
Board Fee	26,747	27,282	27,828	28,384	28,952
Legal	5,000	5,100	5,202	5,306	5,412
Building Expense	43,457	43,457	43,457	43,457	43,457
Office Equipment	21,760	22,585	22,917	23,255	23,600
Office Supplies	17,830	17,963	18,098	18,236	18,377
Vehicle Maintenance	24,950	23,899	24,377	25,824	25,301
Equipment Lease	3,500	3,500	3,500	3,500	3,500
Capital/Amortization	-	42,000	42,000	42,000	42,000
Previous Year's Deficit	-	-	-	-	-
Equipment Reserve	538	538	538	538	538
Total Expenditure	\$ 865,110	\$ 909,878	\$ 925,942	\$ 943,287	\$ 958,979

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 005					
PLANNING AND DEVELOPMENT					
PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale, Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Management Development Services	\$ 571,534	\$ 614,575	\$ 613,202	\$ 625,523	\$ 638,090
Development Services - Regional	190,511	204,858	204,401	208,508	212,697
Federal Grant In Lieu	1,000	1,000	1,000	1,000	1,000
Rezoning Fees	10,000	10,200	10,404	10,612	10,824
ALR Commission Appeal Fees	2,000	2,040	2,081	2,122	2,165
House Numbering Recovery	15,000	15,000	15,000	15,000	15,000
Map & Report Sales	1,500	1,530	1,561	1,592	1,624
Miscellaneous Revenue	1,000	1,000	1,000	1,000	1,000
Previous Year's Surplus	52,189	-	-	-	-
Transfer From Reserve	-	-	-	-	-
Planning Agreements	8,840	8,840	8,840	8,840	8,840
Total Revenue	\$ 853,574	\$ 859,043	\$ 857,488	\$ 874,197	\$ 891,240
EXPENDITURE					
Salaries and Benefits	\$ 626,683	\$ 630,095	\$ 624,401	\$ 636,890	\$ 649,627
Travel Expense	13,000	13,260	13,525	13,796	14,072
Public Participation Program	10,000	10,200	10,404	10,612	10,824
Report Reproduction	-	-	-	-	-
Maps	500	500	500	500	500
Board Fee	45,317	46,223	47,148	48,091	49,053
Legal Fees	10,000	10,200	10,404	10,612	10,824
Library & Research	6,009	6,129	6,252	6,377	6,504
Operating Contract	53,270	54,135	55,018	55,918	56,837
Advisory Planning Commission	6,000	6,120	6,242	6,367	6,495
Office Building Expense	52,301	53,347	54,414	55,502	56,612
Office Equipment	6,000	6,000	6,000	6,000	6,000
Office Supplies	4,080	4,162	4,245	4,330	4,416
Vehicle Operation	12,875	13,133	13,395	13,663	13,936
Capital/Amortization	-	-	-	-	-
Contribution To Reserve	5,539	5,539	5,539	5,539	5,539
Previous Year's Deficit	-	-	-	-	-
Contingencies	2,000	-	-	-	-
Total Expenditure	\$ 853,574	\$ 859,043	\$ 857,488	\$ 874,197	\$ 891,240

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 006					
FEASIBILITY STUDIES					
PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale, Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 6,622	\$ 41,462	\$ 41,493	\$ 41,525	\$ 41,557
Federal Grant In Lieu	100	100	100	100	100
Miscellaneous Revenue	35,000	-	-	-	-
Previous Year's Surplus	39,809	-	-	-	-
Total Revenue	\$ 81,531	\$ 41,562	\$ 41,593	\$ 41,625	\$ 41,657
EXPENDITURE					
Board Fee	\$ 1,531	\$ 1,562	\$ 1,593	\$ 1,625	\$ 1,657
Contingencies	80,000	40,000	40,000	40,000	40,000
Prior Year Deficit	-	-	-	-	-
Total Expenditure	\$ 81,531	\$ 41,562	\$ 41,593	\$ 41,625	\$ 41,657

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 008  
BOUNDARY ECONOMIC DEVELOPMENT

PARTICIPANTS: Grand Forks, Greenwood, Midway, Electoral Areas 'D' & 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 109,499	\$ 182,963	\$ 184,309	\$ 133,397	\$ 133,487
Federal Grant In Lieu	100	100	100	100	100
Government/Agency Grants	17,000	-	-	-	-
Miscellaneous Revenue	113,492	43,000	9,000	-	-
Previous Year's Surplus	35,827	-	-	-	-
Revenue From Reserve	12,000	-	-	-	-
Total Revenue	\$ 287,918	\$ 226,063	\$ 193,409	\$ 133,497	\$ 133,587
EXPENDITURE					
Travel & Conference & Admin	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Contracted Services	61,000	61,000	61,000	61,000	61,000
B.E.D.C. Projects	208,680	146,740	114,000	54,000	54,000
Board Fee	4,238	4,323	4,409	4,497	4,587
Memberships	12,500	12,500	12,500	12,500	12,500
Community Tourism Prgm Projects	-	-	-	-	-
Contribution To Reserve	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 287,918	\$ 226,063	\$ 193,409	\$ 133,497	\$ 133,587

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 009  
POLICE BASED VICTIMS' ASSISTANCE

PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield,  
Electoral Areas 'A' and 'B'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 62,873	\$ 86,783	\$ 89,279	\$ 91,825	\$ 94,422
Federal Grant In Lieu	150	150	150	150	150
Transferred From Reserve	-	-	-	-	-
Solicitor General Grant	48,359	48,359	48,359	48,359	48,359
Miscellaneous Revenue	-	-	-	-	-
Previous Year's Surplus	51,463	-	-	-	-
Total Revenue	\$ 162,845	\$ 135,292	\$ 137,789	\$ 140,335	\$ 142,932
EXPENDITURE					
Salaries & Benefits	\$ 87,761	\$ 89,517	\$ 91,307	\$ 93,133	\$ 94,996
Salaries VAP Relief	25,136	25,638	26,151	26,674	27,208
Travel Expense	4,500	4,590	4,682	4,775	4,871
Telephone	2,880	2,880	2,880	2,880	2,880
Board Fee	1,378	1,406	1,434	1,462	1,492
Training	2,250	2,295	2,341	2,388	2,435
Memberships	400	400	400	400	400
Office Supplies	1,340	1,367	1,394	1,422	1,450
Office Bldg Expense	7,200	7,200	7,200	7,200	7,200
Reserve	30,000	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 162,845	\$ 135,292	\$ 137,789	\$ 140,335	\$ 142,932



REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 010					
GENERAL GOVERNMENT SERVICES					
REGIONALIZED WASTE MANAGEMENT					
PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale, Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 1,255,447	\$ 1,255,447	\$ 1,255,447	\$ 1,255,447	\$ 1,255,447
Federal Grant In Lieu	2,000	2,000	2,000	2,000	2,000
Tipping Fees	2,202,637	2,202,637	2,202,637	2,202,637	2,202,637
RDKB Tipping Fees - Organics	10,000	10,000	10,000	10,000	10,000
RDKB Tipping Fees - Garbage	56,000	56,000	56,000	56,000	56,000
GF Garbage & Organics	140,000	140,000	140,000	140,000	140,000
GF Yard & Waste	55,000	55,000	55,000	55,000	55,000
Revenue From Sales	-	-	-	-	-
Materials Recovery	20,000	20,000	20,000	20,000	20,000
Product Care Commission	5,000	5,000	5,000	5,000	5,000
Interest Earned on Investments	20,000	6,000	6,000	6,000	6,000
Multi Material British Columbia	50,000	50,000	50,000	50,000	50,000
Miscellaneous Revenue	1,000	1,000	1,000	1,000	1,000
Previous Year's Surplus	-	-	-	-	-
Revenue From Capital Fund	-	-	-	-	-
Transfer From Reserve	1,659,000	530,000	600,000	-	-
Total Revenue	\$ 5,476,084	\$ 4,333,084	\$ 4,403,084	\$ 3,803,084	\$ 3,803,084
EXPENDITURE					
Salaries and Benefits	\$ 1,142,895	\$ 1,142,728	\$ 1,165,583	\$ 1,188,894	\$ 1,212,672
Professional Devel./Safety Training	23,985	24,203	24,425	24,651	24,882
Insurance	24,305	24,341	24,783	25,233	25,692
Public Education and Advertising	42,214	32,858	33,516	34,186	34,870
Board Fee	51,626	52,659	53,712	54,786	55,882
Consulting Fees	180,000	-	-	-	-
RDKB Curbside Organics/Garbage	488,692	481,615	481,615	481,615	481,615
RDKB Curbside Garbage	-	-	-	-	-
Recycling Contract - Boundary	90,600	70,600	70,600	70,600	70,600
Recycling Contract - East	113,500	113,500	113,500	113,500	113,500
Site Maintenance - West	28,640	28,060	28,488	28,925	29,370
Site Maintenance - Central	16,857	17,187	17,525	17,765	18,116
Site Maintenance - East	18,878	16,176	16,479	16,789	17,105
Operating Contracts	370,000	370,000	370,000	370,000	370,000
Water Monitoring	46,612	30,000	30,000	30,000	30,000
Safety Equipment & Consumables	18,659	19,032	19,413	19,801	20,197
Equipment Operations	119,453	121,842	124,278	126,764	129,299
Technology Equipment & Supplies	35,305	12,963	9,060	9,158	9,258
Office Building Maintenance	16,591	16,923	17,262	17,607	17,959
Equipment Maintenance	125,658	120,012	122,412	124,860	127,357
Equipment Rentals	1,500	1,530	1,561	1,592	1,624
Beaverdell Trsfer Stn Operations	6,796	6,932	7,071	7,212	7,356
Rock Creek Trsfer Stn Operations	14,531	14,822	15,118	15,420	15,729
Greenwood Landfill Operations	5,000	5,000	5,000	5,000	5,000
Transfer Station Operations	5,926	5,926	5,926	5,926	5,926
Utilities	40,909	41,728	42,562	43,413	44,282
CFC Removal Program	8,000	8,000	8,000	8,000	8,000
Capital - Recycling	240,000	-	-	-	293,859
Capital - Landfills	1,104,000	450,000	600,000	-	-
Capital - Transfer Stations	315,000	100,000	-	-	-
Equipment Replacement	-	-	-	-	-
Closure Reserves	-	-	-	-	-
Equipment Reserves	30,000	30,000	30,000	30,000	30,000
Debt Interest	92,644	63,000	63,000	63,000	63,000
Debt Principal	176,161	124,937	124,937	124,937	124,937
Provision for Closure/Post-Closure	156,068	156,068	156,068	156,068	156,068
Provision for Contaminated Site Clean-Up	-	-	-	-	-
Previous Year's Deficit	2,423,029	2,097,950	1,467,506	846,313	258,931
Contingencies	-	-	-	-	-
Total Expenditure	\$ 7,574,034	\$ 5,800,590	\$ 5,249,397	\$ 4,062,015	\$ 3,803,084
Surplus(Deficit)	- 2,097,950	- 1,467,506	- 846,313	- 258,931	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 012  
EMERGENCY PREPAREDNESS

PARTICIPANTS: Grand Forks, Greenwood, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 255,199	\$ 293,548	\$ 287,975	\$ 292,509	\$ 297,154
Miscellaneous Revenue	-	-	-	-	-
Emergency Planning Grant	-	-	-	-	-
PEP Grants	100,000	100,000	100,000	100,000	100,000
Federal Grant In Lieu	800	800	800	800	800
Previous Year's Surplus	67,064	-	-	-	-
Capital - Borrowing	-	-	-	-	-
Revenue From Reserve	-	-	-	-	-
Total Revenue	\$ 423,063	\$ 394,348	\$ 388,775	\$ 393,309	\$ 397,954
EXPENDITURE					
Salaries & Benefits	\$ 160,168	\$ 170,266	\$ 174,210	\$ 178,253	\$ 182,397
Travel & Conference	4,142	4,225	4,309	4,396	4,483
Vehicle Operating	4,606	4,698	4,792	4,888	4,986
Telephone	1,960	1,999	2,039	2,080	2,122
Radio - Communications	2,600	2,652	2,705	2,759	2,814
Equipment Replacement	2,000	2,040	2,081	2,122	2,165
Advertising & Promotion	2,000	2,000	2,000	2,000	2,000
O.T. Wages - Emergency Response	-	-	-	-	-
PEP Task Claims	100,000	100,000	100,000	100,000	100,000
Board Fee	5,318	5,424	5,533	5,644	5,756
Consulting Fees	36,961	5,000	5,000	5,000	5,000
Staff Education & Training	4,000	5,000	5,000	5,000	5,000
Office Supplies	1,500	1,500	1,500	1,500	1,500
EOC Center Site Costs	23,900	27,300	17,300	17,300	17,300
SPU - Maintenance & Repairs	3,000	3,060	3,121	3,184	3,247
Capital/Amortization	-	-	-	-	-
Grants to SARS/ESS Groups	25,000	25,000	25,000	25,000	25,000
Contribution To Reserve	28,000	15,000	15,000	15,000	15,000
Vehicle Financing	14,184	14,184	14,184	14,184	14,184
Previous Year's Deficit	-	-	-	-	-
Contingencies	3,724	5,000	5,000	5,000	5,000
Total Expenditure	\$ 423,063	\$ 394,348	\$ 388,775	\$ 393,309	\$ 397,954

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 014					
REGIONAL PARKS & TRAILS SERVICES - ELECTORAL AREA 'B'					
PARTICIPANT: Electoral Area 'B'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 231,860	\$ 220,896	\$ 224,221	\$ 227,613	\$ 231,072
Federal Grant In Lieu	450	450	450	450	450
Transferred From Reserve	-	-	-	-	-
Previous Year's Surplus	101,046	-	-	-	-
Total Revenue	\$ 333,356	\$ 221,346	\$ 224,671	\$ 228,063	\$ 231,522
EXPENDITURE					
Black Jack Rec Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Casino Rec Grant	33,000	13,260	13,525	13,796	14,072
Genelle Rec Grant	40,500	41,310	42,136	42,979	43,839
Oasis Rec Grant	43,350	10,557	10,768	10,984	11,203
Paterson Rec Grant	1,600	1,600	1,600	1,600	1,600
Rivervale Rec Grant	61,860	6,997	7,137	7,280	7,425
Area 'B' Rec Subsidy Program	80,000	81,600	83,232	84,897	86,595
Other Grants	20,000	-	-	-	-
Board Fee	11,776	12,012	12,252	12,497	12,747
Office Supplies	-	-	-	-	-
Other Recreation Costs	3,220	3,220	3,220	3,220	3,220
Utilities - Electricity	780	790	801	811	822
Contribution to Reserves	36,000	50,000	50,000	50,000	50,000
Previous Year's Deficit	-	-	-	-	-
Contingencies	1,270	-	-	-	-
Total Expenditure	\$ 333,356	\$ 221,346	\$ 224,671	\$ 228,063	\$ 231,522

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 015  
9-1-1 EMERGENCY COMMUNICATIONS

PARTICIPANTS: Grand Forks, Greenwood, Rossland, Trail, Fruitvale,  
Midway, Montrose, Warfield, Electoral Areas 'A','B','C','D' & 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition - RDKB	\$ 309,977	\$ 326,259	\$ 334,813	\$ 347,719	\$ 357,299
Contract Revenue - RDCK	337,489	355,217	364,530	378,582	389,012
Federal Grant In Lieu/Misc Income	750	750	750	750	750
Transfer From Reserves	45,070	40,000	40,000	40,000	40,000
Previous Year's Surplus	33,404	-	-	-	-
Total Revenue	\$ 726,690	\$ 722,225	\$ 740,093	\$ 767,051	\$ 787,061
EXPENDITURE					
Salaries & Benefits	\$ 367,856	\$ 377,053	\$ 386,479	\$ 396,141	\$ 406,044
Telephone	100,321	102,327	104,374	106,461	108,590
Communications Equipment R&M	84,904	86,532	88,193	89,888	91,616
Equipment Replacement Reserve	-	-	-	-	-
Advertising	750	750	750	750	750
Board Fee	16,502	16,832	17,169	17,512	17,862
Consultant Fees	20,000	-	-	-	-
Staff Development	-	4,060	4,121	4,184	4,247
Insurance	176	180	183	187	191
Operating Contracts	111,111	129,492	133,824	146,929	152,760
Office Equipment & Furniture	-	-	-	-	-
Office Supplies	-	-	-	-	-
Capital/Amortization	25,070	5,000	5,000	5,000	5,000
Previous Year's Deficit	-	-	-	-	-
Contingencies	-	-	-	-	-
Total Expenditure	\$ 726,690	\$ 722,225	\$ 740,093	\$ 767,051	\$ 787,061

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 017  
EAST END ECONOMIC DEVELOPMENT SERVICES

PARTICIPANTS: Fruitvale, Montrose, Rossland, Trail, Warfield, Electoral Areas 'A' and 'B'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 186,483	\$ 187,055	\$ 187,139	\$ 181,223	\$ 181,310
Miscellaneous Revenue	-	-	-	-	-
Transfer From Reserves	-	-	-	-	-
Previous Year's Surplus	491	-	-	-	-
Total Revenue	\$ 186,974	\$ 187,055	\$ 187,139	\$ 181,223	\$ 181,310
EXPENDITURE					
Contracted Services	\$ 176,600	\$ 176,600	\$ 176,600	\$ 176,600	\$ 176,600
Board Fee	4,074	4,155	4,239	4,323	4,410
LCCDT Administration	-	-	-	-	-
Consulting Services	6,300	6,300	6,300	300	300
Contribution to Reserves	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 186,974	\$ 187,055	\$ 187,139	\$ 181,223	\$ 181,310

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 018					
CULTURE ARTS & RECREATION FOR THE LOWER COLUMBIA					
PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 709,003	\$ 708,961	\$ 720,389	\$ 736,238	\$ 732,963
Federal Grant In Lieu	1,500	1,500	1,500	1,500	1,500
Auditorium Rentals	31,500	31,500	-	-	-
Rental - Gallery	8,661	8,661	8,661	8,661	8,661
Rental Recital Room	1,523	1,523	1,523	1,523	1,523
Rental Multipurpose Room	5,962	5,962	5,962	5,962	5,962
Box Office Revenue	274,000	274,000	-	-	-
College Lease	198,956	198,956	198,956	198,956	198,956
Lease Seniors	13,308	13,308	13,308	13,308	13,308
Miscellaneous Revenue	15,350	15,350	15,350	15,350	15,350
Contract Revenue	3,130	3,193	3,257	3,322	3,388
Contracted Services RDKB Office	91,769	93,604	95,476	97,386	99,334
Janitorial Fees - Selkirk	36,000	36,000	36,000	36,000	36,000
Columbia Basin Trust	500,627	354,973	354,973	354,973	354,973
Previous Year's Surplus	-	-	-	-	-
From General Capital Fund	-	-	-	-	-
Contributions From Reserve	-	205,000	-	-	-
Total Revenue	\$ 1,891,289	\$ 1,952,491	\$ 1,455,354	\$ 1,473,178	\$ 1,471,917
EXPENDITURE					
Salaries and Benefits	\$ 481,596	\$ 491,228	\$ 501,052	\$ 511,073	\$ 521,295
Travel & Training	2,000	2,000	2,000	2,000	2,000
Telephone	7,105	7,105	7,105	7,105	7,105
Property Insurance	33,240	33,240	33,240	33,240	33,240
Maintenance Mechanical	21,315	21,315	21,741	22,176	22,620
Maintenance Electrical	10,000	10,200	10,404	10,612	10,824
Office Supplies	2,000	2,040	2,081	2,122	2,165
Building Maintenance	86,740	47,240	29,740	29,740	29,740
Supplies Janitorial - Paper	6,000	6,120	6,242	6,367	6,495
Supplies Janitorial - Cleaners	6,000	6,120	6,242	6,367	6,495
Supplies Janitorial - Tools	4,000	4,000	4,000	4,000	4,000
Uniform Allowance	1,200	1,224	1,248	1,273	1,299
Utilities- Water & Sewer	1,700	1,734	1,769	1,804	1,840
Utilities- Heating Fuel	25,000	25,500	26,010	26,530	27,061
Utilities- Electricity	58,000	59,160	60,343	61,550	62,781
Utilities-Garbage	9,500	9,690	9,884	10,081	10,283
Vehicle Operation - Mileage	8,548	8,719	8,893	9,071	9,253
Board Fee	16,896	17,234	17,579	17,930	18,289
Grants to Recreation Societies	128,661	128,661	110,161	110,161	110,161
Columbia Basin Trust Admin Fee	17,748	17,748	17,748	17,748	17,748
Theatre Manpower	51,539	51,539	-	-	-
Theatre Materials	22,000	22,000	-	-	-
Box Office Supplies & Expenses	264,000	264,000	50,000	50,000	50,000
Capital Projects GTC&AC	16,000	290,000	150,000	195,000	180,000
Interest Expense - Short Term	1,907	1,192	477	-	-
Debt - Principal	40,169	40,169	40,169	-	-
Vehicle Financing	6,132	4,088	-	-	-
Trail Memorial Center	-	-	-	-	-
City of Rossland CBT Projects	73,155	51,486	51,486	51,486	51,486
City of Trail CBT Projects	182,892	113,669	113,669	113,669	113,669
Village of Warfield CBT Projects	46,666	34,414	34,414	34,414	34,414
Beaver Valley CBT Projects	137,965	103,242	103,242	103,242	103,242
Electoral Area 'B' CBT Projects	42,201	34,414	34,414	34,414	34,414
Contingencies	-	-	-	-	-
Contribution to Reserve	61,000	42,000	-	-	-
Previous Year's Deficit	18,414	-	-	-	-
Total Expenditure	\$ 1,891,289	\$ 1,952,491	\$ 1,455,354	\$ 1,473,178	\$ 1,471,917

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 019  
PARKS & TRAILS - BEAVER VALLEY

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 747,250	\$ 749,954	\$ 817,535	\$ 819,081	\$ 809,333
Federal Grant in Lieu	900	918	936	955	974
Federal Government Grant (Rinc)	-	-	-	-	-
User Fees	-	-	-	-	-
User Fees	-	-	-	-	-
Transferred From Reserve	100,000	-	-	-	-
Miscellaneous	10,000	560,000	-	-	-
Previous Year's Surplus	84,020	-	-	-	-
Total Revenue	\$ 942,169	\$ 1,310,872	\$ 818,471	\$ 820,036	\$ 810,307
EXPENDITURE					
Village of Fruitvale Recreation	\$ 144,553	\$ 143,718	\$ 147,699	\$ 151,800	\$ 159,524
Beaver Valley Public Library	190,275	194,081	197,962	201,921	205,960
Board Fee	11,776	12,012	12,252	12,497	12,747
Operating Contract	-	-	-	-	-
Building Maintenance	18,000	-	-	23,000	-
Village of Montrose Recreation	57,321	58,041	58,938	59,855	60,791
Capital Projects	208,000	560,000	25,500	-	8,500
Equipment Replacement	10,870	10,870	6,341	-	-
BV Recreation Subsidy Program	125,000	125,000	125,000	125,000	125,000
Other Grants	20,450	20,859	21,276	21,702	22,136
Contribution to Reserves	63,000	75,000	10,000	10,000	10,000
Municipal Capital Grants	92,924	106,000	91,625	94,500	82,000
Interest Expense	-	5,292	9,878	7,762	5,650
Principal Payments	-	-	112,000	112,000	112,000
Vehicle Financing	-	-	-	-	6,000
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 942,169	\$ 1,310,872	\$ 818,471	\$ 820,036	\$ 810,307

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 020 011  
PARKS & TRAILS - BEAVER VALLEY  
BEAVER VALLEY ARENA

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 371,577	\$ 378,509	\$ 371,323	\$ 364,974	\$ 371,307
Federal Grant In Lieu	200	200	200	200	200
Skate Sharpening	2,381	2,429	2,477	2,527	2,577
Concession Revenue	46,589	47,520	48,471	49,440	50,429
Photocopying	1,000	1,020	1,040	1,061	1,082
Vending Machine Revenue	2,500	2,550	2,601	2,653	2,706
Ice Surface Rental	100,425	102,434	104,482	106,572	108,703
Admissions Arena	2,485	2,534	2,585	2,637	2,690
Public Skate - Bulk Ticket	-	-	-	-	-
Tiny Tot Lessons	1,035	1,056	1,077	1,098	1,120
Miscellaneous	2,000	2,000	2,000	2,000	2,000
Previous Year's Surplus	10,799	-	-	-	-
Total Revenue	\$ 540,990	\$ 540,252	\$ 536,257	\$ 533,163	\$ 542,815
EXPENDITURE					
Salaries & Benefits	\$ 283,936	\$ 284,846	\$ 290,664	\$ 296,602	\$ 302,662
Telephone	3,210	3,274	3,340	3,406	3,475
Advertising	1,656	1,690	1,723	1,758	1,793
Board Fee	12,750	13,005	13,265	13,530	13,801
Staff Education & Training	4,139	211	425	1,170	224
Insurance	9,249	9,434	9,623	9,815	10,011
Building Equip Maintenance	10,000	10,200	10,404	10,612	10,824
Office Equip & Furniture	2,628	2,681	2,734	2,789	2,845
Office Supplies	1,035	1,056	1,077	1,098	1,120
Building Maintenance	16,141	16,464	16,793	17,129	17,472
Janitorial Supplies	6,626	6,759	6,894	7,032	7,172
Concession Supplies	30,024	30,624	31,237	31,862	32,499
Concession Contract	12,942	13,201	13,465	13,734	14,009
Vending Supplies	2,589	2,641	2,694	2,747	2,802
Employee Equip & Uniform	1,165	1,188	1,212	1,585	1,616
Utilities - Sewer & Water	1,800	1,836	1,873	1,910	1,948
Utilities - Heating Fuel	18,000	18,360	18,727	19,102	19,484
Utilities - Electricity	55,000	56,100	57,222	58,366	59,534
Utilities - Refuse	5,000	5,100	5,202	5,306	5,412
Grounds Maintenance	2,500	2,550	2,601	2,653	2,706
Equipment Replacement	33,471	33,471	23,067	8,500	8,500
Zamboni Operation	3,500	3,570	3,641	3,714	3,789
Zamboni Repairs & Maintenance	6,500	6,630	6,763	6,898	7,036
Vehicle Operation & Maintenance	14,629	12,812	9,011	9,191	9,375
Build Equip. - R&M Refridgeration	2,500	2,550	2,601	2,653	2,706
Cashier Contract	-	-	-	-	-
Contribution to Reserve	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Loss on Disposal of Assets	-	-	-	-	-
Total Expenditure	\$ 540,990	\$ 540,252	\$ 536,257	\$ 533,163	\$ 542,815



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FIVE YEAR FINANCIAL PLAN

EXHIBIT NO. 020 013

PARKS & TRAILS - BEAVER VALLEY

BEAVER VALLEY RECREATION

PARTICIPANTS: Fruitvale, Montrose, Electoral Area 'A'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 215,926	\$ 196,649	\$ 199,497	\$ 202,422	\$ 205,426
Federal Grant in Lieu	-	-	-	-	-
Marsh Crk. Park Space Rent	4,000	5,000	6,000	7,000	8,000
Equipment Rental	-	-	-	-	-
Adult Programming	15,000	15,300	15,606	15,918	16,236
Youth Programming	10,000	10,200	10,404	10,612	10,824
Miscellaneous	2,139	2,162	2,185	2,209	2,233
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 247,065	\$ 229,311	\$ 233,693	\$ 238,162	\$ 242,720
EXPENDITURE					
Salaries & Benefits	\$ 165,429	\$ 166,456	\$ 169,785	\$ 173,180	\$ 176,644
Telephone	1,761	1,796	1,832	1,869	1,906
Advertising	4,856	4,953	5,052	5,153	5,256
Board Fee	11,776	12,012	12,252	12,497	12,747
Staff Education & Training	-	-	-	-	-
Memberships	518	528	539	550	561
Commission Expense	518	528	539	550	561
Space Rental	4,000	4,080	4,162	4,245	4,330
Office Equipment	5,250	4,250	4,250	4,250	4,250
Office Supplies	725	740	754	769	785
Ground Equip Maintenance	2,400	2,448	2,497	2,547	2,598
Program Supplies - Special Event	8,000	8,160	8,323	8,490	8,659
Program Supplies - Summer	3,000	3,060	3,121	3,184	3,247
Parks - Utilities (Electricity)	2,600	2,652	2,705	2,759	2,814
Parks - Grounds Maintenance	12,040	12,160	12,283	12,409	12,537
Vehicle Operating - Mileage	5,381	5,489	5,598	5,710	5,825
Grants to Other Recreations	-	-	-	-	-
Previous Year's Deficit	18,812	-	-	-	-
Total Expenditure	\$ 247,065	\$ 229,311	\$ 233,693	\$ 238,162	\$ 242,720

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 021					
REGIONAL RECREATION COMMISSION					
GRAND FORKS, AREA 'D'					
PARTICIPANTS: Grand Forks, Electoral Area 'D'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 442,204	\$ 442,225	\$ 452,343	\$ 456,296	\$ 467,676
Federal Grant In Lieu	750	750	750	750	750
Adult Programs	13,500	13,770	14,045	14,326	14,613
Youth Programs	20,460	20,869	21,287	21,712	22,147
Advertising	-	-	-	-	-
Fitness Programs	-	-	-	-	-
Miscellaneous Revenue	2,000	2,040	2,081	2,122	2,165
Christina Lake Contract	32,700	32,700	32,700	32,700	32,700
From General Capital Fund	-	-	-	-	-
Equipment Replacement Reserve	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 511,614	\$ 512,354	\$ 523,206	\$ 527,907	\$ 540,051
EXPENDITURE					
Salaries & Benefits	\$ 41,957	\$ 42,797	\$ 43,653	\$ 44,526	\$ 45,416
Wages - Administration	90,939	91,021	92,812	94,639	96,503
Aquatic Instructor Wages	268,849	269,766	277,859	286,195	294,781
Contract Instructor Wages	4,708	4,802	4,898	4,996	5,096
Telephone & Communications	8,880	9,058	9,239	9,424	9,612
Advertising Expense	8,000	8,160	8,323	8,490	8,659
Board Fee	11,776	12,012	12,252	12,497	12,747
Grants to Local Organizations	20,000	20,000	20,000	20,000	20,000
Staff Training & Education	10,500	9,250	9,250	9,250	9,250
Property Insurance	64	65	67	68	69
Management Information Systems	11,590	11,440	11,613	11,789	11,969
Membership & Ref Material	1,000	1,020	1,040	1,061	1,082
Rec Commission Expense	750	765	780	796	812
Safety Equipment	500	504	508	512	516
Office Supplies	5,500	5,610	5,722	5,837	5,953
Vehicle Operating	4,088	4,170	4,253	4,338	4,425
Program Supplies	8,000	8,160	8,323	8,490	8,659
Capital/Amortization	-	-	-	-	-
Equipment Replacement	2,000	5,500	4,500	5,000	4,500
Contribution to Reserve	800	-	-	-	-
Interest Expense - Short Term	381	238	96	-	-
Debt - Principal	8,017	8,017	8,017	-	-
Previous Year's Deficit	3,315	-	-	-	-
Total Expenditure	\$ 511,614	\$ 512,354	\$ 523,206	\$ 527,907	\$ 540,051

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 022  
REGIONAL RECREATION COMMISSION  
GREENWOOD, MIDWAY, AREA 'E'

PARTICIPANTS: Greenwood, Midway, Electoral Area 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 67,006	\$ 39,916	\$ 39,944	\$ 39,972	\$ 40,002
Previous Year's Surplus	-	-	-	-	-
Federal Grant In Lieu	-	-	-	-	-
Total Revenue	\$ 67,006	\$ 39,916	\$ 39,944	\$ 39,972	\$ 40,002
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Other Programs	20,100	-	-	-	-
Grants to Other Recs	11,000	6,000	6,000	6,000	6,000
Midway Arena Grant	21,330	21,330	21,330	21,330	21,330
Greenwood Pool Grant	11,180	11,180	11,180	11,180	11,180
Previous Year's Deficit	2,018	-	-	-	-
Total Expenditure	\$ 67,006	\$ 39,916	\$ 39,944	\$ 39,972	\$ 40,002

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 023  
RECREATION COMMISSION  
CHRISTINA LAKE

PARTICIPANT: Electoral Area 'C'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 13,296	\$ 56,733	\$ 57,138	\$ 57,551	\$ 57,972
Federal Grant In Lieu	200	200	200	200	200
Adult Programs	9,000	9,080	9,162	9,245	9,330
Youth Programs	3,000	3,060	3,121	3,184	3,247
Miscellaneous Revenue	1,100	1,500	1,500	1,500	1,500
Previous Year's Surplus	7,450	-	-	-	-
Transfer From Reserve	40,000	-	-	-	-
Total Revenue	\$ 74,046	\$ 70,573	\$ 71,121	\$ 71,679	\$ 72,249
EXPENDITURE					
Wages - Full Time	\$ -	\$ -	\$ -	\$ -	\$ -
Wages - Part Time	6,898	7,036	7,177	7,320	7,467
Contract Wages	6,500	6,500	6,500	6,500	6,500
Board Fee	1,378	1,406	1,434	1,462	1,492
Staff Training & Education	500	510	520	531	541
Commission Expenses	1,561	1,592	1,624	1,656	1,689
Vehicle Operating	-	-	-	-	-
Office Supplies	1,500	1,530	1,561	1,592	1,624
Program Expenses	15,000	15,300	15,606	15,918	16,236
Contribution to Reserve	8,009	4,000	4,000	4,000	4,000
Contracted Services	32,700	32,700	32,700	32,700	32,700
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 74,046	\$ 70,573	\$ 71,121	\$ 71,679	\$ 72,249

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 024  
RECREATION FACILITIES  
CHRISTINA LAKE

PARTICIPANT: Electoral Area 'C'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Requisition (Parcel Tax)	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Federal Grant in Lieu	-	-	-	-	-
From General Capital Fund	-	-	-	-	-
Previous Year's Surplus	4,363	-	-	-	-
Transfer From Reserve	-	-	-	-	-
Total Revenue	\$ 44,363	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Insurance	836	853	870	887	905
Vehicle Operating	-	-	-	-	-
Contribution to Reserve	3,000	3,000	3,500	3,500	3,500
Debt Interest	-	-	-	-	-
Debt Prinicipal	-	-	-	-	-
Capital/Amortization	-	-	-	-	-
Grants Local Organizations	39,149	34,742	34,197	34,150	34,103
Total Expenditure	\$ 44,363	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 025  
GRAND FORKS COMMUNITY CENTRE

PARTICIPANT: Electoral Area 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ -	\$ -	\$ -	\$ -	\$ -
Grant In Lieu	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURE					
Board Fee	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contracts	-	-	-	-	-
Contingency	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 026  
BOUNDARY MUSEUM SERVICE

PARTICIPANTS: Electoral Areas 'C' & 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 29,961	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Federal Grant In Lieu	-	-	-	-	-
Previous Year's Surplus	39	-	-	-	-
Total Revenue	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
EXPENDITURE					
Board Fee	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contracts	30,000	30,000	30,000	30,000	30,000
Contingencies	-	-	-	-	-
Total Expenditure	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 027  
AREA "C" REGIONAL PARKS AND TRAILS

PARTICIPANT: Electoral Area "C"

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 325,964	\$ 412,356	\$ 334,262	\$ 318,772	\$ 325,884
Federal Grant In Lieu	-	-	-	-	-
Provincial Grants	615,000	-	-	-	-
Transfer From Reserves	190,000	-	-	-	-
Miscellaneous Revenue	267,338	50,000	-	-	-
Previous Year's Surplus	48,948	-	-	-	-
From General Capital Fund	183,000	-	-	-	-
Total Revenue	\$ 1,630,250	\$ 462,356	\$ 334,262	\$ 318,772	\$ 325,884
EXPENDITURE					
Salaries & Wages	\$ 44,069	\$ 44,860	\$ 45,668	\$ 46,491	\$ 47,331
Board Fee	7,499	7,649	7,802	7,958	8,117
Insurance	1,003	1,023	1,044	1,064	1,086
Vehicle Operating	6,240	6,382	6,492	6,604	6,717
Commission Expenses	-	-	-	-	-
Maintenance & Repairs	8,000	10,000	10,000	10,000	10,000
Capital	1,285,000	56,000	15,000	-	-
Equipment Replacement	7,205	7,205	4,068	2,500	2,500
Grants To Local Organizations	48,500	48,500	48,500	48,500	48,500
Contribution to Reserve	26,869	-	-	-	-
Stewardship Society	35,606	34,738	35,383	36,041	36,711
Park Security	15,000	20,000	20,000	20,000	20,000
Parks & Trails	96,450	139,650	64,650	64,650	70,650
C.L. Solar Aquatic System	17,500	17,500	17,500	17,500	17,500
Contracted Services	29,579	29,619	19,619	19,619	19,619
Interest Expense - Short Term	1,730	3,229	2,537	1,845	1,153
Debt - Principal	-	36,000	36,000	36,000	36,000
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 1,630,250	\$ 462,356	\$ 334,262	\$ 318,772	\$ 325,884



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 028  
BEAVERDELL RECREATION SERVICES - SPECIFIED AREA 'E'

PARTICIPANT: Electoral Area 'E' Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950
Total Revenue	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950
EXPENDITURE					
Grants to Local Organizations	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950
Total Expenditure	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950	\$ 19,950

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 030					
GRAND FORKS ARENA					
PARTICIPANTS: Grand Forks & Electoral Area 'D'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 439,093	\$ 430,531	\$ 432,633	\$ 443,973	\$ 459,522
Federal Grant In Lieu	1,000	1,000	1,000	1,000	1,000
Admissions Arena	16,785	16,785	17,121	17,463	17,812
Facility Rental Arena	101,141	104,900	106,998	109,138	111,321
Miscellaneous Revenue	3,000	5,500	5,500	5,500	5,500
Previous Year's Surplus	29,825	-	-	-	-
From General Capital Fund	-	-	125,000	-	-
Transfer From Reserves	50,000	-	100,000	70,000	-
Total Revenue	\$ 640,844	\$ 558,716	\$ 788,251	\$ 647,074	\$ 595,155
EXPENDITURE					
Salaries - Full Time	\$ 53,377	\$ 54,706	\$ 56,335	\$ 58,014	\$ 59,743
Wages - Full Time	189,340	179,397	182,985	186,645	190,378
Wages - Administration	49,672	49,688	50,682	51,696	52,730
Wages - Part Time	15,000	15,302	15,608	15,918	16,133
Radio Licence	-	-	-	-	-
Board Fee	11,434	11,663	11,896	12,134	12,377
Contracted Services	17,000	17,000	17,000	16,399	16,399
Insurance	12,587	12,839	13,096	13,357	13,625
Occ Health & Safety	18,750	6,406	6,502	6,600	6,699
Building Maintenance	31,480	25,850	26,227	26,611	27,004
Janitorial Supplies	6,500	6,663	6,762	6,864	6,967
Utilities - Water & Sewer	2,040	2,081	2,122	2,165	2,208
Utilities - Fuel	13,390	13,658	13,931	14,210	14,494
Utilities - Electricity	68,000	69,525	71,611	73,759	75,972
Utilities - Refuse	2,550	2,601	2,653	2,706	2,760
Grounds Maintenance	12,270	12,515	12,766	13,021	13,281
Capital/Amortization	58,000	15,000	225,000	70,000	-
Equipment Replacement	19,245	5,500	3,000	5,500	13,000
Zamboni Operation	7,959	8,118	8,281	8,446	8,615
Maintenance Refrigeration Plant	22,200	10,404	10,612	10,824	11,041
Interest Expense - Short Term	498	249	1,182	2,205	1,732
MFA Principal - LUA	14,552	14,552	-	25,000	25,000
Previous Year's Deficit	-	-	-	-	-
Reserve Account	15,000	25,000	50,000	25,000	25,000
Total Expenditure	\$ 640,844	\$ 558,716	\$ 788,251	\$ 647,074	\$ 595,155

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 031  
GRAND FORKS CURLING RINK

PARTICIPANTS: Grand Forks, Electoral Areas 'C' & 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 43,750	\$ 43,750	\$ 43,750	\$ 43,750	\$ 43,750
Grant In Lieu	100	100	100	100	100
Miscellaneous Revenue	-	-	-	65,000	-
GF Curling Rink Rental	2,500	2,500	2,500	2,500	2,500
From General Capital Fund	24,000	-	-	65,000	-
Transfer From Reserve	16,000	1,516	1,067	-	-
Previous Year's Surplus	3,372	-	-	-	-
Total Revenue	\$ 89,722	\$ 47,866	\$ 47,417	\$ 176,350	\$ 46,350
EXPENDITURE					
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Board Fee	2,235	2,280	2,325	2,372	2,419
Insurance	6,015	6,015	6,015	6,015	6,015
Building Maintenance	14,980	11,980	11,980	13,980	13,980
Capital/Amortization	40,000	-	-	130,000	-
Reserves	3,485	-	-	8,491	4,835
Interest Expense - Short	1,580	1,363	869	692	1,301
Debt Interest	-	-	-	-	-
Debt Principal	21,428	26,228	26,228	14,800	17,800
Previous Year's Deficit	-	-	-	-	-
Contingencies	- 0	- 0	0	0	0
Total Expenditure	\$ 89,722	\$ 47,866	\$ 47,417	\$ 176,350	\$ 46,350

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 040  
GRAND FORKS AQUATIC CENTRE

PARTICIPANT: Grand Forks, Electoral Area 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 608,953	\$ 617,417	\$ 618,622	\$ 599,057	\$ 594,870
Federal Grant In Lieu	2,000	2,000	2,000	2,000	2,000
Admissions Aquatic Centre	104,000	108,160	112,486	116,986	121,665
Facility Rental Aquatic Centre	28,600	29,172	29,755	30,351	30,958
Retail Sales Aquatic Centre	7,000	7,175	7,283	7,392	7,503
From General Capital Fund	-	-	-	-	-
Transferred From Reserves	100,000	-	-	-	-
Miscellaneous Revenue	50,000	-	-	-	-
Previous Year's Surplus	39,429	-	-	-	-
Total Revenue	\$ 939,982	\$ 763,924	\$ 770,146	\$ 755,786	\$ 756,996
EXPENDITURE					
Salaries & Benefits	\$ 17,930	\$ 18,299	\$ 18,673	\$ 19,051	\$ 19,436
Wages Full-Time	336,296	336,600	343,332	350,199	357,203
Wages - Administration	24,612	24,830	25,324	25,828	26,342
Wages Part-time	-	-	-	-	-
Board Fee	15,560	15,871	16,189	16,512	16,843
Contracted Building Maintenance	30,073	18,924	20,782	19,648	21,521
Insurance	6,401	6,529	6,660	6,793	6,929
Occ Health & Safety	8,270	1,790	1,811	1,832	1,854
Building Maintenance	26,850	23,790	24,239	24,697	25,164
Janitorial Supplies	2,040	2,081	2,122	2,165	2,208
Pool Chemicals	10,000	10,200	10,404	10,612	10,824
Retail Supplies	2,040	2,081	2,122	2,165	2,208
Clothing Allowance	1,530	1,561	1,592	1,624	1,656
Utilities - Water & Sewer	2,652	2,705	2,759	2,814	2,871
Utilities - Fuel	38,000	38,760	39,535	40,326	41,132
Utilities - Electricity	62,000	63,240	64,505	65,795	67,111
Utilities - Refuse	1,224	1,248	1,273	1,299	1,325
Grounds Maintenance	3,000	3,060	3,121	3,184	3,247
Capital/Amortization	158,000	-	-	-	-
Equipment Replacement	10,500	7,500	1,500	1,500	1,500
Contribution to Reserve	15,000	20,000	20,000	20,000	20,000
Interest Expense - Short Term	1,955	1,303	652	120	-
Debt Interest	77,250	77,250	77,250	77,250	77,250
Debt Principal	86,300	86,300	86,300	62,373	50,373
Contingency	2,500	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 939,982	\$ 763,924	\$ 770,146	\$ 755,786	\$ 756,996

FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 045					
ELECTORAL AREA 'D' - REGIONAL PARKS & TRAILS SERVICE					
PARTICIPANT: Electoral Area 'D'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 45,625	\$ 60,008	\$ 59,861	\$ 59,716	\$ 59,382
Federal Grant in Lieu	-	-	-	-	-
Miscellaneous Revenue	240,000	-	-	-	-
From General Capital Fund	50,000	-	-	-	-
Revenue From Reserves	-	-	-	-	-
Previous Year's Surplus	22,932	-	-	-	-
Total Revenue	\$ 358,557	\$ 60,008	\$ 59,861	\$ 59,716	\$ 59,382
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Insurance	706	720	735	749	764
Operating Contracts	222,000	32,000	32,000	32,000	32,000
Grants to Other Organizations	10,000	-	-	-	-
Contribution To Reserves	14,000	5,000	5,000	5,000	5,000
Interest Expense - Short Term	473	882	693	504	126
Debt Principal	-	10,000	10,000	10,000	10,000
Contingencies	110,000	10,000	10,000	10,000	10,000
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 358,557	\$ 60,008	\$ 59,861	\$ 59,716	\$ 59,382

FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 047					
HERITAGE CONSERVATION - AREA 'D'					
PARTICIPANT: Electoral Area 'D'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 12,883	\$ 10,028	\$ 10,109	\$ 10,191	\$ 10,275
Federal Grant in Lieu	-	-	-	-	-
Miscellaneous Revenue	10,000	-	-	-	-
Revenue From Reserves	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 22,883	\$ 10,028	\$ 10,109	\$ 10,191	\$ 10,275
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Property Insurance	1,314	1,340	1,367	1,394	1,422
Operating Contracts	5,000	5,000	5,000	5,000	5,000
Utilities	1,257	1,282	1,308	1,334	1,361
Capital	-	-	-	-	-
Contribution To Reserves	-	-	-	-	-
Contingencies	11,000	1,000	1,000	1,000	1,000
Previous Year's Deficit	2,934	-	-	-	-
Total Expenditure	\$ 22,883	\$ 10,028	\$ 10,109	\$ 10,191	\$ 10,275

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 050					
REGIONALIZED FIRE PROTECTION - EAST END					
PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas 'A' & 'B'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 3,331,247	\$ 3,606,865	\$ 3,748,517	\$ 3,959,450	\$ 3,938,570
Federal Grant In Lieu	8,086	8,086	8,086	8,086	8,086
Miscellaneous Revenue	1,316	1,342	1,369	1,397	1,424
Transfer From 9-1-1	367,856	377,053	386,479	396,141	406,044
Transfer From Emergency Preparedness	153,918	157,766	161,710	165,753	169,897
Ambulance Services Rent	7,848	8,005	8,165	8,328	8,495
Ross Spur Protection Agreement	14,029	14,310	14,596	14,888	15,185
From Reserve	313,333	-	-	-	-
Previous Year's Surplus	74,051	-	-	-	-
From General Capital Fund	564,227	-	1,192,000	540,000	-
Total Revenue	\$ 4,835,911	\$ 4,173,426	\$ 5,520,922	\$ 5,094,043	\$ 4,547,702
EXPENDITURE					
Salaries - Chief, Asst. Chief, Dispatcher	\$ 395,607	\$ 405,012	\$ 414,650	\$ 424,530	\$ 434,657
Salaries - Career	2,033,877	2,134,826	2,188,137	2,242,780	2,298,789
Wages - Volunteers	53,000	53,000	53,000	53,000	53,000
Training/Seminars/Visual Aids	258,332	248,199	253,163	258,226	263,391
District Fire Chiefs & Asst. Chiefs	17,500	17,500	17,500	17,500	17,500
Uniform/Clothing Allowance	23,088	23,550	24,021	24,501	24,991
Medicals	3,231	1,561	3,362	1,624	3,498
Office Supplies	7,765	7,920	8,078	8,240	8,405
Subscriptions	1,523	1,553	1,585	1,616	1,649
Shop Supplies	15,182	15,485	15,795	16,111	16,433
Insurance	-	-	-	-	-
Volunteer Benefits & Insurance	25,613	26,125	26,647	27,180	27,724
Insurance - Building	11,856	12,093	12,335	12,582	12,833
Insurance Vehicle	48,650	49,623	50,615	51,628	52,660
Board Fee	113,899	116,177	118,501	120,871	123,288
Telephone - Companies	50,261	51,266	52,291	53,337	54,404
Utilities - Water & Sewer	2,199	2,243	2,288	2,333	2,380
Utilities - Heating Fuel	18,473	18,842	19,219	19,603	19,995
Utilities - Electricity	25,424	25,933	26,451	26,980	27,520
Memberships	6,316	6,442	6,571	6,703	6,837
Fire Prevention	14,600	14,892	15,190	15,494	15,804
Memberships	-	-	-	-	-
Safety Equipment Replacement & Rep.	15,500	15,810	16,126	16,449	16,778
Safety Equipment	22,723	20,607	23,699	21,399	24,607
Communication Equipment R & M	20,737	17,837	18,193	18,557	18,928
Equipment Replacement	76,535	78,066	79,627	81,220	82,844
SCBA Tests and Repairs	19,136	17,974	16,670	16,768	16,869
Building Maintenance	88,715	90,412	92,336	94,089	95,570
First Responder Supplies	10,550	10,761	10,976	11,196	11,420
Fire Extinguisher Agents	4,858	4,955	5,054	5,155	5,258
Janitorial Supplies	8,900	9,078	9,260	9,445	9,634
Fire Hose	13,000	13,260	13,525	13,796	14,072
Vehicle Financing	380,586	386,128	454,433	598,114	499,488
Vehicle Maintenance	70,063	66,364	67,691	69,045	70,426
Hydrant Maintenance Fees	87,192	88,936	90,714	92,529	94,379
Professional Fees	-	-	-	-	-
Conventions	5,100	5,202	5,306	5,412	5,520
Travel/Mileage	5,684	5,798	5,914	6,032	6,153
Contingencies	-	-	-	-	-
Capital/Amortization	804,227	-	1,192,000	540,000	-
Equipment and General Reserve	76,011	110,000	110,000	110,000	110,000
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 4,835,911	\$ 4,173,426	\$ 5,520,922	\$ 5,094,043	\$ 4,547,702

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 051					
FIRE PROTECTION AREA 'C' - CHRISTINA LAKE					
PARTICIPANT: Christina Lake Fire Protection Specified Area					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 328,967	\$ 352,641	\$ 358,599	\$ 364,673	\$ 370,865
Federal Grant In Lieu	900	900	900	900	900
Miscellaneous Revenue	100	100	100	100	100
Contribution From Reserve	-	-	-	-	-
Previous Year's Surplus	23,066	-	-	-	-
Total Revenue	\$ 353,033	\$ 353,641	\$ 359,599	\$ 365,673	\$ 371,865
EXPENDITURE					
Insurance	\$ 43,821	\$ 44,697	\$ 45,591	\$ 46,503	\$ 47,433
Office Supplies	10,900	11,118	11,340	11,567	11,799
Wages Volunteers	83,428	79,531	81,122	82,744	84,399
Uniform Allowance	8,200	8,364	8,531	8,702	8,876
Travel	17,000	17,340	17,687	18,041	18,401
Board Fee	13,988	14,268	14,553	14,844	15,141
Training/Seminars	20,300	20,706	21,120	21,543	21,973
Membership & Ref. Material	1,500	1,530	1,561	1,592	1,624
Contribution To Reserve	15,000	15,000	15,000	15,000	15,000
Debt - Interest	11,900	11,900	11,900	11,900	11,900
Debt - Principal	17,480	17,480	17,480	17,480	17,480
Vehicle Financing	-	-	-	-	-
Contingencies	10,000	10,200	10,404	10,612	10,824
Telephone	6,200	6,324	6,450	6,579	6,711
Building Maintenance	10,400	10,608	10,820	11,037	11,257
Building Maintenance - grounds	3,950	4,029	4,110	4,192	4,276
Utilities - Heating Fuel	4,000	4,080	4,162	4,245	4,330
Utilities - Electricity	5,350	5,457	5,566	5,677	5,791
Capital/Amortization	-	-	-	-	-
Communication Equipment R&M	10,353	10,560	10,771	10,987	11,206
Vehicle Operating	44,568	45,459	46,141	46,833	47,536
Shop Supplies	14,696	14,990	15,290	15,596	15,907
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 353,033	\$ 353,641	\$ 359,599	\$ 365,673	\$ 371,865



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 053  
FIRE PROTECTION AREA 'E' - BEAVERDELL

PARTICIPANTS: Beaverdell Fire Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 49,633	\$ 62,532	\$ 62,560	\$ 62,588	\$ 62,618
Miscellaneous Revenue	3,000	1,500	1,500	1,500	1,500
Revenue From Equipment Reserve	-	-	-	-	-
Previous Year's Surplus	12,871	-	-	-	-
Total Revenue	\$ 65,504	\$ 64,032	\$ 64,060	\$ 64,088	\$ 64,118
EXPENDITURE					
Volunteer Honoraria & Benefits	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Travel & Vehicles	2,500	2,500	2,500	2,500	2,500
Communications	5,000	5,000	5,000	5,000	5,000
Memberships, Professional Fees	900	900	900	900	900
Board Fee	1,378	1,406	1,434	1,462	1,492
Training	7,000	7,000	7,000	7,000	7,000
Insurance	7,388	7,388	7,388	7,388	7,388
Volunteer Recognition/Awards	1,000	1,000	1,000	1,000	1,000
Building Maintenance	4,000	4,000	4,000	4,000	4,000
Firefighting Equipment & Safety	7,000	7,000	7,000	7,000	7,000
Dry Hydrant	1,000	1,000	1,000	1,000	1,000
Office Supply & Expense	1,000	1,000	1,000	1,000	1,000
Vehicle/Equipment Maintenance	9,000	9,000	9,000	9,000	9,000
Capital / Amortization	-	-	-	-	-
Contribution To Equipment Reserve	1,000	1,000	1,000	1,000	1,000
Debt - Interest	9,675	9,675	9,675	9,675	9,675
Debt - Principal	5,163	5,163	5,163	5,163	5,163
Contingency	1,500	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 65,504	\$ 64,032	\$ 64,060	\$ 64,088	\$ 64,118

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 054  
FIRE PROTECTION AREA 'E' - BIG WHITE

PARTICIPANT: Big White Fire Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 918,165	\$ 1,074,129	\$ 1,094,360	\$ 1,115,041	\$ 1,136,184
Federal Grant in Lieu	-	-	-	-	-
Miscellaneous Revenue	8,000	7,000	7,000	7,000	7,000
Fuel Recoveries	9,150	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Revenue From Capital Fund	-	1,200,000	-	-	-
From Equipment Reserve	159,000	225,000	175,000	175,000	175,000
Total Revenue	\$ 1,094,315	\$ 2,506,129	\$ 1,276,360	\$ 1,297,041	\$ 1,318,184
EXPENDITURE					
Salaries - Officers	\$ 358,128	\$ 365,291	\$ 372,597	\$ 380,049	\$ 387,649
Wages & Benefits - Volunteers	103,673	105,746	107,861	110,019	112,219
Work Experience Program	35,600	36,312	37,038	37,779	38,535
Uniform Allowance	8,200	8,200	8,200	8,200	8,200
First Responder Program	20,000	20,400	20,808	21,224	21,649
Training/Seminars	32,850	33,447	34,056	34,677	35,311
Fire Prevention	7,283	7,429	7,577	7,729	7,883
Office Supplies	13,100	13,410	13,632	13,859	14,090
Membership & Reference Materials	2,000	2,040	2,081	2,122	2,165
Shop Supplies	6,000	6,120	6,242	6,367	6,495
Telephone	6,400	6,528	6,659	6,792	6,928
Utilities - Water & Sewer	3,000	3,060	3,121	3,184	3,247
Utilities - Electricity	38,000	38,760	39,535	40,326	41,132
SCBA Tests and Repairs	12,924	13,182	13,446	13,715	13,989
Building Maintenance	31,800	32,416	33,044	33,685	34,339
Communication Equipment R&M	11,450	11,679	11,913	12,151	12,394
Insurance	4,132	4,215	4,299	4,385	4,473
Board Fees	13,177	13,441	13,709	13,984	14,263
Safety Equipment	33,500	34,170	34,853	35,550	36,261
Vehicle Maintenance	84,250	73,695	75,169	76,672	78,206
Contracted Services	2,500	2,538	2,576	2,614	2,653
Hydrant Maintenance Fees	94,567	97,404	100,326	103,336	106,436
Travel/Mileage	8,300	8,416	8,534	8,655	8,778
Meetings	12,500	13,085	13,698	14,341	15,014
Contingencies	11,673	11,906	12,145	12,387	12,635
Debt - Interest	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Vehicle Financing	-	243,240	243,240	243,240	243,240
Capital/Amortization	115,000	1,250,000	-	-	-
Contribution To Reserve	-	50,000	50,000	50,000	50,000
Previous Year's Deficit	24,309	-	-	-	-
Total Expenditure	\$ 1,094,315	\$ 2,506,129	\$ 1,276,360	\$ 1,297,041	\$ 1,318,184

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 055  
MIDWAY & BEAVERDELL EMERGENCY RESPONSE SERVICE

PARTICIPANTS: City of Greenwood, Village of Midway, Electoral Area 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 11,917	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Federal Grant in Lieu	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-
Previous Year's Surplus	6,083	-	-	-	-
Total Revenue	\$ 18,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
EXPENDITURE					
Operating Grants	\$ 7,500	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Previous Year's Deficit	-	-	-	-	-
Contingencies	10,500	6,000	6,000	6,000	6,000
Total Expenditure	\$ 18,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 056  
FIRE PROTECTION - GREENWOOD FIRE EXPANSION SERVICE

PARTICIPANT: Electoral Area 'E' Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 23,378	\$ 23,406	\$ 23,434	\$ 23,462	\$ 23,492
Miscellaneous Revenue	-	-	-	-	-
Revenue From Equipment Reserve	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 23,378	\$ 23,406	\$ 23,434	\$ 23,462	\$ 23,492
EXPENDITURE					
Contracted Fire Service	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000
Board Fee	1,378	1,406	1,434	1,462	1,492
Transfer To Reserves	-	-	-	-	-
Contingency	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 23,378	\$ 23,406	\$ 23,434	\$ 23,462	\$ 23,492

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 057  
FIRE PROTECTION - GRAND FORKS RURAL FIRE SERVICE

PARTICIPANT: Electoral Area 'D' Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Tax - EA 'D' / Rural Grand Forks	\$ 356,249	\$ 919,786	\$ 970,068	\$ 600,356	\$ 970,649
Federal Grant in Lieu	-	-	-	-	-
Interest Earned on Investments	-	-	-	-	-
Province of BC - Misc. Revenue	-	-	-	-	-
From General Capital Fund	-	1,000,000	-	-	-
Transfer From Reserves	17,000	-	-	-	-
Previous Year's Surplus	98,067	-	-	-	-
Total Revenue	\$ 471,316	\$ 1,919,786	\$ 970,068	\$ 600,356	\$ 970,649
EXPENDITURE					
Board Fee	\$ 13,833	\$ 14,110	\$ 14,392	\$ 14,680	\$ 14,973
Insurance	15,301	15,301	15,301	15,301	15,301
Capital	90,000	1,450,000	500,000	130,000	500,000
Contribution To Reserves	65,000	67,000	67,000	67,000	67,000
Contracted Fire Service	270,182	270,182	270,182	270,182	270,182
Vehicle Financing	-	93,193	93,193	93,193	93,193
Previous Year's Deficit	-	-	-	-	-
Contingency	17,000	10,000	10,000	10,000	10,000
Total Expenditure	\$ 471,316	\$ 1,919,786	\$ 970,068	\$ 600,356	\$ 970,649

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 058  
KETTLE VALLEY FIRE PROTECTION

PARTICIPANT: Electoral Area 'E' Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Tax - EA 'E' / Rock Creek	\$ 111,245	\$ 147,321	\$ 148,933	\$ 150,576	\$ 152,253
Federal Grant in Lieu	-	-	-	-	-
Interest Earned on Investments	-	-	-	-	-
Miscellaneous Revenue	25,000	-	-	-	-
Province of BC - Misc. Revenue	-	-	-	-	-
From General Capital Fund	740,000	-	-	-	-
Transfer From Reserves	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 876,245	\$ 147,321	\$ 148,933	\$ 150,576	\$ 152,253
EXPENDITURE					
Board Fee	\$ 5,000	\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412
Insurance	7,000	7,000	7,000	7,000	7,000
Capital	765,000	-	-	-	-
Contribution To Reserves	5,000	5,000	5,000	5,000	5,000
Contracted Fire Service	74,000	75,480	76,990	78,529	80,100
Debt - Interest	-	22,200	22,200	22,200	22,200
Debt - Principal	-	27,541	27,541	27,541	27,541
Previous Year's Deficit	-	-	-	-	-
Contingency	20,245	5,000	5,000	5,000	5,000
Total Expenditure	\$ 876,245	\$ 147,321	\$ 148,933	\$ 150,576	\$ 152,253

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 064					
REFUSE DISPOSAL - SPECIFIED AREA 'E'					
BIG WHITE					
PARTICIPANT: Big White Refuse Specified Area					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 242,900	\$ 225,285	\$ 226,490	\$ 227,658	\$ 219,050
Miscellaneous Revenue	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
From General Capital Fund	-	-	-	-	-
Total Revenue	\$ 242,900	\$ 225,285	\$ 226,490	\$ 227,658	\$ 219,050
EXPENDITURE					
Wages & Benefits	\$ 6,695	\$ 6,829	\$ 6,965	\$ 7,105	\$ 7,247
Insurance	699	713	727	742	757
Board Fee	5,344	5,451	5,560	5,671	5,785
Site Maintenance	21,500	10,540	10,581	10,622	10,665
Operating Contracts (Transfer)	136,000	136,000	136,000	136,000	136,000
Tipping Fees - Kelowna	51,450	52,479	53,529	54,599	55,691
Utilities	2,485	2,535	2,585	2,637	2,690
Capital/Amortization - Transfer St.	-	-	-	-	-
Interest Expense - Short Term	735	535	335	70	-
Debt Principal	10,000	10,000	10,000	10,000	-
Previous Year's Deficit	7,793	-	-	-	-
Contingencies	200	204	208	212	216
Total Expenditure	\$ 242,900	\$ 225,285	\$ 226,490	\$ 227,658	\$ 219,050

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 065  
ELECTORAL AREA 'E' - REGIONAL PARKS & TRAILS SERVICE

PARTICIPANTS: Electoral Area 'E' - Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 31,370	\$ 31,406	\$ 31,434	\$ 31,462	\$ 31,492
Federal Grant in Lieu	-	-	-	-	-
Revenue From Reserves	-	-	-	-	-
Previous Year's Surplus	8	-	-	-	-
Total Revenue	\$ 31,378	\$ 31,406	\$ 31,434	\$ 31,462	\$ 31,492
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Operating Contracts	25,000	25,000	25,000	25,000	25,000
Contribution To Reserves	5,000	5,000	5,000	5,000	5,000
Contingencies	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 31,378	\$ 31,406	\$ 31,434	\$ 31,462	\$ 31,492



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 070  
ANIMAL CONTROL - EAST END  
CONTRACTS: Trail, Fruitvale, Montrose

PARTICIPANTS: Electoral Areas 'A' & 'B'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition - Electoral	\$ 23,612	\$ 24,676	\$ 25,169	\$ 25,673	\$ 26,186
Property Tax Requisition - Municipality	70,835	74,027	75,508	77,018	78,558
Licenses & Fines	1,785	1,821	1,857	1,894	1,932
Federal Grant In Lieu	155	158	161	164	168
Previous Year's Surplus	2,320	-	-	-	-
Total Revenue	\$ 98,708	\$ 100,682	\$ 102,695	\$ 104,749	\$ 106,844
EXPENDITURE					
Board Fee	\$ 4,155	\$ 4,238	\$ 4,323	\$ 4,409	\$ 4,498
Insurance	576	588	599	611	623
Operating Contracts	92,855	94,712	96,606	98,538	100,509
Office Supplies	306	312	318	325	331
Previous Year's Deficit	-	-	-	-	-
Contingencies	816	832	849	866	883
Total Expenditure	\$ 98,708	\$ 100,682	\$ 102,695	\$ 104,749	\$ 106,844

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 071  
ANIMAL CONTROL - WEST END

PARTICIPANTS: Grand Forks, Greenwood, Electoral Areas 'C' & 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 147,560	\$ 135,135	\$ 135,233	\$ 135,334	\$ 131,039
Licenses & Fines	8,448	8,617	8,789	8,965	9,144
Federal Grant In Lieu	104	106	108	110	113
Previous Year's Surplus	3,978	-	-	-	-
Total Revenue	\$ 160,090	\$ 143,858	\$ 144,131	\$ 144,410	\$ 140,296
EXPENDITURE					
Board Fee	\$ 4,155	\$ 4,238	\$ 4,323	\$ 4,409	\$ 4,498
Insurance	1,429	1,458	1,487	1,516	1,547
Operating Contracts	103,200	103,200	103,200	103,200	103,200
Office Supplies	2,040	2,081	2,122	2,165	2,208
Debt - Principal	21,675	22,683	23,737	24,841	21,598
Debt - Interest	5,326	4,318	3,264	2,160	1,005
Maintenance & Repair	22,265	5,880	5,998	6,118	6,240
Contingencies	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 160,090	\$ 143,858	\$ 144,131	\$ 144,410	\$ 140,296

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 074  
BIG WHITE SECURITY SERVICE

PARTICIPANTS: Big White Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 191,592	\$ 214,176	\$ 214,269	\$ 214,364	\$ 214,461
Federal Grant In Lieu	104	106	108	110	113
Previous Year's Surplus	17,969	-	-	-	-
Total Revenue	\$ 209,665	\$ 214,282	\$ 214,377	\$ 214,475	\$ 214,574
EXPENDITURE					
Board Fee	\$ 4,665	\$ 4,758	\$ 4,853	\$ 4,951	\$ 5,050
Security Accommodation	12,000	12,000	12,000	12,000	12,000
Operating Contracts	184,000	188,524	188,524	188,524	188,524
Contingencies	9,000	9,000	9,000	9,000	9,000
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 209,665	\$ 214,282	\$ 214,377	\$ 214,475	\$ 214,574

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 075					
BIG WHITE NOISE CONTROL SERVICE					
PARTICIPANTS: Electoral Area 'E' - Specified Area					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 1,378	\$ 4,406	\$ 4,434	\$ 4,462	\$ 4,492
Miscellaneous Income	-	-	-	-	-
Previous Year's Surplus	15,000	-	-	-	-
Total Revenue	<u>\$ 16,378</u>	<u>\$ 4,406</u>	<u>\$ 4,434</u>	<u>\$ 4,462</u>	<u>\$ 4,492</u>
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Operating Contracts	15,000	3,000	3,000	3,000	3,000
Transfer To Reserves	-	-	-	-	-
Contingencies	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	<u>\$ 16,378</u>	<u>\$ 4,406</u>	<u>\$ 4,434</u>	<u>\$ 4,462</u>	<u>\$ 4,492</u>

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 077  
AREA 'C' ECONOMIC DEVELOPMENT

PARTICIPANT: Electoral Area 'C'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 108,026	\$ 123,406	\$ 123,434	\$ 120,462	\$ 120,492
Federal Grant in Lieu	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-
Revenue From Reserves	-	-	-	-	-
Previous Year's Surplus	37,352	-	-	-	-
Total Revenue	\$ 145,378	\$ 123,406	\$ 123,434	\$ 120,462	\$ 120,492
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Operating Contracts	92,000	92,000	92,000	89,000	89,000
Contribution To Reserves	22,000	-	-	-	-
Contingencies	30,000	30,000	30,000	30,000	30,000
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 145,378	\$ 123,406	\$ 123,434	\$ 120,462	\$ 120,492

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 080  
MOSQUITO CONTROL - GRAND FORKS & AREA 'D'

PARTICIPANTS: Grand Forks & Electoral Area 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 60,679	\$ 74,815	\$ 75,111	\$ 75,434	\$ 75,721
Federal Grant in Lieu	-	-	-	-	-
Provincial Grant - WNV	-	-	-	-	-
Previous Year's Surplus	38,865	-	-	-	-
Total Revenue	\$ 99,544	\$ 74,815	\$ 75,111	\$ 75,434	\$ 75,721
EXPENDITURE					
Salaries & Wages	\$ 7,369	\$ 7,516	\$ 7,666	\$ 7,820	\$ 7,976
Board Fee	3,175	3,239	3,303	3,369	3,437
Pest Control contract	80,000	60,000	60,000	60,000	60,000
Contracted Services - WNV	-	-	-	-	-
Contribution to Reserve	5,000	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Contingencies	4,000	4,060	4,141	4,245	4,308
Total Expenditure	\$ 99,544	\$ 74,815	\$ 75,111	\$ 75,434	\$ 75,721

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 081  
MOSQUITO CONTROL - CHRISTINA LAKE SPECIFIED AREA

PARTICIPANT: Electoral Area 'C'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 22,526	\$ 38,337	\$ 38,417	\$ 38,499	\$ 38,582
Federal Grant in Lieu	-	-	-	-	-
Previous Year's Surplus	18,739	-	-	-	-
Total Revenue	\$ 41,265	\$ 38,337	\$ 38,417	\$ 38,499	\$ 38,582
EXPENDITURE					
Salaries & Wages	\$ 1,275	\$ 1,307	\$ 1,346	\$ 1,387	\$ 1,428
Board Fee	1,990	2,030	2,070	2,112	2,154
Pest Control Contract	38,000	35,000	35,000	35,000	35,000
Previous Year's Deficit	-	-	-	-	-
Contingencies	-	-	-	-	-
Total Expenditure	\$ 41,265	\$ 38,337	\$ 38,417	\$ 38,499	\$ 38,582

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 090  
NOXIOUS WEED CONTROL - AREA 'A'  
COLUMBIA GARDENS

PARTICIPANT: Columbia Gardens Weed Control - Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 21,705	\$ 22,531	\$ 22,884	\$ 23,243	\$ 23,608
Federal Grant In Lieu	25	25	25	25	25
Prov of BC Weed Control Grant	3,000	3,000	3,000	3,000	3,000
Ministry of Transport Weed	20,000	20,000	20,000	20,000	20,000
Other Agency Weed Control	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 44,730	\$ 45,556	\$ 45,909	\$ 46,268	\$ 46,633
EXPENDITURE					
Salaries & Wages	\$ 992	\$ 1,017	\$ 1,047	\$ 1,079	\$ 1,111
Board Fee	1,378	1,406	1,434	1,462	1,492
Operating Contracts	35,888	43,133	43,428	43,727	44,030
Contingencies	-	-	-	-	-
Previous Year's Deficit	6,472	-	-	-	-
Total Expenditure	\$ 44,730	\$ 45,556	\$ 45,909	\$ 46,268	\$ 46,633



REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 091					
NOXIOUS WEED CONTROL AREA 'C'					
CHRISTINA LAKE MILFOIL					
PARTICIPANT: Christina Lake Specified Area					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 288,453	\$ 294,776	\$ 300,476	\$ 305,281	\$ 311,191
Federal Grant In Lieu	75	75	75	75	75
Miscellaneous Revenue	-	-	-	-	-
Provincial Grant	-	-	-	-	-
From General Capital Fund	90,000	-	-	-	-
Transfer From Reserve	45,000	-	-	-	-
Previous Year's Surplus	<u>\$ 39,393</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Revenue	462,921	294,851	300,551	305,356	311,266
EXPENDITURE					
Salaries & Benefits	217,820	221,391	225,819	230,336	234,942
Travel & Training	6,400	6,560	6,621	6,684	6,747
Communication Equipment	1,222	1,246	1,271	1,297	1,323
Board Fee	1,888	1,926	1,964	2,004	2,044
Diver Medicals	600	612	624	637	649
Dive Equipment Repairs	2,136	1,668	2,202	1,736	2,271
Boat Operating Costs	37,700	12,954	13,213	13,477	13,747
Scuba Tank Refills	5,712	5,826	5,943	6,062	6,183
Capital	150,000	-	-	-	-
Vehicle Operating	5,100	5,202	5,306	5,412	5,520
Dive Equipment Rental	6,000	6,120	6,242	6,367	6,495
Contribution to Reserve	15,000	18,000	18,000	18,000	18,000
Interest Expense - Short Term	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Vehicle/Equipment Financing	13,260	13,260	13,260	13,260	13,260
Previous Year's Deficit	-	-	-	-	-
Contingencies	83	85	85	85	85
Total Expenditure	<u>\$ 462,921</u>	<u>\$ 294,851</u>	<u>\$ 300,551</u>	<u>\$ 305,356</u>	<u>\$ 311,266</u>

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 092  
NOXIOUS WEED CONTROL AREA 'D' & 'E'

PARTICIPANTS: Electoral Areas 'D' & 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 76,344	\$ 68,768	\$ 69,688	\$ 70,623	\$ 71,572
Grant In Lieu	20	20	20	20	20
Federal Govt Weed Grant	-	-	-	-	-
Miscellaneous Income	50	50	50	50	50
Prov of BC Weed Control Grant	-	-	-	-	-
Ministry of Transport	55,000	55,000	55,000	55,000	55,000
Other Provincial Agency	25,000	25,000	25,000	25,000	25,000
Industry Partners	15,500	15,500	15,500	15,500	15,500
Province of BC - JOP Grant	-	-	-	-	-
Previous Year's Surplus	13,518	-	-	-	-
Total Revenue	\$ 185,432	\$ 164,338	\$ 165,258	\$ 166,193	\$ 167,142
EXPENDITURE					
Salaries & Wages	\$ 5,668	\$ 5,782	\$ 5,897	\$ 6,015	\$ 6,136
Board Fee	1,378	1,406	1,434	1,462	1,492
Operating Contracts	178,386	157,151	157,927	158,715	159,515
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 185,432	\$ 164,338	\$ 165,258	\$ 166,193	\$ 167,142

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 101  
STREET LIGHTING - BIG WHITE

PARTICIPANT: Big White Street Lighting Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 36,571	\$ 16,196	\$ 16,519	\$ 16,850	\$ 17,187
Revenue From Reserves	29,000	-	-	-	-
Previous Year's Surplus	307	-	-	-	-
Total Revenue	\$ 65,878	\$ 16,196	\$ 16,519	\$ 16,850	\$ 17,187
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Utilities	14,500	14,790	15,086	15,388	15,695
Capital/Amortization	50,000	-	-	-	-
Contribution to Reserve	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 65,878	\$ 16,196	\$ 16,519	\$ 16,850	\$ 17,187

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 103  
BEAVERDELL STREET LIGHTING

PARTICIPANTS: Electoral Area 'E' - Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 1,904	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Revenue From Reserves	-	-	-	-	-
Previous Year's Surplus	496	-	-	-	-
Total Revenue	\$ 2,400	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
EXPENDITURE					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	1,800	1,800	1,800	1,800	1,800
Contribution To Reserves	600	-	-	-	-
Contingency	-	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 2,400	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 120  
HOUSE NUMBERING - AREA 'A' & 'C'

PARTICIPANTS: Electoral Areas 'A' & 'C'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 5,988	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Federal Grant in Lieu	-	-	-	-	-
Prior Year Surplus	12	-	-	-	-
Total Revenue	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
EXPENDITURE					
Consultant Fees	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
Contingencies	1,500	1,500	1,500	1,500	1,500
Total Expenditure	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 121  
HOUSE NUMBERING AREA 'D'

PARTICIPANT : Electoral Area 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 2,999	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Federal Grant in Lieu	-	-	-	-	-
Prior Year Surplus	1	-	-	-	-
Total Revenue	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
EXPENDITURE					
Consultant Fees	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250
Contingencies	750	750	750	750	750
Total Expenditure	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 122  
HOUSE NUMBERING AREA 'B'

PARTICIPANT : Electoral Area 'B'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 2,994	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Federal Grant in Lieu	-	-	-	-	-
Previous Year's Surplus	6	-	-	-	-
Total Revenue	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
EXPENDITURE					
Consultant Fees	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250
Previous Year's Deficit	-	-	-	-	-
Contingencies	750	750	750	750	750
Total Expenditure	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 123  
HOUSE NUMBERING AREA 'E'

PARTICIPANT : Electoral Area 'E'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 2,997	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Federal Grant in Lieu	-	-	-	-	-
Previous Year's Surplus	3	-	-	-	-
Total Revenue	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
EXPENDITURE					
Consultant Fees	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250
Previous Year's Deficit	-	-	-	-	-
Contingencies	750	750	750	750	750
Total Expenditure	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>



REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 140  
REGIONAL LIBRARY SERVICES - WEST END

Participants: Grand Forks, Electoral Areas 'C' & 'D'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 383,558	\$ 384,666	\$ 384,743	\$ 384,822	\$ 384,902
Federal Grant In Lieu	1,000	1,000	1,000	1,000	1,000
Previous Year's Surplus	1,032	-	-	-	-
Total Revenue	\$ 385,590	\$ 385,666	\$ 385,743	\$ 385,822	\$ 385,902
EXPENDITURE					
Board Fee	\$ 3,790	\$ 3,866	\$ 3,943	\$ 4,022	\$ 4,102
Operating Contracts	381,800	381,800	381,800	381,800	381,800
Previous Year's Deficit	-	-	-	-	-
Contingencies	-	-	-	-	-
Total Expenditure	\$ 385,590	\$ 385,666	\$ 385,743	\$ 385,822	\$ 385,902

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 141  
LIBRARY - SPECIFIED AREA 'E'

PARTICIPANT: Electoral Area 'E' Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Total Revenue	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>
EXPENDITURE					
Grants to Local Organizations	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Total Expenditure	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 145  
GREENWOOD, AREA 'E' CEMETERY SERVICE

PARTICIPANTS: City of Greenwood, Electoral Area 'E' - Specified Area

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 19,200	\$ 8,906	\$ 8,934	\$ 8,962	\$ 8,992
Federal Grant in Lieu	-	-	-	-	-
Revenue From Reserve	34,400	-	-	-	-
Previous Year's Surplus	2,278	-	-	-	-
Total Revenue	\$ 55,878	\$ 8,906	\$ 8,934	\$ 8,962	\$ 8,992
EXPENDITURE					
Board Fee	\$ 1,378	\$ 1,406	\$ 1,434	\$ 1,462	\$ 1,492
Operating Contracts	54,500	7,500	7,500	7,500	7,500
Contribution To Reserves	-	-	-	-	-
Contingencies	-	-	-	-	-
Total Expenditure	\$ 55,878	\$ 8,906	\$ 8,934	\$ 8,962	\$ 8,992

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 150  
CEMETERIES - EAST END

PARTICIPANTS: Rossland, Trail, Fruitvale, Warfield, Montrose,  
Electoral Areas 'A' & 'B'

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 470,176	\$ 441,233	\$ 404,974	\$ 401,234	\$ 394,111
Federal Grant In Lieu	1,000	1,000	1,000	1,000	1,000
Previous Year's Surplus	134	-	-	-	-
Transfer From Reserves	-	-	-	-	-
Total Revenue	\$ 471,310	\$ 442,233	\$ 405,974	\$ 402,234	\$ 395,111
EXPENDITURE					
Cemetery Contract Fruitvale	\$ 17,500	\$ 18,025	\$ 18,566	\$ 19,123	\$ 19,696
Board Fee	4,910	5,008	5,108	5,211	5,315
Cemetery Contract Rossland	13,000	13,000	11,000	11,000	11,500
Grant - Cemetery Capital	120,600	98,500	110,000	102,000	90,000
Cemetery Contract Trail	254,300	257,700	261,300	264,900	268,600
Contribution to Reserve	61,000	50,000	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 471,310	\$ 442,233	\$ 405,974	\$ 402,234	\$ 395,111

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 500					
BEAVER VALLEY WATER SUPPLY UTILITY					
PARTICIPANTS: Fruitvale, Specified Area 'A'					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Users Fees	\$ 327,914	\$ 338,260	\$ 338,260	\$ 338,260	\$ 338,260
Fire Hydrant Maintenance Fee	11,026	11,357	11,697	12,048	12,410
Miscellaneous Revenue	179,800	500	500	500	500
Federal Grant In Lieu	463	463	463	463	463
Parcel Tax Village of Fruitvale	340,200	340,200	340,200	340,200	340,200
Parcel Tax Electoral Area 'A'	137,250	137,250	137,250	137,250	137,250
Transfer from Reserves	-	-	-	-	-
Transfer from Capital Fund	-	-	-	-	-
Previous Year's Surplus	127,588	-	-	-	-
Total Revenue	\$ 1,124,241	\$ 828,030	\$ 828,371	\$ 828,722	\$ 829,083
EXPENDITURE					
Purification & Treatment	\$ 247,100	\$ 283,817	\$ 295,169	\$ 306,976	\$ 319,255
Operating Contracts	25,290	26,677	27,744	28,854	30,008
Transmission & Distribution	38,550	42,179	43,866	45,620	47,445
Pumping	27,455	30,359	31,574	32,837	34,150
Salaries & Benefits	45,900	47,277	49,168	51,135	53,180
Other Water Supply	16,800	19,570	20,353	21,167	22,014
Hydrant Maintenance	14,350	14,935	15,532	16,154	16,800
Billing & Collections	7,905	8,142	8,468	8,807	9,159
Telephone	2,958	3,017	3,078	3,139	3,202
Board Fee	25,026	25,527	26,037	26,558	27,089
Insurance	10,091	10,293	10,499	10,709	10,923
Office Supply	-	-	-	-	-
Water Licence	2,300	2,300	2,300	2,300	2,300
Utilities - Electricity	-	-	-	-	-
Vehicle Operating	-	-	-	-	-
Salaries & Benefits - Admin	10,976	11,196	11,420	11,648	11,881
Contingencies	14,250	14,250	14,250	14,250	14,250
Previous Year's Deficit	-	-	-	-	-
Debt Interest	60,000	51,600	21,600	-	-
Debt Principal	120,490	120,490	83,416	-	-
Capital/Amortization	324,300	40,000	40,000	40,000	40,000
Contribution to Reserve	130,500	76,402	123,898	208,570	187,428
Total Expenditure	\$ 1,124,241	\$ 828,030	\$ 828,371	\$ 828,722	\$ 829,083

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 550  
CHRISTINA LAKE WATER UTILITY

PARTICIPANTS: Christina Lake Waterworks District

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Requisition (Parcel Tax)	\$ -	\$ 205,000	\$ 205,000	\$ 205,000	\$ 205,000
User Fees - Water Toll	370,000	165,000	165,000	165,000	165,000
Fire Hydrant Agreement	-	-	-	-	-
Miscellaneous Income	23,000	8,000	8,000	8,000	8,000
Federal Grants	-	-	-	-	-
Provincial Water Grant	665,000	-	-	-	-
Transfer From Reserve	155,000	-	-	-	-
Capital Revenue	722,431	-	-	-	-
Previous Year's Surplus	545,362	-	-	-	-
Total Revenue	\$ 2,480,793	\$ 378,000	\$ 378,000	\$ 378,000	\$ 378,000
EXPENDITURE					
Board Fee	\$ 7,620	\$ 7,772	\$ 7,928	\$ 8,086	\$ 8,248
Insurance	15,000	15,300	15,606	15,918	16,236
Debt - Interest	109,784	22,000	22,000	22,000	22,000
Debt - Principal	729,728	64,000	64,000	64,000	64,000
Repairs & Maintenance	16,000	16,000	16,000	16,000	16,000
Utilities	16,000	16,320	16,646	16,979	17,319
Training & Development	4,500	4,500	4,500	4,500	4,500
Salaries & Benefits - Admin	17,500	17,850	18,207	18,571	18,943
Salaries & Benefits	59,312	60,098	60,900	61,718	62,553
Other Operating Expenses	35,100	15,402	15,710	16,024	16,345
Vehicle Operating	4,000	4,080	4,162	4,245	4,330
Small Tools	-	-	-	-	-
Capital	805,000	-	-	-	-
Contribution To Reserve	661,249	134,677	132,341	129,958	127,527
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 2,480,793	\$ 378,000	\$ 378,000	\$ 378,000	\$ 378,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY  
FIVE YEAR FINANCIAL PLAN  
EXHIBIT NO. 600  
COLUMBIA GARDENS WATER SUPPLY UTILITY

PARTICIPANTS: Fruitvale, Specified Area "A"

DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 19,752	\$ 37,135	\$ 40,885	\$ 41,452	\$ 42,031
Miscellaneous Income	7,500	2,500	-	-	-
Provincial Water Grant	-	-	-	-	-
Federal Grants	50	50	50	50	50
Fire Hydrant Agreement	1,819	1,819	1,819	1,819	1,819
Users Fees	3,150	3,150	3,150	3,150	3,150
Transfer From Reserve	10,000	-	-	-	-
Capital Revenue	-	-	-	-	-
Previous Year's Surplus	12,188	-	-	-	-
Total Revenue	\$ 54,459	\$ 44,654	\$ 45,904	\$ 46,471	\$ 47,050
EXPENDITURE					
Board Fee	\$ 2,139	\$ 2,182	\$ 2,225	\$ 2,270	\$ 2,315
Insurance	7,811	7,967	8,127	8,289	8,455
Repairs & Maintenance	11,022	11,242	11,467	11,696	11,930
Operating Contracts	15,500	15,500	15,500	15,500	15,500
Professional Fees	-	-	-	-	-
Utilities- Electricity	6,300	6,426	6,555	6,686	6,819
Other Operating Expenses	1,337	1,337	2,030	2,030	2,030
Capital	10,000	-	-	-	-
Contribution To Reserve	350	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 54,459	\$ 44,654	\$ 45,904	\$ 46,471	\$ 47,050

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 650					
RIVERVALE WATER & STREET LIGHTING UTILITY					
PARTICIPANTS: Rivervale Water Improvement District					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 0	\$ 568	\$ 580	\$ 591	\$ 603
User Fees - Water Toll	88,500	90,270	92,075	93,917	95,795
Fire Hydrant Agreement	682	696	710	724	738
Contract - Warfield Water	80,535	82,020	83,661	85,334	87,041
Miscellaneous Income	5,000	-	-	-	-
Federal Grants	-	-	-	-	-
Provincial Water Grant	85,617	-	-	-	-
Transfer From Reserve	15,668	-	-	-	-
Capital Revenue	-	-	-	-	-
Previous Year's Surplus	40,384	-	-	-	-
Total Revenue	\$ 316,387	\$ 173,554	\$ 177,026	\$ 180,566	\$ 184,177
EXPENDITURE					
Discounts	\$ 7,100	\$ 7,100	\$ 7,100	\$ 7,100	\$ 7,100
Board Fee	7,619	7,771	7,927	8,085	8,247
Insurance	755	770	786	801	817
Debt - Interest	-	-	-	-	-
Debt - Prinicipal	-	-	-	-	-
Vehicle Financing	7,431	7,431	7,431	7,431	7,431
Professional Fees	2,500	2,500	2,500	2,500	2,500
Repairs & Maintenance	16,900	17,000	17,100	17,200	22,967
Utilities- Electricity	1,400	1,428	1,457	1,486	1,515
Street Lighting	5,400	5,508	5,618	5,732	5,846
Salaries & Benefits - Admin	15,724	16,070	16,424	16,785	17,155
Salaries & Benefits - Rivervale	29,842	30,749	31,674	32,617	33,580
Salaries & Benefits - Warfield	63,060	64,322	65,608	66,920	68,259
Other Operating Expenses	8,000	4,804	5,249	5,702	500
Vehicle Operating	8,034	7,101	7,153	7,206	7,260
Small Tools	1,000	1,000	1,000	1,000	1,000
Capital	103,160	-	-	-	-
Contribution To Reserve	38,461	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 316,387	\$ 173,554	\$ 177,026	\$ 180,566	\$ 184,177



REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 700					
EAST END REGIONALIZED SEWER UTILITY					
PARTICIPANTS: Trail, Rossland, Warfield					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 1,539,827	\$ 1,863,746	\$ 2,138,474	\$ 1,817,869	\$ 1,834,585
Contingencies	35,100	20,400	20,706	21,017	21,332
Space Rental	-	-	-	-	-
Federal Grant In Lieu	4,000	4,000	4,000	4,000	4,000
Towns For Tomorrow Grant	1,304,760	-	-	-	-
PEP Grants / EMBC Progran	-	-	-	-	-
Transfer From Reserve Fund	408,558	163,000	163,000	-	-
Transfer from Oasis/Rivervale	15,782	16,255	16,743	17,245	17,763
Contribution from Capital Fund	-	-	-	-	-
Previous Year's Surplus	404,277	-	-	-	-
Total Revenue	\$ 3,712,304	\$ 2,067,401	\$ 2,342,923	\$ 1,860,131	\$ 1,877,679
EXPENDITURE					
Salaries & Benefits WWTP Admin	\$ 93,154	\$ 94,306	\$ 96,192	\$ 98,116	\$ 100,079
Administration Vehicle Operations	7,700	7,720	7,740	7,761	7,782
Board Fee	45,476	46,386	47,313	48,259	49,225
Training & Development	18,500	18,500	18,500	18,500	18,500
Building Insurance	13,371	17,208	17,553	17,904	18,262
Consultant fees	25,000	25,000	25,000	25,000	25,000
Other Administrative Costs	38,266	8,000	10,150	10,150	10,150
Land Leases	-	-	-	-	-
Capital/Amortization	1,902,000	345,000	600,000	100,000	100,000
Equipment Replacement	-	-	-	-	-
Contribution To Reserve	115,100	100,000	100,000	100,000	100,000
Debt- Interest	216,602	187,200	187,200	187,200	187,200
Debt- Principal	235,661	184,854	184,854	184,854	184,854
Provincial Emergency Program	15,000	15,000	15,000	15,000	15,000
Lift Station Labour	26,352	35,838	36,555	37,286	38,032
Collection System Labour	6,324	13,439	13,708	13,982	14,262
R&M - Collections	35,000	35,000	35,000	35,000	35,000
Collection Line Flow Metering	43,000	43,500	44,010	44,530	45,061
Utilities - Glenmerry Lft Stn	35,000	35,700	36,414	37,142	37,885
R&M - Glenmerry Lift Stn	35,000	35,000	35,000	35,000	35,000
Utilities - Murray Park Lift Stn	40,000	40,800	41,616	42,448	43,297
R&M - Murray Park Lift Stn	35,000	35,000	35,000	35,000	35,000
Utilities - Sunningdale Lift Stn	-	-	-	-	-
R&M - Sunningdale Lift Stn	-	-	-	-	-
Utilities - Robertson Lift Stn	-	-	-	-	-
R&M - Robertson Lift Stn	-	-	-	-	-
Labour - Sewer Treatment Plant	290,063	290,127	295,841	301,666	307,606
Small Tools	5,000	5,000	5,000	5,000	5,000
Operations	130,000	132,000	134,040	136,121	138,243
Digestion / Methane Collection	22,500	23,000	23,000	23,000	23,000
Chlorine / Disinfection	56,000	56,000	57,000	57,000	57,000
Solids Handling	56,900	58,600	59,100	59,100	59,100
Lab Testing	28,420	28,848	29,285	29,731	30,186
Disposal Permit	18,000	18,360	18,727	19,102	19,484
Vehicle Operating RDKB	16,315	24,322	24,808	25,305	25,811
Telephone	12,000	12,000	12,000	12,000	12,000
Building HVAC	1,500	1,500	1,500	1,500	1,500
Other Supplies	13,000	13,000	13,000	13,000	13,000
Utilities - Water/Sewer	600	612	624	637	649
Utilities - Electricity	56,000	57,120	58,262	59,428	60,616
Utilities - Natural Gas	20,000	20,400	20,808	21,224	21,649
Refuse Collection	1,500	-	-	-	-
Grounds Maintenance	3,000	3,060	3,121	3,184	3,247
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 3,712,304	\$ 2,067,401	\$ 2,342,923	\$ 1,860,131	\$ 1,877,679

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 700-101					
EAST END REGIONALIZED SEWER UTILITY					
PARTICIPANTS: Trail					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 11,356	\$ -	\$ -	\$ -	\$ -
Contingencies	-	-	-	-	-
Federal Grant In Lieu	-	-	-	-	-
Grants Programs	-	-	-	-	-
Transfer From Reserve Fund	-	-	-	-	-
Contribution from Capital Fund	-	-	-	-	-
Previous Year's Surplus	35,588	-	-	-	-
Total Revenue	\$ 46,945	\$ -	\$ -	\$ -	\$ -
EXPENDITURE					
GENERAL ADMINISTRATION					
Building Insurance	\$ 1,500	\$ -	\$ -	\$ -	\$ -
Consultant fees	-	-	-	-	-
Land Leases	-	-	-	-	-
Capital/Amortization	-	-	-	-	-
Equipment Replacement	5,000	-	-	-	-
Contribution To Reserve	-	-	-	-	-
Debt- Interest	-	-	-	-	-
Debt- Principal	-	-	-	-	-
Provincial Emergency Program	-	-	-	-	-
Lift Station Labour	8,784	-	-	-	-
Collection System Labour	2,460	-	-	-	-
R&M - Collections	1,000	-	-	-	-
Utilities - Sunningdale Lift Stn	1,710	-	-	-	-
R&M - Sunningdale Lift Stn	7,500	-	-	-	-
Utilities - Robertson Lift Stn	3,193	-	-	-	-
R&M - Robertson Lift Stn	7,500	-	-	-	-
Small Tools	-	-	-	-	-
Vehicle Operating RDKB	6,298	-	-	-	-
Other Supplies	1,000	-	-	-	-
Utilities - Water/Sewer	-	-	-	-	-
Grounds Maintenance	1,000	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 46,945	\$ -	\$ -	\$ -	\$ -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 700-102					
EAST END REGIONALIZED SEWER UTILITY					
PARTICIPANTS: Rossland					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 7,532	\$ -	\$ -	\$ -	\$ -
Contingencies	-	-	-	-	-
Federal Grant In Lieu	-	-	-	-	-
Grants Program	-	-	-	-	-
Transfer From Reserve Fund	-	-	-	-	-
Contribution from Capital Fund	-	-	-	-	-
Previous Year's Surplus	6,870	-	-	-	-
Total Revenue	\$ 14,402	\$ -	\$ -	\$ -	\$ -
EXPENDITURE					
GENERAL					
Property Insurance	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Consultant fees	-	-	-	-	-
Land Leases	-	-	-	-	-
Capital/Amortization	-	-	-	-	-
Contribution To Reserve	-	-	-	-	-
Debt- Interest	-	-	-	-	-
Debt- Principal	-	-	-	-	-
Provincial Emergency Program	-	-	-	-	-
Collection System Labour	4,392	-	-	-	-
R&M - Collections	6,500	-	-	-	-
Vehicle Operating RDKB	1,260	-	-	-	-
Other Supplies	1,250	-	-	-	-
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 14,402	\$ -	\$ -	\$ -	\$ -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 700-103					
EAST END REGIONALIZED SEWER UTILITY					
PARTICIPANTS: Rossland & Warfield					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 11,351	\$ 10,241	\$ 10,396	\$ 10,554	\$ 10,715
Contingencies	-	-	-	-	-
Federal Grant In Lieu	-	-	-	-	-
Grant Programs	-	-	-	-	-
Transfer From Reserve Fund	-	-	-	-	-
Contribution from Capital Fund	-	-	-	-	-
Previous Year's Surplus	-	-	-	-	-
Total Revenue	\$ 11,351	\$ 10,241	\$ 10,396	\$ 10,554	\$ 10,715
EXPENDITURE					
GENERAL					
Property Insurance	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Consultant fees	-	-	-	-	-
Land Leases	-	-	-	-	-
Capital/Amortization	-	-	-	-	-
Contribution To Reserve	-	-	-	-	-
Debt- Interest	-	-	-	-	-
Debt- Principal	-	-	-	-	-
Provincial Emergency Program	-	-	-	-	-
Collection System Labour	4,392	4,480	4,569	4,661	4,754
R&M - Collections	2,500	2,500	2,500	2,500	2,500
Vehicle Operating RDKB	1,260	1,285	1,311	1,337	1,364
Other Supplies	1,938	1,977	2,016	2,057	2,098
Previous Year's Deficit	261	-	-	-	-
Total Expenditure	\$ 11,351	\$ 10,241	\$ 10,396	\$ 10,554	\$ 10,715

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 800					
OASIS-RIVERVALE SEWER UTILITY					
PARTICIPANTS: Oasis/Rivervale Sewer Specified Area					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
r Columbia/Old Glory Parcel Tax	\$ 30,534	\$ 29,075	\$ 30,421	\$ 31,286	\$ 32,169
Users Fees	30,144	30,144	30,144	30,144	30,144
Penalty Revenue	366	374	381	389	396
Sewage Facil. Assist Grant	-	-	-	-	-
Miscellaneous Income	174,300	85,000	-	-	-
Transfer From Reserve	40,700	-	-	-	-
Previous Year's Surplus	13,958	-	-	-	-
Sewer Capital Revenue Fund	-	-	-	-	-
Total Revenue	\$ 290,002	\$ 144,593	\$ 60,946	\$ 61,819	\$ 62,710
EXPENDITURE					
Consultant Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Discounts	2,500	2,563	2,601	2,640	2,680
Board Fee	5,073	5,174	5,278	5,384	5,491
Property Insurance	1,282	1,308	1,334	1,360	1,388
Contribution to Reserve	16,769	-	-	-	-
Capital/Amortization	215,000	85,000	-	-	-
Debt - Interest	-	-	-	-	-
Debt - Principal	-	-	-	-	-
Labour - Callouts	8,925	9,104	9,286	9,471	9,661
Collection Line	3,300	3,300	3,300	3,300	3,300
Telemetry	1,500	1,500	1,500	1,500	1,500
Utilities - Electricity	5,871	6,047	6,229	6,415	6,608
Pumping Station R&M	14,000	14,500	15,000	15,000	15,000
eatment and Disposal (Transfer)	15,782	16,098	16,420	16,748	17,083
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 290,002	\$ 144,593	\$ 60,946	\$ 61,819	\$ 62,710

REGIONAL DISTRICT OF KOOTENAY BOUNDARY					
FIVE YEAR FINANCIAL PLAN					
EXHIBIT NO. 900					
EAST END TRANSIT					
PARTICIPANTS: Rossland, Trail, Fruitvale, Montrose, Warfield, Electoral Areas "A" & "B"					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 1,158,311	\$ 1,356,911	\$ 1,391,785	\$ 1,427,355	\$ 1,463,636
Miscellaneous Revenue	510	523	531	539	547
IHA Fee For Service Contract	87,208	87,208	87,208	87,208	87,208
Farebox Revenue	298,940	299,231	299,231	299,231	299,231
Federal Grant In Lieu	2,500	2,500	2,500	2,500	2,500
Previous Year's Surplus	43,895	-	-	-	-
Transfer From Reserves	134,000	-	-	-	-
Total Revenue	\$ 1,725,364	\$ 1,746,373	\$ 1,781,254	\$ 1,816,832	\$ 1,853,121
EXPENDITURE					
Board Fee	\$ 49,381	\$ 50,369	\$ 51,376	\$ 52,404	\$ 53,452
Utilities - Electricity	1,346	1,505	1,535	1,566	1,597
Contribution to Reserves	-	-	-	-	-
Operating Contracts	1,665,620	1,685,257	1,718,962	1,753,341	1,788,408
Contingencies	9,017	9,242	9,381	9,522	9,665
Previous Year's Deficit	-	-	-	-	-
Total Expenditure	\$ 1,725,364	\$ 1,746,373	\$ 1,781,254	\$ 1,816,832	\$ 1,853,121

REGIONAL DISTRICT OF KOOTENAY BOUNDARY FIVE YEAR FINANCIAL PLAN EXHIBIT NO. 950 WEST END TRANSIT					
PARTICIPANTS: Grand Forks, Greenwood, Area 'D', and Electoral Area 'E' Specified Area.					
DESCRIPTION	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET
REVENUE					
Property Tax Requisition	\$ 40,000	\$ 71,520	\$ 80,096	\$ 89,575	\$ 100,050
Farebox Revenue	9,738	9,738	9,738	9,738	9,738
Federal Grant In Lieu	100	100	100	100	100
Previous Year's Surplus	-	-	-	-	-
Transfer From Reserves	22,935	-	-	-	-
Miscellaneous Revenue	13,560	-	-	-	-
Total Revenue	\$ 86,333	\$ 81,358	\$ 89,934	\$ 99,413	\$ 109,888
EXPENDITURE					
Board Fee	\$ 1,480	\$ 1,510	\$ 1,540	\$ 1,571	\$ 1,602
Contribution to Reserves	-	-	-	-	-
Operating Contracts	80,989	79,848	88,394	97,842	108,286
Previous Year's Deficit	3,864	-	-	-	-
Contingencies	-	-	-	-	-
Total Expenditure	\$ 86,333	\$ 81,358	\$ 89,934	\$ 99,413	\$ 109,888



## Federal/ Provincial Gas Tax Funding Application

Application Date Feb 15, 2017

Project Title Electrical Upgrade - Beaver Valley Family Park

Applicant Contact Information:

Name of Organization	Beaver Valley Recreation Committee		
Address	1777 Green Rd, Fruitvale, BC.		
Phone No.	364-3000	Fax No.	
Email Address	mdaines@rdkb.com		

Director(s) in Support Of Project Grieve, Danchuk, Cecchini Area A

Amount Required \$ 10,000.00

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)?

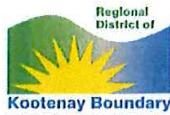
- ☒ Yes (include copies of permits)
- ☐ No

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	DL 1236, PLAN 14266, Part of Sublot 13, Plan X 67(1)

202-843 Rossland Ave Trail, British Columbia Canada V1R4S3  
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:**

1. Upgrade of Electrical hookups from 15 AMP Service to 30 AMP Service at 5 campsites and upgrade of electrical power to gazebo from 30 AMP TO 50 AMP.

2. Budget: \$20,000.00

- includes hardware, mini excavator,
- labour is in house e.w/c.



#### 1.1 Project Impact:

By increasing the number of campsites from 15 amp to 30 amp will allow for a greater number of RV's to use our facility as they will have an ability to run multiple appliances without blowing breakers.

By increasing the amperage in the Gazebo will allow bands to play at special events without the inconvenience of blowing breakers.



#### 1.2 Project Outcomes:

The final outcomes we expect from the upgrade is an increase in tourism traffic and an increase in local use for special events such as weddings, family reunions, and festivals.

### 1.3 Project Team and Qualifications:

Mark Daires - Manager of Facilities & Recreation.  
Dawn Vancongnett - Carpenter.  
Kelvin Bezair - Electrician

## 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 (\$)
Electrical Hardware	Wire, Breaker Panels, Plugs.	\$12,000. <sup>00</sup>
Mini Back Hoe	Rental from B's Rentals.	\$5,000. <sup>00</sup>
Miscellaneous		\$3,000. <sup>00</sup>
Labour	In House e n/c	0
Total		\$ 20,000. <sup>00</sup>

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](mailto:admin@rdkb.com) · web: [rdkb.com](http://rdkb.com)

## Additional Budget Information

\$10,000.00 in matching funds has been approved by the BVR Committee in the Parks & Trails Budget 019,2017.

## 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

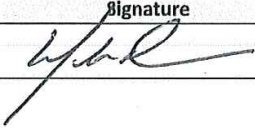
## Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- ☒ 75% upon signing of the Contract Agreement;
- ☒ 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 ~~1~~ years) is to be submitted to the RDKB prior to ~~October 31st~~ 1<sup>st</sup> of each year detailing the ~~the project's progress and financial information~~

Signature	Name	Date
	Mark Daines	Feb 15, 2017

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