

Regular Meeting of the Board of Directors

Thursday, April 20, 2017 6:00 pm

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

FINAL AGENDA

1. Call to Order

2. <u>Consideration of the Agenda (Additions/Deletions)</u>

2a) The agenda for the April 20, 2017 meeting of the Regional District of Kootenay Boundary Board of Directors is presented.

Move items forward on the agenda if necessary.

Recommendation: Corporate Vote Unweighted

That the agenda for the Regional District of Kootenay Boundary Board of Directors meeting of April 20, 2017 be adopted as presented.

3. Minutes

3a) The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held March 21, 2017 are presented.

Recommendation: Corporate Vote Unweighted

That the minutes of the RDKB Board of Directors meeting held March 21, 2017 be adopted presented.

Minutes-Regular Meeting of the Board of Directors-21 Mar 2017-BOARD-April 20-Pdf

4. <u>2016 Audited Financial Statements</u>

4a) **Don Catalano, CGA, Grant Thornton Inc.**

Mr. Catalano will be in attendance at the Board meeting to present the Financial Statements.

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the 2016 Audited Financial Statements for the Year Ended December 31, 2016.

<u>Financial Statements-RDKB 2016-BOARD-April 20</u> <u>Financial Statements-APRIL 18-Pages Changed from April 13 File-BOARD-April 20</u> Financial Statements-APRIL 18-Draft-BOARD-April 20

5. <u>Delegation(s)</u>

5a) Brian Simpson, ILMA Fibre Access
Ken Kalesnikoff, CEO/President, Kalesnikoff Lumber
Atco: Scott Weatherford, CEO and Mark Semeniuk, COO
Vaagen Bros Lumber, Midway Operations Representative - TBA
John Dooley, ILMA Local Government Relations

Update: ILMA Progress and Fibre Access (Right to Log to the Right Mill)

<u>Delegation-ILMA-BOARD-April 20</u>

<u>Delegation-ILMA Solutions Document</u>

5b) Peter Spencer, Property Dynamics BC
Peter Muirhead, Land Development Solutions Ltd.
Representing Sandco Industries - Proposed Subdivision-Christina Lake

<u>Delegation-Sandco Industries Ltd.-Proposed Subdivision Christina Lake-BOARD-April</u> 20

10k) Electoral Area Services Committee-April 13
Director Worley, Chair/Director Gee, Vice-Chair

Section 510-Dedication of Park Land Electoral Area C/Christina Lake

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports dedication of park land rather than cash in lieu to satisfy Section 510 (Requirement for provision of park land or payment for parks purposes) in order to fulfill the public's interest for a landing for a footbridge and access to water along Christina Creek regarding the referral from the Ministry of Transportation and Infrastructure for a bare land subdivision of the remainder of Lot 1, District Lots 317, and 498, 4243, Plan KAP80157 Electoral Area 'C'/Christina Lake. **FURTHER** that the Approving Officer consider requiring

dedication of land adjoining Christina Creek pursuant to Section 9 of the Bare Land Strata Regulations and extension of Sandner Road to Christina Creek to provide public access to water. **FURTHER** that the Approving Officer consider the requirement of an Environmental Assessment of the subject property.

Staff Report-Sandco-Bare Land Strata-Section 510-EASA April 13-BOARD-April 2017

10I) Electoral Area Services Committee-April 13 Director Worley, Chair/Director Gee, Vice-Chair

Statutory Right of Way-Electoral Area C/Christina Lake

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct staff to work with MoTI regarding the establishment of a Statutory Right of Way to secure a footbridge landing on the portion of the subject parcel as noted within the Official Community Plan regarding the referral from the Ministry of Transportation and Infrastructure for a conventional subdivision on 24 Park Road, Christina Lake (Lot 1, District Lots 317, and 498, 4243, Plan KAP80157) and 47 Sandner Road, Christina Lake (Parcel A (being a consolidation of lots 45 and 6 LB378272), District Lot 317 Plan KAP 50), Electoral Area 'C'/Christina Lake.

Staff Report-Sandco-Conventional-Stat Right of Way-EAS April 13-BOARD-April 20

12f) K. Gobeil- Exclusion from the Agricultural Land Reserve Ponderosa Estates-Electoral Area C/Christina Lake

A staff report from Ken Gobeil, Planner regarding an application from Ponderosa Estates Ltd. to remove lands located in Christina Lake from the Agricultural Land Reserve is presented

Recommendation: Corporate Vote Unweighted

That the application for removal from the Agricultural Land Reserve of Lot 35 District Lots 312 & 348 SDYD Plan 29935 Except Plan 39263 be forwarded to the Agricultural Land Commission with a recommendation of non-support.

Staff Report-Ponderosa ALC Excl-Board-April 20 2017

6. <u>Unfinished Business</u>

6a) **Memorandum of Board Resolutions Ending March 31, 2017** The Memorandum of Board Resolutions ending March 31, 2017 is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Memorandum of Board Resolutions ending March 31, 2017 be received.

Memorandum of Board Resolutions-Ending March 31, 2017-BOARD-April 20, 2017

7. **Communications**

7a) T. Lenardon-Results of Special Voting Regulation Zoning Amendment Bylaw 1624-Christina Lake

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding the results of a vote, via the Regional District Special Voting Regulation, for reconsideration and adoption of RDKB Zoning Amendment Bylaw No. 1624 is presented.

Recommendation: Corporate Vote Unweighted

That the staff report from Theresa Lenardon, Manager of Corporate Administration regarding the results of a Regional District Special Voting Regulation vote for reconsideration and adoption of RDKB Zoning Amendment Bylaw No. 1624 be received.

Staff Report-Special Voting Reg-RDKB Bylaw 1624-BOARD-April 20 - Pdf

8. Communications (Information Only)

8a) Ministry of Forests, Lands and Natural Resource Operations-April 3/17

Japanese Canadian Historic Places Project

MFLNRO-Japanese Canadian Historic Place Project-BOARD-April 20

8b) **District of Coldstream-E-Mail March 29/17 Update on the Provincial Moorage Program**

<u>District of Coldstream-Update from March-Provincial Private Moorage Pgrm-SILGA-BOARD-April 20</u>

Recommendation: Corporate Vote Unweighted

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

9. Reports

9a) Kootenay Boundary Animal Control Monthly Activity Report-March 2017

03-2017 Weekly summary

Recommendation: Corporate Vote Unweighted

That the Kootenay Boundary Animal Control Monthly Activity Report for March 2017 be received.

9b) Interim Schedule of Accounts Ending March 31, 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 March 31, 2017 as follows:

Cheque Nos. 56938-00075 0033 \$1,587,079.02 Payroll 613,253.94 **TOTAL** March Expenditures \$2,200,332.96

Interim Schedule of Accounts-Ending March 31 2017-BOARD-April 20

9c) Adopted RDKB Committee Minutes-March 2017

Recommendation: Corporate Vote Unweighted

That the following Committee minutes for meetings that were held in March 2017 and which were adopted by the respective Committees at meetings held during April 2017 be received:

East End Services Committee (March 14), Electoral Area Services Committee (March 16) and Policy, Executive and Personnel Committee (March 21).

<u>Minutes-EEServices-14 Mar 2017-EEServices-April 11-BOARD-April 20Pdf</u> <u>Minutes-Electoral Area Services 16 Mar</u> Policy, Executive and Personnel Committee - 21 Mar 2017 - Minutes - Pdf

9d) Adopted RDKB Recreation Commission Minutes Electoral Area C/Christina Lake-March 8, 2017

Recommendation: Corporate Vote Unweighted

That the minutes of the Electoral Area C/Christina Lake Recreation Commission meeting held March 8, 2017 be received.

<u>Minutes - Electoral Area C Parks & Recreation - March 8, 2017 - Board - April 20, 2017</u>

9e) **Draft Electoral Area Advisory Planning Commission Minutes April 2017**

Recommendation: Corporate Vote Unweighted

That the following draft minutes of the Electoral Area Advisory Planning Commission meetings that were held April 3 and 4, 2017 be received:

Electoral Area C/Christina Lake (April 4), Electoral Area D/Rural Grand Forks (April 4), Electoral Area E/West Boundary (April 3), and Electoral Area E/West Boundary (Big White) (April 4).

Minutes-APC-April 4-Christina Lake-Board-April 20 2017

Minutes-APC-April 4-Rural Grand Forks-Board-April 20 2017

Minutes-APC-April 3-West Boundary-Board-April 20 2017

Minutes-APC-April 4-Big White-Board-April 20 2017

9f) Public Hearing Minutes-April 12, 2017 Bylaw No. 1634 - Amending Electoral Area D/Rural Grand Forks Zoning Bylaw

Recommendation: Corporate Vote Unweighted

That the minutes of the Public Hearing for RDKB Zoning Amendment Bylaw No. 1634, 2017 be received.

Minutes-Public Hearing Bylaw 1634-BOARD-April 20

9g) J. M. MacLean-RDKB Quarterly Report

The RDKB Quarterly Report for the first quarter of 2017 is presented.

Recommendation: Corporate Vote Unweighted

That the RDKB Quarterly report for the first quarter of 2017 be received. Quarterly Report - First Quarter 2017 - Final

10. Monthly Committee Recommendations to Board of Directors

RDKB Committee recommendations as adopted by the RDKB Committees at meetings held during March and April 2017 are presented for consideration.

10a) Policy, Executive and Personnel Committee-March 21/17 Director Gee, Chair/Director Martin, Vice-Chair

Fire Department Service Level Policy

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Fire Department Service Level Policy as recommended by the Policy, Executive and Personnel Committee on March 21, 2017. **FURTHER** that the Policy be distributed accordingly.

RDKB FD Service Level Policy-PEP Approved-BOARD- April 20 2017 Staff Report-COW June 2016-Fire Dept Service Level Policy-BOARD-April 20 2017 Pdf

10b) Policy, Executive and Personnel Committee-March 21, 2017 Director Gee, Chair/Director Martin, Vice-Chair

Correspondence Policy

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Correspondence Policy as recommended by the Policy, Executive and Personnel Committee on March 21, 2017. **FURTHER** that the Policy be distributed accordingly.

<u>Staff Report-Correspondence Policy-PEP-21 March 2017-BOARD-April 20</u> <u>Correspondence Policy-PEP Approved-BOARD- April 20, 2017</u>

10c) Policy, Executive and Personnel Committee - April 12/17 Director Gee, Chair/Director Martin, Vice-Chair

Purchasing Policy and Procedure

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Purchasing Policy and Procedure as recommended by the Policy, Executive and Personnel Committee on April 12, 2017.

FURTHER that the Policy be distributed accordingly.

<u>Staff Report-Purchasing Policy and Procedure-April 11-BOARD-April 20 - Pdf Purchasing Policy-PEP Approve April 12-BOARD-April 20 Purchasing Procedure-PEP Approve April 12-BOARD-April 20 </u>

10d) East End Services Committee - April 11/17 Director Grieve, Chair/Director Cecchini, Vice-Chair

Fire Protection and Assistance Response Agreement-RDCK

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Fire Protection and Assistance Response Agreement with the Regional District of Central Kootenay for the delivery of fire protection services to a portion of Regional District of Central Kootenay Electoral Areas G and J (Hudu Valley/Ross Spur) for a term of five years

(January 1, 2017-December 31, 2021) with Central Kootenay to pay Kootenay Boundary an annual sum equal to the product of applying against assessments the same rates that are applied for the fire protection function in RDKB Electoral Area 'A'. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

Agreement-Fire Protect Assistance-RDCK-EES Committee-April 11-BOARD-April 20

<u>Staff Report-RDCK Fire Protection Assistance Response-EES-April 11 -BOARD-April 20 Pdf</u>

10e) East End Services Committee-April 11/17
Director Grieve, Chair/Director Cecchini, Vice-Chair

Trail and District Arts Council (TDAC) Box Office Agreement

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Charles Bailey Theatre Box Office Operation Contract and Service Agreement with the Trail and District Arts Council for its management of the Charles Bailey Theatre Box Office located in the Greater Trail Community and Arts Centre for a term of two years (January 1, 2017 to December 31, 2018) at an annual cost of \$23,000 payable to the Arts Council payable in two equal installments to the Arts Council on January 1 and August 1 of each year. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

Staff Report-TDAC Contract-Box Office-EES-April 11-BOARD-April 20- Pdf

10f) Electoral Area Services Committee-April 13/17
Director Worley, Chair/Director Gee, Vice-Chair

Gas Tax Application-Rossland Historical Museum and Archives Association

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Rossland Historical Museum and Archives Association and the allocation of Gas Tax funding in the amount of \$25,000 for the capital costs associated with improvements at the Rossland Museum. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement. Gas Tax-Rossland Museum-Application-EAS April 13-BOARD-April 20

10g) Electoral Area Services Committee-April 13/17 Director Worley, Chair/Director Gee, Vice-Chair

Gas Tax Application-Village of Fruitvale-Fruitvale RV Park

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Village of Fruitvale and the allocation of Gas Tax funding in the amount of \$70,000 for the capital costs associated with improvements at the Fruitvale RV Park. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement.

Gas Tax-Fruitvale RV Park-EAS April 13-BOARD-April 20

10h) Electoral Area Services Committee-April 13 Director Worley, Chair/Director Gee, Vice-Chair

Ground Water Licencing Notices

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors send a letter to the Ministry of Forests, Lands and Natural Resource Operations – Water Management Branch, requesting Ground Water Licensing notices be sent to property owners via BC Assessment Tax Notices.

10i) Electoral Area Services Committee-April 13
Director Worley, Chair/Director Gee, Vice-Chair

Building Permit Fee Waiver-Mountain Sky Properties Inc. (Big White)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That Regional District of Kootenay Boundary Board of Directors consider the request submitted by Dennis Skuter of Mountain Sky Properties Inc. to credit the \$25,210 fee submitted in 2012, in relation to a building permit for the final phase of the Stone Gate building, to his 2016 building permit application for the same project.

- D. Skuter-Building Permit Fee Waiver-EAS April 13-BOARD-April 20-Pdf
 - 10j) Electoral Area Services Committee-April 13
 Director Worley, Chair/Director Gee, Vice-Chair

Development Variance Permit-Electoral Area C/Christina Lake

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Development Variance Permit application submitted by Lawrence Waite, to allow for an accessory building height variance of 2.3m (from 4.6m to 6.9m) and a front yard setback variance of 2.7m (7.5m to 4.8m) to construct an accessory building on the property legally described as Lot 1, DL 317, SDYD, Plan KAP90475, Electoral Area 'C'/Christina Lake.

Staff Report-Waite-DVP-Board-April 20 2017

***Item 10k) moved to front of agenda to Item 5b)-Delegation

***Item 10l) moved to front of agenda as Item 5b)-Delegation

10m) Electoral Area Services Committee-April 13 **Director Worley, Chair/Director Gee, Vice-Chair**

Section 510-Dedication of Park Land Electoral Area E/West Boundary (Big White)

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors supports dedication of cash in lieu rather than park land to satisfy Section 510 (Requirement for provision of park land or payment for parks purposes), regarding the referral from the Ministry of Transportation and Infrastructure for a bare land strata subdivision on 40 High Forest Crescent, Big White, Block A, District Lot 4247, Land District 54 Big White, Electoral Area 'E'.

Staff Report-High Forest board-April 20 2017

11. **Board Appointments Updates**

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

12. New Business

12a) T. Lenardon-Changes to Scheduling of May Board Meeting

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding changes to the date and location of the May 2017 Board meeting is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves changing the location of the May 2017 Board meeting from Trail, BC to Grand Forks, BC. **FURTHER** that the Board also approves changing the date and time of the May 2017 Board meeting from 6:00 p.m., Thursday, May 25, 2017 to 4:30 p.m., Wednesday, May 24, 2017. Staff Report-Changes to May Board Meeting-BOARD-April 20 - Pdf

12b) Federation of Canadian Municipalities (FCM) Legal Defense Fund Supporting Legal Defenses in Important National Court Cases

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves disbursement of \$751.98 from the General Government Services Legal Fees account for the Federation of Canadian Municipalities Legal Defense Fund.

FCM-Legal Defense Fund Disbursement-BOARD-April 20

12c) M. Andison-Building Bylaw Contravention

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

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* against the property legally described as Strata Lot 129, D.L. 100S, SDYD, Strata Plan KAS1840.

Staff Report-Bylaw Contravention Cook-Board-April 20, 2017 - Pdf

12d) M. Andison-Building Bylaw Contravention

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

301 Courtesy Road, Genelle, B.C.

Electoral Area 'B' / Lower Columbia-Old Glory

Parcel Identifier: 009-248-633

That part of Parcel A (See 16120I) District Lot 2404 Kootenay District lying to the Northwest of the Right of Way shown on Plan 6600 except (1) part included in Plan RW 12 and (2) parts included in Plans 15693, NEP22379 and Plan NEP23103

Owners: Hendrik Ravestein and Johannes Smienk

Recommendation: Stakeholder Vote (Electoral Area Directors) Unweighted

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the *Local Government Act* and Section 58 of the *Community Charter* against the property legally described as that part of Parcel A (See 16120I) District Lot 2404 Kootenay District lying to the Northwest of the Right of Way shown on Plan 6600 except (1) part included in Plan RW 12 and (2) parts included in Plans 15693, NEP22379 and Plan NEP23103.

<u>Staff Report-Cancellation Bylaw Contravention Ravestein+Smienk-Board-April 20, 2017 - Pdf</u>

12e) C. Rimell-Interfor Forest Stewardship Plan Draft Electoral Areas C-E Including Big White

A staff report from Carly Rimell, Senior Planner regarding a the Interfor Forest Stewardship Plan Draft is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors advise staff to forward this staff report 'Interfor Forest Stewardship Plan Draft 2017-2022' along with the Electoral Area 'C'/Christina Lake,

Electoral Area 'D'/Rural Grand Forks, Electoral Area 'E'/ West Boundary, and Electoral Area 'E'/ West Boundary - Big White Advisory Planning Commission minutes for consideration and that the Interfor Forest Stewardship Plan Draft 2017-2022, be received.

Staff Report_Interfor_FSP_Board-April 20 2017

****Item 12f) moved to front of agenda as Item 5b)-Delegation

12g) C. Rimell-Liquor Control Licencing Branch Application Sessions Taphouse and Grill-Big White Ski Resort (Electoral Area E)

A staff report from Carly Rimell regarding an application for a permanent change to Sessions Taphouse and Grill liquor licenses is presented.

Recommendation: Corporate Vote Unweighted

Be it resolved that:

1. The RDKB Board of Directors has considered the following:

The application submitted by the numbered company 0985028 BC Ltd., dba Sessions Taphouse and Grill located on the main floor of the Snow Ghost Inn, a three storey building located at 20 Kettle View Road at Big White Ski Resort, in Electoral Area 'E'/ West Boundary of the Regional District of Kootenay Boundary. The Snow Ghost Inn is a mixed use building with 49 residential units and 2 commercial units. The applicant owns the commercial units.

The owner has made an application to the Liquor Control Licensing Branch (LCLB) to cancel their food primary liquor license and amend their liquor primary liquor license (Liquor Primary License No. 121017) to apply to the entire establishment. The amendment would result in the capacity of the liquor primary license increasing from 154 to 575. The hours of operation are 11am to 1am Monday to Sunday.

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 owner regarding this application, none of these community members supported the permit amendment application.

1. The Board does not recommend the approval of the liquor license change for Sessions Taphouse and Grill for the following reasons:

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.

2017-03-06-LCLB Sessions Board April 20 Background-LCLB Sessions-Board-April 20

12h) T. Sprado-Application for Gas Tax Funding Pedestrian Bridge Across Christina Creek

A staff report from Tom Sprado, Manager of Facilities and Recreation (Grand Forks and District Recreation) regarding an application for Gas Tax funds for the proposed Christina Creek Pedestrian Bridge is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Board of Directors approves the Regional District's application to the UBCM Gas Tax Program Services Strategic Priorities Fund, in the amount of \$1,628,000, for the construction of a pedestrian bridge across Christina Creek at Christina Lake.

Staff Report - Request For Decision UBCM SPF Grant Application April 12, 2017

12i) J. M. MacLean-2015-2018 Strategic Plan

A Staff Report from J. M. MacLean regarding the 2015-2018 Strategic Plan is presented.

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary 2015 - 2018 Strategic Plan be formally adopted.

Staff Report - Board - 2015 - 2018 Strat Plan - April 2017 - Pdf

12j) Gas Tax Application-Beaverdell Community Club & Recreation Commission

Recommendation: Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Gas Tax application submitted by the Beaverdell Community Club and Recreation Commission and the allocation of Gas Tax funding in the amount of \$9,571.86 for the costs associated with replacing the bleachers at the Beaverdell Ball Park. **FURTHER** that the Board approves the RDKB signatories to sign and enter into the agreement.

Gas Tax-Beaverdell Rec Commission-EAS April 13-BOARD-April 20

12k) Grant in Aid

Recommendation: Stakeholder Vote (Electoral Area Directors) Weighted

That the following Grants in Aid applications be approved:

- 1. BV Avalanch Hockey Club-Electoral Area A-\$1,000
- 2. Beaver Valley Nitehawk Society-Electoral Area A-\$2,000

- 3. West Kootenay Smoke'n Steel Auto Club-Electoral Area A-\$2,000
- 4. The Nelson & Ft. Sheppard Railway Co.-Electoral Area A-\$2,000
- 5. Canadian Tire-Jumpstart Charity Golf Tournament-Electoral Area A-\$500
- 6. Montrose Recreation Commission-Electoral Area A-\$500
- 7. Canadian Tire-Jumpstart Charity Golf Tournament-Electoral Area B/Lower Columbia-Old Glory
- 8. West Kootenay Smoke'n Steel Auto Club-Electoral Area B/Lower Columbia-Old Glory-\$2,500
- 9. Grand Forks ATV-Electoral Area C/Christina Lake-\$3,600
- 10. Christina Lake Recreation Commission-Electoral Area C/Christina Lake-\$1,000
- 11. Grand Forks ATV-Electoral Area C/Christina Lake-\$500
- 12. Kettle Valley Fire Service-Electoral Area E/West Boundary-\$25,000
- 13. Granby Wilderness Society-Electoral Area E/West Boundary-\$2,000
- 14. Trails to the Boundary Society-Electoral Area E/West Boundary-\$904.47

Grant in Aid-BOARD-April 20

Trails to Boundary Society Grant in Aid Request

12I) J.M. MacLean - West Kootenay Transit Fare Review

A staff report presenting the West Kootenay Transit Fare review for consideration and decision.

Recommendation: Stakeholder Vote - Weighted (East End Directors)

That the Board of Directors receive the West Kootenay Transit Fare Review. Further, that the Board of Directors endorse Option 2 contained in the report and detailed as follows:

Cash Fares	\$2.25
Tickets (10)	\$20.25
Monthly Pass (Adult)	\$60.00
Monthly Pass (Discount)	\$45.00
Semester Pass	\$125.00

including the introduction of Day Pass as discussed at twice the cash fare.

<u>Staff Report - Board - WK Transit Fare Review - April 2017 - Pdf</u>

13. Bylaws

13a) Bylaw No. 1613-Amending RDKB Emergency Planning Service Establishment-City of Rossland Re-Enters Service

Recommendation: Corporate Vote Unweighted

That the Regional District of Kootenay Boundary Emergency Planning Service Establishment Amendment Bylaw No. 1613, 2016 be reconsidered and adopted.

Bylaw 1613-At Stat Apprvl-Adopt-BOARD-April 20

13b) Bylaw No. 1638-Columbia Gardens Industrial Park Specified Area Water Rates and Regulation Bylaw First, Second and Third Readings Adoption

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Columbia Gardens Industrial Park Specified Area Water Rates and Regulation Bylaw No. 1638, 2017 be given first, second and third readings.

Recommendation: Corporate Vote Unweighted

That Regional District of Kootenay Boundary Columbia Gardens Industrial Park Specified Area Water Rates and Regulation Bylaw No. 1638, 2017 be reconsidered and adopted.

Bylaw 1638-Columbia Gardens Industrial Park Water System Amendment-BOARD-April 20

14. Late (Emergent) Items

a) S. Toupin-Columbia Basin Trust Community Initiatives Program (CBT CIFP)

A staff report from Sharon Toupin, Accounting Clerk/CBT CIFP Liaison regarding the distribution of the 2017 funds is presented.

Recommendation: Corporate Vote Weighted

That the staff report from Sharon Toupin, Accounting Clerk/Columbia Basin Trust Community Initiatives Funding Program Liaison regarding the distribution of the 2017 Program funds be received.

Staff Report-2017 CBT Community Initiatives Funding-EES April 11-BOARD-April 20

15. <u>Discussion Items Referred from Other RDKB Committees</u>

16. <u>Discussion of Items for Future Meetings</u>

- 17. Question Period for Public and Media
- 18. <u>Closed (Incamera) Session</u>
- 19. Adjournment



Regular Meeting of the Board of Directors March 21, 2017 RDKB Board Room, Trail, B.C. 6:00 p.m.

Minutes

Present:

Director G. McGregor, Chair

Director J. Danchuk Director M. Martin Director D. Langman Director L. McLellan Director F. Konrad Director E. Smith Director M. Rotvold Director A. Grieve Director L. Worley

Director R. Russell, via teleconference

Director V. Gee

Staff Present: J. MacLean, Chief Administrative Officer

T. Lenardon, Manager Corporate Administration/Recording

Secretary

M. Andison, General Manager Operations/Deputy Chief

Administrative Officer

Others Present: Alternate Director B. Edwards

Call to Order

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

Page 1 of 16 Board of Directors March 21, 2017

Consideration of the Agenda (Additions/Deletions)

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

The Manager of Corporate Administration advised that there were 4 late items to add to the agenda. Paper copies were distributed. A Gas Tax application and a resolution from the West Kootenay Boundary Regional Hospital District regarding the *Hospital District Act* were added to Item 14; Late Emergent Items and 2 Grant in Aid applications were added to Section 12; New Business, and it was;

92-17 Moved: Director Rotvold Seconded: Director Grieve

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 amended.

Carried.

Minutes

The minutes of the Regional District of Kootenay Boundary Board of Directors meeting held February 21, 2017 were presented.

93-17 Moved: Director Martin Seconded: Director McLellan

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.

Carried.

Delegation(s)

There were no delegations in attendance.

Unfinished Business

Memorandum of Board Resolutions Ending February 28, 2017

The Memorandum of Board Resolutions ending February 28, 2017 was presented.

Page 2 of 16 Board of Directors March 21, 2017 **94-17** Moved: Director Rotvold Seconded: Director Danchuk

Corporate Vote Unweighted

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

Carried.

Appointments to RDKB Electoral Area Advisory Planning Commissions Electoral Area C/Christina Lake and Electoral Area D/Rural Grand Forks

95-17 Moved: Director Worley Seconded: Director Grieve

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.

Carried.

Communications

There were no communications to discuss.

Communications (Information Only)

- a) District of Coldstream-SILGA Resolution-Feb. 22/17 Letter to Premier re. Private Moorage Program
- b) Ministry of Community, Sport and Cultural Development-March 3/17 Christina Lake Disc Golf Nominal Rent Tenure (NRT)
- c) Ministry of Jobs, Tourism and Skills Training-March 1/17 BC Jobs Plan

There was a discussion regarding Item a) and possible legal liability for the RDKB should the District of Coldstream's resolution that the *General Permission for the Use of Crown Land for Private Moorage* be amended to require compliance with any local government regulations regarding the construction, placement and use of private moorage and that applications to the Province also be referred to local governments.

Page 3 of 16 Board of Directors March 21, 2017 Director McGregor noted that a public meeting on this matter was held at Christina Lake. Residents wish to deal with only one level of government where the process would remain at the Provincial level.

96-17 Moved: Director Rotvold Seconded: Director Smith

Corporate Vote Unweighted

That Communications Information Only Items a) - c) be received. **FURTHER** that Staff be instructed to investigate Item a) (Provincial Moorage Program) and report back to the Board with information as to whether there would be any legal liability for the RDKB associated with the District of Coldstream's proposed amendment to the Provincial Private Moorage Program, should the Province amend its General Permission requirements to include compliance with local government regulations.

Carried.

Reports

Boundary Animal Control Monthly Report-February 2017

97-17 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

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

Carried.

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

98-17 Moved: Director Martin Seconded: Director Danchuk

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 **TOTAL** February Expenses: \$1,714,154.05

Carried.

Page 4 of 16 Board of Directors March 21, 2017 Director Martin noted that although there is agenda backup information provided for accounts payable, there is no backup information provided for payroll. Staff was requested to address this matter.

99-17 Moved: Director Martin Seconded: Director Rotvold

That Staff be instructed to provide a process that will provide governance oversight by including payroll backup information on the RDKB Board of Directors meeting agendas. **FURTHER** the payroll backup should illustrate that payroll matches the Board's approved budget allocations.

Carried.

Adopted RDKB Committee Minutes-For February 2017

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

100-17 Moved: Director Grieve Seconded: Director Worley

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).

Carried.

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

101-17 Moved: Director Russell Seconded: Director Worley

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.

Carried.

Draft RDKB Electoral Area Advisory Planning Commission Minutes

102-17 Moved: Director Gee Seconded: Director Grieve

Page 5 of 16 Board of Directors March 21, 2017

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).

Carried.

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

103-17 Moved: Director Grieve Seconded: Director Worley

Corporate Vote Unweighted

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

Carried.

Monthly Committee Recommendations to Board of Directors

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

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

Contract-Boundary Region Garbage and Green Bin Collection Service

104-17 Moved: Director Rotvold Seconded: Director McLellan

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.

Carried.

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

Contract Extension-Big White Transfer Station

Page 6 of 16 Board of Directors March 21, 2017 **105-17** Moved: Director Rotvold Seconded: Director Martin

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.

Carried.

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

Inter-Municipal Agreement-Curbside Solid Waste Collection Services

106-17 Moved: Director Rotvold Seconded: Director Konrad

Corporate Vote Weighted

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

Carried.

Committee of the Whole (Finance)-March 15, 2017 Director Martin, Chair/Director Cecchini, Vice-Chair

Terms of Reference

107-17 Moved: Director McLellan Seconded: Director Martin

Corporate Vote Unweighted

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

Carried.

Electoral Area Services Committee-March 16/17 Director Worley, Chair/Director Gee, Vice-Chair

Development Variance Permit-Lawrence-Electoral Area C/Christina Lake

108-17 Moved: Director Worley Seconded: Director Grieve

Page 7 of 16 Board of Directors March 21, 2017

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.

Carried.

Monthly 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 was presented for consideration.

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

Mutual Aid Fire Protection Agreement with the City of Castlegar

109-17 Moved: Director Grieve Seconded: Director Worley

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.

Carried.

Board Appointments Updates

Southern Interior Development Initiative Trust (S.I.D.I.T.) - Chair McGregor There is no new information to report.

Southern Interior Beetle Action Coalition (S.I.B.A.C.) - Chair McGregor There is no new information to report.

Okanagan Film Commission - Director Gee

Director Gee is working with the Film Commission on their Bylaws and Constitution.

Boundary Weed Stakeholders Committee - Director Gee

Director Gee reported on the presentation provided by Barb Stewart, Boundary Invasive Species Society Coordinator at the Electoral Area E/West Boundary (Big White) Town Hall meeting.

Page 8 of 16 Board of Directors March 21, 2017 Columbia River Treaty Local Government Committee -Directors Worley and Danchuk Director Worley spoke to the Columbia River Treaty Local Government Committee Strategic Planning session report that was attached to the agenda noting that it was a worthwhile session.

Kootenay Booth - Director Rotvold

Director Rotvold advised that a conference call was held on February 28th and that booth preparations for 2017 events are status quo. Toques have been ordered for the UBCM. To date, no compensation has been received for the error in shipping the containers to the 2016 FCM Conference in Winnipeg. Staff at the RDCK continue to follow up. The AKBLG will be provided a power-point presentation regarding the transfer of responsibility for future administration of the Booth.

Rural Development Institute (R.D.I.) - Director Martin There is no new information to report.

Chair's Update - Chair McGregor

Chair McGregor provided an update on her attendance at the RDKB Electoral Area Town Hall meetings noting that they are informative and provide her, as Board Chair, with necessary information on the issues and various Electoral Area activities.

New Business

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

110-17 Moved: Director Worley Seconded: Director McLellan

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.

Carried.

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

111-17 Moved: Director Russell Seconded: Director Grieve

Corporate Vote Unweighted

Page 9 of 16 Board of Directors March 21, 2017 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.

Carried.

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

112-17 Moved: Director Gee Seconded: Director Rotvold

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.

Carried.

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 was presented.

113-17 Moved: Director Gee Seconded: Director Grieve

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.

Carried.

Director Gee advised that the Trails to Boundary Society has requested that the reporting date for the Funding Agreement be pushed back from February 1 to February 15th. Staff will follow up.

Page 10 of 16 Board of Directors March 21, 2017

Grant in Aid-As at March 17,2017

114-17 Moved: Director Worley Seconded: Director Grieve

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

Carried.

Grant in Aid-As at March 21, 2017

115-17 Moved: Director Worley Seconded: Director Grieve

Stakeholder Vote (Electoral Area Directors) Weighted

That the following late Grant in Aid applications be approved:

- 1. Bike to Work Week Kootenays-Electoral Area A-\$1,000
- 2. Bike to Work Week Kootenays-Electoral Area B/Lower Columbia-Old Glory-\$1,000

Carried.

<u>Bylaws</u>

Bylaw No. 1625-Christina Lake Water Utility-Service Establishment Bylaw-Adoption

116-17 Moved: Director Worley Seconded: Director Martin

Page 11 of 16 Board of Directors March 21, 2017

Corporate Vote Unweighted

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

Carried.

Bylaw No. 1624-Electoral Area C/Christina Lake Zoning Amendment Third Reading

117-17 Moved: Director Grieve Seconded: Director Worley

Stakeholder Vote (Electoral Area Directors) Unweighted

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

Carried.

Bylaw No. 1631-Big White Zoning Bylaw Amendment First and Second Readings-Set up Public Hearing

118-17 Moved: Director Gee Seconded: Director Russell

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.

Carried.

119-17 Moved: Director Gee Seconded: Director Worley

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.

Carried.

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

120-17 Moved: Director Russell Seconded: Director Gee

Page 12 of 16 Board of Directors March 21, 2017

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.

Carried.

121-17 Moved: Director Russell Seconded: Director Grieve

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 what would trigger removal of the residence or rendering the residence uninhabitable, thereby converting it to an accessory building.

Carried.

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 was presented.

122-17 Moved: Director Rotvold Seconded: Director Gee

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.

Carried.

123-17 Moved: Director Rotvold Seconded: Director McLellan

Corporate Vote Weighted

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

Carried.

124-17 Moved: Director Martin Seconded: Director Rotvold

Page 13 of 16 Board of Directors March 21, 2017

Corporate Vote Weighted

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

Carried.

Late (Emergent) Items

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

The following matter was discussed by the WKBRHD Board of Directors and was 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.

125-17 Moved: Director Russell Seconded: Director Rotvold

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.

Carried.

Recommendation from Electoral Area Services (EAS) Committee March 16/17

Gas Tax Application-Beaver Valley Family Park Electrical Upgrade

Page 14 of 16 Board of Directors March 21, 2017

RDKB Beaver Valley Parks, Trails and Recreation Committee

126-17 Moved: Director Grieve Seconded: Director Danchuk

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.

Carried.

Board Quarterly Discussion

The quarterly discussion was deferred to the June 2017 meeting,

Discussion of Items for Future Meetings

A discussion was not required.

Question Period for Public and Media

A question period was not necessary.

Closed Session

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

Alternate Director Edwards left the meeting (time: 6:38 p.m.).

127-16 Moved: Director Rotvold Seconded: Director Smith

That the Regional District of Kootenay Boundary Board of Directors proceed to a closed meeting pursuant to Section 90 (1) (c) of the *Community Charter* (time: 6:40 p.m.)

Carried.

The RDKB Board of Directors reconvened to the open meeting at 7:14 p.m.

Page 15 of 16 Board of Directors March 21, 2017 Alternate Director Edwards returned to the meeting (time: 7:14 p.m.).

Closed Meeting Item for Release to the Open Meeting

Clean Water and Wastewater Funding Agreements

The following recommendation was reviewed by the RDKB Board of Directors in a closed meeting where a motion was made that it be released to the open record:

Moved: Director McLellan Seconded: Director Rotvold

That the following recommendation regarding the closed meeting discussions for the Water and Wastewater funding agreements be released to the public record:

Corporate Vote Weighted

That the Regional District of Kootenay Boundary Board of Directors approves the Province of British Columbia Clean Water and Wastewater Funding Agreements for the Beaver Valley Water, Christina Lake Water Utility, East End Sewerage, Rivervale and Oasis Sewer and Rivervale Water and Street Lighting Services for capital improvements with a total value of \$2,886,082. **FURTHER** that the Board authorizes the Regional District of Kootenay Boundary signatories to sign and enter into the agreements.

Carried.

Adjournment

There being no further business to discuss, it was;

128-17 Moved: Director Rotvold

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

Carried.

TL

Page 16 of 16 Board of Directors March 21, 2017

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FINANCIAL STATEMENTS

FOR THE

YEAR ENDED DECEMBER 31, 2016

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

INDEX TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2016

MANAG	SEMENT REP	PORT	
AUDITO	RS' REPOR	т	
CONSC	LIDATED FIN	NANCIAL STATEMENTS Statement of Financial Position Statement of Operations Statement of Changes in Net Financial Assets (Debt) Statement of Cash Flows	2 3
NOTES	TO THE FINA	ANCIAL STATEMENTS5	- 17
SCHED	ULES		
	1 Statem	nent of Financial Activity by Economic Object	18
2	2 Statem	ment of Accumulated Surplus (Deficit) - Current Revenue Fund	19
;	3 Statem	nent of Equity in Capital Assets	20
4	4 Sched	dule of Debenture Debt21-	- 22
;	5 Sched	dule of Tangible Capital Assets	23
(6 Sched	Jule of Segmented Information	24
SUPLE	MENTARY IN	IFORMATION	
GENER	AL REVENUI	E FUND Statement of Financial Position Statement of Financial Activities	
GENER	AL CAPITAL	FUND Statement of Financial Position	27
GENER	AL RESERVI	E FUND Statement of Financial Position Statement of Sources and Application of Funds	
		Revenue Funds bia Sewer Treatment Utility Revenue Fund Statement of Financial Position	

	Oasis/Rivervale Sewer Utility Revenue Fund Statement of Financial Position	
	Statement of Financial Activities	33
	Mill Road Sanitary Sewer Service Utility Fund	
	Statement of Financial Position	
0		
	Utility Capital Funds Columbia Sewer Treatment Utility Capital Fund	
	Statement of Financial Position	36
	Oasis/Rivervale Sewer Utility Capital Fund	
	Statement of Financial Position	37
	Jtility Revenue Funds	
	Beaver Valley Water Utility Revenue Fund	
	Statement of Financial Position	
	Statement of Financial Activities	39
	Columbia Gardens Water Utility Revenue Fund	
	Statement of Financial Position	
	Statement of Financial Activities	41
	Rivervale Water & Street Lighting Utility Revenue Fund	
	Statement of Financial Position	42
	Statement of Financial Activities	43
	Christina Lake Water Utility Revenue Fund	
	Statement of Financial Position	
	Statement of Financial Activities	45
	Jtility Capital Funds	
	Beaver Valley Water Utility Capital Fund	
	Statement of Financial Position	46
	Columbia Gardens Water Utility Capital Fund	
	Statement of Financial Position	47
	Rivervale Water & Street Lighting Utility Capital Fund	
	Statement of Financial Position	48
	Christina Lake Water Utility Capital Fund	
	Statement of Financial Position	49
	Utility Revenue Funds	
	East End Transit Utility Revenue Fund Statement of Financial Position	EΛ
	Statement of Financial Activities	
	Poundary Transit Htility Poyonus Fund	
	Boundary Transit Utility Revenue Fund Statement of Financial Position	52
	Statement of Financial Activities	_
CENEDAL DE	VENUE FUND	
GENERAL RE	VENUE FUND Schedule of Financial Activity by Function54 -	83

Regional District of Kootenay Boundary Management Report

The financial statements have been prepared by management in accordance with generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

In meeting its responsibility for the reliability of financial data, management relies on internal accounting, operating and system controls. Controls include an organizational structure providing for effective segregation of responsibilities, delegation of authority and personal accountability, and careful selection and training of personnel; the application of accounting and administrative policies and procedures necessary to ensure adequate internal control over transactions, assets and records, as well as a program of internal audits. These controls are designed to provide reasonable assurance that financial records are reliable for preparing financial statements and maintaining accountability for assets.

The Regional District of Kootenay Boundary Board of Directors is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Board of Directors. The Board reviews financial activities on a monthly basis and external audited financial statements annually.

Grant Thornton LLP has been appointed by the Board of Directors as independent auditors to examine and report on the consolidated financial statements and their report follows this one. They have full and free access to regional district staff and records.

John MacLean	Beth Burget
Chief Administrative Officer	Gen. Manager of Finance

Trail, BC



INDEPENDENT AUDITORS' REPORT

Grant Thornton LLP 1440 Bay Ave Trail BC V1R 4B1

T +1 250 368 6445 F +1 250 368 8488 www.GrantThomton.ca

To the Board of Directors of the Regional District Of Kootenay Boundary:

We have audited the accompanying financial statements of the Regional District of Kootenay Boundary, which comprise the statement of financial position as at December 31, 2016 and the statements of operations, changes in net financial assets (debt) and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including assessing the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Regional District of Kootenay Boundary as at December 31, 2016 and the results of its operations, changes in net financial assets (debt) and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary information included is presented for purposes of additional analysis and is not a required part of the financial statements. Such supplementary information has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

CHARTERED PROFESSIONAL ACCOUNTANTS TRAIL, B.C. April 20, 2017

Audit • Tax • Advisory
Grant Thornton LLP. A Canadian Member of Grant Thornton International Ltd

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

STATEMENT OF FINANCIAL POSITION

As At December 31, 2016	20162				
FINANCIAL ASSETS					
Cash and Cash Equivalents (Note 2) Short Term Investments (Note 3) Accounts Receivable (Note 4) Municipal Finance Authority Debt Reserve Fund (Note 5) Debenture Debt Recoverable from Local Governments (Note 6)	\$ 	512,997 19,334,643 1,410,556 1,643,445 20,684,622 43,586,263	\$ -	532,581 17,134,126 1,021,434 1,338,561 16,728,879 36,755,581	
LIABILITIES					
Accounts Payable Accounts Payable to Other Governments Deferred Revenue Municipal Finance Authority Debt Reserve Fund (Note 5) Other Long Term Debt (Note 7) Debenture Debt (Note 8) Lease Agreements (Note 9) Temporary Borrowing - Municipal Finance Authority (Note 10) Deferred Revenue (Gas Tax) (Note 11) Landfill Closure and Post Closure Costs Accruals (Note 12) Reserve for future capital expenditures Accrued Employee Sick Leave (Note 13)	<u> </u>	1,571,010 571,380 544,595 1,643,445 114,532 30,961,102 702,371 1,506,600 2,189,625 4,723,400 2,477 184,000 44,714,537	- -	1,088,620 699,373 482,678 1,338,561 135,243 20,392,633 1,073,231 643,007 1,953,914 4,567,269 2,477 172,000 32,549,006	
NET (DEBT) ASSETS		(1,128,274)		4,206,575	
NON FINANCIAL ASSETS Tangible Capital Assets (Schedule 5) Supply Inventory Prepaid expenses		49,494,187 10,772 231,420 49,736,379	_	40,250,093 8,135 225,568 40,483,796	
Accumulated Surplus (Note 14)	\$	48,608,105	\$_	44,690,371	

The accompanying notes and schedules are an integral part of these financial statements.

General Manager of Finance

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF OPERATIONS

For the Year Ended December 31st		2016 Budget		2016		2015
REVENUE						
From Own Sources:						
Grants in Lieu of Taxes	\$	1,256,256	\$	2,112,156	\$	1,546,887
Services Provided to Other Governments		425,006		390,997		593,148
Sale of Services		5,180,153		4,499,637		4,416,997
Other Revenue		964,138		2,534,261		1,718,754
Gain on Disposal of Assets		-		43,110		251,205
From Other Sources:		0.700.054		0.700.700		0.700.000
Electoral Area Tax Levy		9,799,651		9,798,768		9,739,236
Member Municipalities Other Governments		9,358,912		9,351,256		9,321,779
Other Governments		530,800		947,832		1,312,190
		27,514,916		29,678,017	_	28,900,196
EXPENSES						
General Government Services		3,692,707		2,233,334		2,268,984
Protective Services		7,284,995		6,484,971		7,151,577
Transportation Services		1,613,651		1,620,451		1,590,026
Environmental Health Services		6,435,033		6,074,509		6,062,910
Development Services		1,099,906		1,100,875		1,122,092
Recreation and Cultural Services		6,041,221		5,467,769		5,547,220
Fiscal Services		509,145		448,409		329,847
Amortization Expense		-		2,156,791		2,098,677
Loss on Disposal of Assets		-		173,174		=
		26,676,658		25,760,283		26,171,333
Annual Surplus	s	838,258	\$	3,917,734	\$	2,728,863
ruman our plac		330,230	Ψ	0,017,704	Ψ	2,720,000
Accumulated Surplus, Beginning of Year		-		44,690,371		41,961,508
Accumulated Surplus, End of Year	\$	838,258	\$	48,608,105	\$	44,690,371

The accompanying notes and schedules are an integral part of these financial statements.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (DEBT)

For the Year Ended December 31st		2016 Budget	2016	2015
Annual Surplus Loss (Gain) on Disposal of Tangible Capital Assets Acquisition of Tangible Capital Assets Amortization of Tangible Capital Assets Proceeds on Sale of Tangible Capital Assets	\$	838,258 (11,108,942)	\$ 3,917,734 130,064 (11,583,814) 2,156,791 52,864	\$ 2,728,863 (258,330) (1,865,836) 2,098,677 376,276
	-	(10,270,684)	(5,326,361)	3,079,650
Acquisition of Supply Inventory Acquisition of Prepaid Expenses			(2,637) (5,852)	2,928 (126,139)
	=	-	(8,489)	(123,211)
(Increase)/Decrease in Net Financial Assets/Net Debt		(10,270,684)	(5,334,850)	2,956,439
Net Financial Assets/(Net Debt), Beginning of Year		4,206,575	4,206,575	1,250,137
Net Financial Assets/(Net Debt), End of Year	\$	(6,064,109)	\$ (1,128,275)	\$ 4,206,575

The accompanying notes and schedules are an integral part of these financial statements.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

STATEMENT OF CASH FLOWS

For the Year Ended December 31st		2016		2015
CASH PROVIDED BY (USED FOR)				
Operating Activities				
Annual Surplus \$,	3,917,734	\$	2,728,863
Non-Cash Items:				
Christina Waterworks District take over		(930,042)		-
Amortization		2,156,791		2,098,676
Loss (Gain) on Disposal of Tangible Capital Assets		130,064		(258,330)
Actuarial Recognized on Debenture Debt		(166,802)		(180,734)
Decrease(Increase) in Non-Cash Financial Assets				
Receivables		(389,122)		(196,852)
Inventories		(2,637)		2,928
Prepaid Expenses		(5,852)		(126,139)
Payables		354,397		(678,657)
Landfill Closure and Cost Closure Costs Accruals		156,130		142,883
Deferred Revenue		61,918		117,010
Deferred Revenue (Gas Tax)		235,711		34,779
Accrued Employee Sick Leave	_	12,000		(128,300)
Cash Provided by Operating Activities		5,530,290		3,556,127
Financing Activities		(400, 470)		(100 557)
Repayment of Long Term Debt		(420,472)		(499,557)
Proceeds from Temporary Borrowing MFA		459,604		295,768
Repayment of Temporary Borrowing MFA		(325,740)		(285,914)
Other Long Term Debt		7,179,289		(19,791)
Increase (Decrease) in Lease Agreements Increase in Short Term Investments		(370,860)		(43,879)
	_	(2,200,515)		(2,059,176)
Cash Used in Financing Activities	_	4,321,306		(1,674,870)
Capital Activities				
Capital Asset Additions		(9,924,044)		(1,865,841)
Proceeds on Disposal of Capital Assets	_	52,864		376,277
Cash Used in Capital Activities	_	(9,871,180)		(1,489,564)
Increase in Cash and Cash Equivalents		(19,584)		(545,986)
Cash and Cash Equivalents, Beginning of Year		532,581		1,078,568
Cash and Cash Equivalents, End of Year	\$	512,997	\$	532,581
Odon dire Odon Equivalento, Ene or Teal	φ	312,337	φ	JJZ,J01

The accompanying notes and schedules are an integral part of these financial statements.

December 31, 2016

1. SIGNIFICANT ACCOUNTING POLICIES:

a) Basis of Presentation

The consolidated financial statements of the Regional District are prepared in accordance with Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants.

b) Fund Balances

The Regional District of Kootenay Boundary has segregated various funds used for specific activities or to meet certain objectives. The basic funds are briefly described as follows:

- i) General Revenue Fund This fund is the main fund of the Regional District and is used to reflect the normal operating activities including collection of revenues, administering operations and servicing general debt.
- **ii)** Water and Sewer Funds The water and sewer system funds have been established as self-liquidating funds to cover the costs of operating these utilities. The capital funds hold the capital assets and long-term debt related to these functions.
- iii) Transit Funds These funds provide for the operation of the conventional and special needs public transit systems.
- **iv) Capital Funds** These funds are used to reflect capital assets and unfunded work-in-progress offset by the related long-term debt and investment in capital assets.
- v) Reserve Funds These funds have been created to hold assets, in the manner of a trust, and to provide monies for specific future capital and operational requirements.

c) Cash and Cash Equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments and investments that can be converted to cash within 30 days of inception.

d) Short Term Investments

Short term investments are recorded at cost except when there has been a loss in value that is other than a temporary decline, the investment is written down to recognize the loss.

e) Inventory

Inventory for resale is recorded at the lower of cost or replacement cost on a first in first out basis.

December 31, 2016

f) Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight line basis over their estimated useful life as follows:

Major Asset Category	Average Useful Life
Land	Not amortized
Building& Improvements	15 - 50 years
Vehicles, Machinery & Equipment	3 - 40 years
Land Improvements	12 – 90 years
Water Infrastructures	25 - 80 years
Sewer Infrastructures	5 - 50 years

g) Revenues

Taxes are recognized as revenue in the year they are levied. Charges for water usage are recorded as user fee in the year they are charged. Conditional grant revenue is recognized to the extent the imposed conditions are met. Unconditional grant revenue is recognized when the monies are received. Grants for the acquisition of tangible capital assets are recognized in the period the expenditure is made. Sales of services and other revenue is recognized on an accrual basis.

h) Expenses

Expenses are recognized in the year they are incurred.

i) Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

j) Related Party

The Regional District of Kootenay Boundary is related to the Kootenay Boundary Regional Hospital District, since both organizations share the same Board of Directors. In 2016, the Hospital District was dissolved by Order in Council and therefore the administration fee for the year 2016 was \$0 (2015: \$12,000).

December 31, 2016

2. CASH AND CASH EQUIVALENTS

 2016	2	015
\$ 480,921 - 32,076	\$	447,558 85,023
\$ 512,997	\$	532,581

3. SHORT TERM INVESTMENTS

General Revenue Fund – restricted General Revenue Fund – unrestricted General Reserve Fund - restricted Water Revenue Fund - unrestricted

		2016	2015
•	Φ.	4 474 405	Ф 0 445 000
	\$	4,471,465	\$ 3,445,992
		4,141,811	3,895,333
		10,268,081	9,792,801
		453,286	-
	\$	19,334,643	\$17,134,126

Short-term Investments are comprised of guaranteed income certificates of various dates not exceeding 12 months and various investment funds of the Municipal Finance Authority of BC which have fluctuating returns.

4. ACCOUNTS RECEIVABLE

Local governments Provincial government Federal government Other Receivables

 2016	2015
\$ 256,279	\$ 196,591
169,078 71,095 914,104	389,371 78,480 356,992
\$ 1,410,556	\$ 1,021,434

December 31, 2016

5. MUNICIPAL FINANCE AUTHORITY DEBT RESERVE FUND

The Municipal Finance Authority (MFA) of British Columbia provides capital financing for regional districts and their member municipalities. The Authority is required to establish a Debt Reserve Fund into which each regional district and member municipality, who share in the proceeds of a debt issue through the Regional District, are required to pay certain amounts set out in the debt agreements. These reserves are made up of cash deposits and demand notes as security for default on MFA debenture debt. The cash portion of the reserves and the interest earned each year (less administration expenses) becomes an obligation of the Authority to the Regional District. The Authority must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. When this occurs the regional districts may be called upon to restore the fund. The reserves will be used or cancelled when the particular MFA debentures mature.

	Demand Notes		Cash Deposits		2016	2015
Regional District Member	\$	411,745	\$	175,931	\$ 587,676	\$ 397,246
Municipalities		686,050		369,719	1,055,769	941,315
	\$	1,097,795	\$	545,650	\$ 1,643,445	\$ 1,338,561

6. DEBT CHARGES RECOVERABLE FROM LOCAL GOVERNMENTS

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority (MFA). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the regional district is contingently liable to the MFA for this debt.

	2016		2015
City of Grand Forks City of Greenwood City of Rossland City of Trail Village of Midway Village of Warfield	\$	1,832,839 97,459 6,088,625 11,486,824 175,762 1,003,113	\$ 1,966,473 120,291 6,347,305 6,983,171 217,385 1,094,254
	\$	20,684,622	\$ 16,728,879

December 31, 2016

7. OTHER LONG TERM DEBT

Former SPCA Property in Grand Forks

In 2010 the Regional District agreed to the purchase of a property (land and buildings) from the City of Grand Forks through the RDKB's Boundary Animal Control Service. The property was the former SPCA site within the City of Grand Forks. The fair market value of \$246,138 will be paid to the City of Grand Forks over a 12 year period ending in 2021. The fixed annual interest rate is 4.65%. Annual payments are due August 1st each year.

Grand Forks SPCA Purchase	2016	2015
Amount outstanding Less: Annual Principal Payment	\$ 135,243 (20,711)	\$ 155,034 (19,791)
Closing balance of unspent funds	\$ 114,532	\$ 135,243

8. DEBENTURE DEBT

The loan agreements with the Municipal Finance Authority provide that if the Authority does not have sufficient funds to meet payments on its obligations it shall make payments from the Debt Reserve Fund which in turn is established by a similar Debt Reserve Fund in the municipality and all other borrowing participants. If the Debt Reserve Fund is deficient the Authority's obligations become a liability of the regional district and may become a liability of the participating municipalities.

	2016			2015
General Water Sewer	\$	2,388,598 615,567 7,272,315	\$	2,697,090 824,816 141,848
Total Regional District Member Municipalities		10,276,480 20,684,622		3,663,754 16,728,879
	\$	30,961,102	\$	20,392,633

Interest on the District's debenture debt incurred in the year amounted to \$411,910. Terms of the debenture debt along with the estimated future principal repayments for the next five years and thereafter are disclosed in Schedule 4.

December 31, 2016

9. LEASE AGREEMENTS

All outstanding leases have been converted to Equipment Financing as of February 2017 with an interest rate of 1.42%. The total outstanding liability for these leases as of December 31st, 2016 is \$702,371.

10. TEMPORARY BORROWING - MUNICIPAL FINANCE AUTHORITY

The District has temporary borrowing for equipment financing and liabilities under agreement through the Municipal Finance Authority Interim Financing Program. Equipment financing are five year agreements with monthly principal and interest rates. Liabilities under agreement are for capital projects. Regular payments are not required, but funds borrowed under this program must either be repaid or converted to long term borrowing through a debenture issue within five years. The outstanding balance on these types of debt bear interest at approximately 1.42%, which is paid monthly.

The Regional District of Kootenay Boundary took over the operations of Christina Waterworks District on December 31, 2016, including the loan amount of \$729,728. This loan will be converted to a long term loan through MFA in fiscal 2017.

Financing Type	Date of Maturity	2016		2015	
Equipment Financing, Water Utility Vehicle	July 31, 2021	\$	32,987	\$	-
Equipment Financing, Fire Truck	March 31, 2021		362,084		131,114
Liability Under Agreement, Grand Forks Aquatic/Arena Equipment	December 11, 2018		76,960		115,437
Liability Under Agreement, GTCC/GF REC Curling Equipment	December 11, 2019		178,841		238,456
Liability Under Agreement, GF Curling Rink, GF Aquatic, Big White Refuse	December 10, 2020		126,000		158,000
Royal Bank, Christina Waterworks District Loan	August 1, 2021		729,728		<u>-</u>
		\$	1,506,600	\$	643,007

December 31, 2016

Future principal repayments on existing temporary borrowing for the next five years and thereafter are estimated as follows:

2017	\$ 296,729
2018	298,022
2019	260,843
2020	202,553
2021	103,725
Thereafter	344,728
	\$ 1,506,600

11. DEFERRED REVENUE (GAS TAX)

Gas Tax Agreement funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax Agreement funding may be used towards eligible projects, as specified in the funding agreements.

Gas Tax Agreement Funds	2016			2015		
Opening Balance of unspent Funds Add: Amount received during the year Interest earned Less: Amount spent on projects Amount spent on administration	\$	1,953,914 465,403 22,911 (252,603)	\$	1,919,139 450,241 21,712 (437,178)		
Closing balance of unspent funds	\$	2,189,625	\$	1,953,914		

12. LANDFILL CLOSURE AND POST-CLOSURE COSTS ACCRUAL

The total estimated landfill closure and post-closure care costs of \$35,270,207 for the three main landfills in the Regional District are as follows: (1) \$6,981,428 for the Grand Forks landfill site, (2) \$6,264,695 for the Greenwood landfill site, and (3) \$ 22,024,184 for the McKelvey Creek Landfill site. The estimated remaining life for the landfill sites ranges from 29 years to 77 years. The estimated landfill closure and post-closure cost and remaining life values are used for landfill planning purposes and for recording these liabilities and expenses in the financial statements.

At December 31, 2016 the estimated landfill closure and post-closure care expenditure requirements were \$4,723,400. At December 31, 2016 a total of \$2,281,841 had been expended and contributed to the landfill closure general revenue investment funds.

December 31, 2016

The estimated remaining life of the Grand Forks landfill site is 29 years (2045), the McKelvey Creek site is estimated at 77 years (2093) and the remaining life of the Greenwood site is estimated at 34 (2050) years after which the period for post-closure care is estimated to be 25 years for each site.

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill and post-closure monitoring of the site. The reported total expenditure is based on estimates and assumptions with respect to events over a 77-year period using the best information available to management.

The Regional District of Kootenay Boundary has had engineers prepare design and operation plans for the McKelvey Creek landfill in 2013, Greenwood and Grand Forks landfill in 2014.

13. EMPLOYMENT BENEFITS

i) Pension Liability

The regional district and its employees contribute to the Municipal Pension Plan (Plan), a jointly trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. Plan membership is broken down into about 188,000 active members, 84,000 retired members and 36,000 inactive members.

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits. The next valuation will be as at December 31, 2018. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The Regional District of Kootenay Boundary paid \$741,661 for employer contributions to the plan in the 2016 fiscal year (2015: \$779,784).

ii) Post Employment Benefits

Effective January 1, 2005, the Regional District adopted the recommendations under Section PS 3255 of the CICA Public Accounting Board Handbook for post-employment benefits whereby employees are entitled to earned benefits related to non-vested accumulating sick leave. The liability and expense for these post-

Regional District of Kootenay Boundary

Notes to the Financial Statements

December 31, 2016

employment benefits and compensated absences is recognized in the financial statements in the period in which employees render services and on the basis that the benefits are expected to be provided when the employees are no longer providing active service.

For the 2016 results a new valuation was performed as at July 31, 2015 and has been extrapolated to December 31, 2016 using 2016 valuation assumptions:

	2016	2015
Discount rate	3.40%	3.20%
Inflation rate	2.50%	2.50%
Rate of compensation increase	2.50%-4.63%	2.50%-4.63%

The continuity of the Regional District's employee benefit liabilities are as follows:

	2016	2015
Beginning of year Current service cost Interest cost Benefits paid Actuarial (Gain)/Loss	\$172,000 12,900 5,900 (1,500) (5,300)	\$300,300 16,600 9,500 (57,900) (96,500)
	\$184,000	\$172,000

^{*} The plan amendment for Firefighters was recognized December 31, 2012 and reflects the change to how much of unused sick leave an employee is eligible to be paid upon retirement. The reduction in obligation was recognized immediately, in the period of the amendment, as prescribed by the relevant accounting standard PS 3255.

The Regional District manages the payment of these future payroll obligations as they come due in the current Operating Budget.

iii) Vacation

It is the policy of the Regional District to allow employees other than career fire fighters to carry over one week of vacation entitlement earned in the current year to be taken in the following year. As at December 31, 2016, \$149,048 unpaid vacation was accrued (2015, \$115,530).

December 31, 2016

14. ACCUMULATED SURPLUS

The Regional District segregates its accumulated surplus into the following categories:

	2016			2015
Financial Equity				
Current Revenue Funds	\$	1,188,420	\$	(228,291)
Capital Assets		247,675		247,675
Reserve Funds		10,277,806		9,936,130
		11,713,901		9,955,514
Physical Equity in Capital Assets		36,894,204		34,734,857
	\$	48,608,105	\$	44,690,371

15. CONTINGENT LIABILITIES

i) Liability Risk Coverage

The Regional District is a Subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Regional District is assessed a premium and specific deductible for its claims based on population. The obligation of the Regional District with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its Subscribers in connection with the Exchange are in every case several, and not joint and several. The Regional District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other Subscribers against liability losses and costs which the other Subscriber may suffer.

ii) Insurance and Legal Claims

The Regional District of Kootenay Boundary has been served with claims for liability for various incidents during the past year. The total claimed losses incurred was \$20,000 in 2016 (2015 \$29,205). At the date of the financial statement the Municipal Insurance Association has not estimated the likely exposure to the Regional District for further legal costs to rebut these claims. The Regional District's deductible for any claim is \$10,000.

There is an unresolved claim by the contractor for the Big White Fire Hall Addition in the approximate amount of \$86,000.

December 31, 2016

16. BUDGET

The budget data presented in these financial statements is based on the 2016 - 2020 Financial Plan Bylaw 1603 approved by the RDKB Board on March 21, 2016.

Budgeted cash inflows and outflows include transfers to and from reserves and other funds, and prior year surplus/deficits carried forward and principal repayments on debt. These transactions are not recognized as revenues and expenses on the Statement of Operations as they do not meet the inclusion requirements under public sector accounting standards.

Financial plan bylaw surplus (deficit) for the year	\$ (2,456,646)
Add:	
Capital expenditures	10,748,360
Debt principal repayments	580,039
Capital lease/equipment financing principal repayments	433,393
Transfers to reserves and own funds	2,426,766
Deficit included in accumulated surplus/deficit	218,552
Less:	14,407,110
Borrowing	7,376,000
Transfers from reserves and own funds	3,738,206
•	11,114,206
Budget surplus (deficit) reported in the financial statements	\$ 836,258

17. RESTRUCTURING TRANSACTION

As of December 31st, 2016, the Regional District has taken over the operations of Christina Waterworks District, including its assets and liabilities. The restructuring was under taken to facilitate the expansion of the Christina Waterworks District capital infrastructure. The District has elected to early adopt PS 3430 (Restructuring Transactions) which requires assets and liabilities to be recorded at cost.

December 31, 2016

The following assets and liabilities were transferred to the District on December 31, 2016:

Financial Assets	
Cash	\$ 32,016
Short term investments	462,861
Accounts receivable	22,130
Liabilities	
Accounts payable	17,329
Temporary borrowing	729,728
Non-Financial Assets	
Supply Inventory	500
Prepaid charges	55,900
Tangible capital assets	1,659,770
Net Effect of Restructuring	\$ 1,486,120

The net effect of the restructuring was recognized as other revenue on the statement of operations.

18. SEGMENTED INFORMATION

The segments and the services the Regional District provide are detailed as follows:

General Government Services is comprised of a number of different services, including: General Government Administration, Electoral Area Administration, and Grants-in-Aid. General Government includes Corporate Services, Information Systems, and Finance. Corporate Services involves staff and management working closely with the Regional Board and community partners to coordinate the delivery of a wide range of functions and services. The Finance department is responsible for the requisition of tax revenues from the Province and from member municipalities and all treasury and accounting functions. Information Systems includes management of computer databases and communication systems used by the Regional District.

Protective Services includes a number of different programs. These programs include Electoral Area Fire Protection, Regional Fire Rescue, 911 Services, Victims Services, Building Inspection, Dog Control, and Mosquito Control. These services are designed to provide a safe environment to the community. They are responsible for providing these services to the unincorporated electoral areas of Kootenay Boundary, as well as to some member municipalities within the boundaries of the Regional District.

Transportation Services includes Street Light Improvements and Transit Services.

Regional District of Kootenay Boundary

Notes to the Financial Statements

December 31, 2016

Environmental Health Services includes a number of different services, including: Effluent Disposal, Solid Waste Management Services (Recycling, Collection, Transfer Stations, Management), Water Services, Invasive Species, and Noise Control. The mandate of these programs is to coordinate delivery of the many day-to-day services required for community living.

Development Services includes delivering Planning and Development as well as Economic Development. The Planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers. It puts land use plans and policies into action and ensures proper infrastructure and orderly development. The program also evaluates applications and provides recommendations to decision makers; assists the public with land use regulations, applications, and processes; and invites and responds to public comments.

Recreation and Cultural Service is responsible for Community Halls, Recreational Complexes, Parks, and Libraries. Facilities managed within this area include parks and playgrounds, arenas, swimming pools, as well as community centers

Fiscal Services is responsible for MFA Financing for 5 electoral areas and 8 member municipalities.

The segments and the services the Regional District provide are broken down in Schedule 6.

19. COMPARATIVE AMOUNTS

Certain of the 2015 financial statement amounts have been reclassified to conform to the presentation adopted in the current year.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF FINANCIAL ACTIVITIES EXPENDITURES PRESENTED BY ECONOMIC OBJECT December 31, 2016

SCHEDULE 1

REVENUE	_	2016 Budget	_	2016 Actual	_	2015 Actual
From Own Sources: Grants in lieu of taxes Services provided to other governments Sale of Services Other revenue Gain on sale of assets From Other Sources: Electoral area tax levy Member municipalities Other governments	\$	1,256,256 425,006 5,180,153 964,138 - 9,799,651 9,358,912 530,800 27,514,916	\$	2,112,156 390,997 4,499,637 2,534,261 43,110 9,798,768 9,351,256 947,832 29,678,017	\$ -	1,546,887 593,148 4,416,997 1,718,754 251,206 9,739,236 9,321,779 1,312,190 28,900,197
EXPENDITURE	_		<u>-</u>		_	
Salaries and benefits Office and supplies Debt interest charges Insurance Director remuneration and expense Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Transfers to local governments Amortization Expense Provision for landfill liability Loss on Disposal of Assets	-	9,531,452 563,699 503,263 334,376 521,989 929,323 592,924 72,224 2,168,015 729,169 5,974,397 465,961 1,964,852 451,812 1,446,689	-	9,594,577 431,547 448,409 320,501 424,758 834,045 401,500 58,157 1,748,319 252,292 5,502,278 412,805 1,517,642 293,222 1,034,137 2,156,791 156,129 173,174 25,760,283	\$	9,514,904 447,870 329,847 298,224 432,828 829,832 336,963 69,678 2,039,136 215,866 5,936,094 382,058 2,026,485 213,405 999,465 2,098,677
EXCESS REVENUE (EXPENDITURE)	\$_	1,264,771	\$	3,917,734	\$	2,728,865
Fund Balances at Beginning of Year	_	(216,416)	_	44,690,371	_	41,961,509
Fund Balances at End of Year	\$_	1,048,355	\$ =	48,608,105	\$ _	44,690,371

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF ACCUMULATED SURPLUS (DEFICIT) - CURRENT REVENUE FUND December 31, 2016

Page 19

SCHEDULE 2

	-	General Revenue	Sewer	Water	Transit	2016 Total	2015 Total
Balance, beginning of year	\$	(1,091,434)	\$ 494,538	\$ 253,480	\$ 115,124	\$ (228,292)	\$ (1,160,823)
Excess revenue (expenditure)		1,053,868	(34,107)	472,043	(75,093)	1,416,711	932,532
	\$	(37,566)	\$ 460,431	\$ 725,523	\$ 40,031	\$ 1,188,419	\$ (228,291)

		OF KOOTENAY BOUN UITY IN CAPITAL ASS ber 31, 2016			Page 20
SCHEDULE 3	General Capital Fund	Sewer Capital Fund	Water Capital Fund	2016 Total	2015 Total
Balance, beginning of year	\$ 23,788,417	3,683,393	7,510,722	34,982,532 \$	34,599,207
Add: Assets acquired: By gov't grants or transfers from other funds Retirement of debentures from revenue fund Retirement of temporary borrowing Actuarial adjustment to Debenture Sinking Fund Repayment of lease agreements	2,736,287 249,175 343,557 59,317 370,860	7,328,887 - 50,808 18,726	1,750,288 123,385 88,760	11,815,462 249,175 517,750 166,803 370,860	1,958,556 448,750 356,512 180,734 332,974
Deduct: Assets disposed Assets Transferred from work-in-progress to complete Amortization Expense Equipment Financing Issued Increase in borrowing - Other Long term Debt New liabilities under agreement New lease obligation	3,759,196 713,535 231,651 890,492 423,722 - 2,259,400	7,398,421 232 452,834 7,200,000 7,653,066	1,962,433 282,626 35,882 729,728	13,120,050 713,767 231,651 1,625,952 459,604 7,929,728 - 10,960,702	3,496,877 430,014 - 2,098,677 - 295,768 289,095 3,113,555
Balance, end of year	\$ 25,288,213	3,428,748	8,424,919	37,141,880	34,982,532
Equity in capital assets is comprised of the following: Financial equity Physical equity	(2,279) 25,290,492 25,288,213	(5,386) 3,434,134 3,428,748	255,341 8,169,578 8,424,919	247,676 36,894,204 37,141,880	247,675 34,734,857 34,982,532

REGIONAL DISTRICT OF KOOTENAY BOUNDARY SCHEDULE OF DEBENTURE DEBT

For the Year Ended December 31, 2016

MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA DEBENTURE ISSUES

SCHEDULE 4

							BALANCE		SINKING		BALANCE			
MFA			TERM	DATE	DATE	INTEREST	OUTSTANDING	ISSUED	FUND	ACTUARIAL	OUTSTANDING	INTEREST	ACCRUED	TOTAL
ISSUE	BYLAW	PURPOSE	IN	OF	OF	RATE	AT	IN	DEPOSITS	ADDITIONS	AT	PAYMENTS	INTEREST	INTEREST
NO.	NO.		YEARS	ISSUE	MATURITY		DECEMBER 31, 2015	2016	IN 2016	IN 2016	DECEMBER 31, 2016	IN 2016	IN 2016	IN 2016
63	903	Village of Midway	20	June 1, 1996	June 1, 2016	3.00%	24,684		9,768	14,916	-	4,845	-	4,845
66	981	City of Rossland	25	November 5, 1997	November 5, 2022	4.82%	255,368		13,032	18,332	224,004	29,980	4,600	34,580
68	1001	City of Rossland	25	March 24, 1998	March 24, 2023	4.65%	917,162		41,905	54,142	821,115	93,000	24,970	117,970
70	1059	City of Grand Forks	20	March 24, 1999	June 1, 2019	2.10%	55,083		6,495	6,375	42,213	4,115	338	4,453
74	1143	City of Trail	25	April 4, 2001	June 1, 2026	1.75%	442,021		15,715	15,399	410,907	18,000	1,079	19,079
75	1156	City of Greenwood	20	October 10, 2001	Dec 1, 2021	1.75%	62,111		4,612	4,519	52,980	4,651	220	4,871
77	1162	City of Trail	25	April 9, 2002	June 1, 2027	1.75%	1,697,948		56,572	50,102	1,591,274	64,800	3,884	68,684
79	1200	Beaver Valley Water Supply Utility	15	April 7, 2003	June 6, 2018	2.10%	209,891		37,074	29,505	143,312	16,800	1,289	18,089
81	1218	Beaver Valley Water Supply Utility	15	April 22, 2004	April 22, 2019	2.40%	614,925		83,416	59,254	472,255	43,200	8,285	51,485
81	1207	Village of Midway	20	April 22, 2004	April 22, 2024	2.40%	94,108		4,990	3,545	85,573	3,960	759	4,719
95	1281	City of Trail	20	October 13, 2005	October 13, 2025	1.80%	1,281,956		78,964	30,312	1,172,680	38,664	8,368	47,032
95	1276	Village of Midway	20	October 13, 2005	October 13, 2025	1.80%	98,594		6,073	2,332	90,189	2,974	644	3,618
102	1342	Columbia Pollution Control Plant	20	November 2, 2007	December 1, 2017	4.82%	141,848		50,807	18,726	72,315	29,402	2,417	31,819
102	1343	Regional Waste Management	10	November 2, 2007	December 1, 2017	4.82%	143,011		51,224	18,879	72,908	29,643	2,436	32,079
104	1388	City of Trail	20	Novermber 20, 2008	November 20, 2028	5.15%	1,249,094		57,089	18,036	1,173,969	87,550	9,834	97,384
104	1384	Grand Forks Aquatic Centre	20	Novermber 20, 2008	November 20, 2028	5.15%	1,102,141		50,372	15,915	1,035,854	77,250	8,677	85,927

ITEM ATTACHMENT # a)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SCHEDULE OF DEBENTURE DEBT

For the Year Ended December 31, 2016

MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA DEBENTURE ISSUES

SCHEDULE 4

		I									
							BALANCE		SINKING		BALANCE
MFA			TERM	DATE	DATE	INTEREST	OUTSTANDING	ISSUED	FUND	ACTUARIAL	OUTSTANDING
ISSUE	BYLAW	i	IN	OF	OF	RATE	AT	IN	DEPOSITS	ADDITIONS	AT
NO.	NO.	PURPOSE	YEARS	ISSUE	MATURITY		DECEMBER 31, 2015	2016	IN 2016	IN 2016	DECEMBER 31, 2016
106	1863	City of Grand Forks	10	October 13, 2009	October 13, 2019	4.13%	223,766		41,646	11,049	171,071
106	812	City of Greenwood	10	October 13, 2009	October 13, 2019	4.13%	58,179		10,827	2,873	44,479
110	1420	Greenwood Fire Service	25	April 8, 2010	April 8, 2035	4.50%	187,036		5,163	1,118	180,755
112	728	Village of Warfield	15	October 6, 2010	October 6, 2025	3.73%	1,094,253		74,912	16,230	1,003,111
112	1887	City of Grand Forks	15	October 6, 2010	October 6, 2025	3.73%	51,065		3,496	757	46,812
116	1421	Regional Waste Management	10	April 4, 2011	April 4, 2021	4.20%	969,462		124,936	21,222	823,304
117	2344	City of Rossland	20	October 12, 2011	October 12, 2031	3.25%	1,246,097		48,806	8,290	1,189,001
118	1449	Christina Lake Fire Service	15	April 11, 2012	April 11, 2027	3.40%	295,436		17,479	2,183	275,774
126	1873	City of Grand Forks	20	September 26, 2013	September 26, 2033	3.85%	1,636,559		59,001	4,814	1,572,744
126	2716	City of Trail	20	September 26, 2013	September 26, 2033	3.85%	2,312,153		83,357	6,802	2,221,994
127	1545	City of Rossland	30	April 7, 2014	April 7, 2044	3.30%	3,928,680		71,321	2,853	3,854,506
137	2775	City of Trail	25	April 19, 2016	April 19, 2041	2.60%		4,916,000			4,916,000
137	1572	East End Regionalized Sewer Utility	25	April 19, 2016	April 19, 2041	2.60%		7,200,000			7,200,000

INTEREST	ACCRUED	TOTAL
PAYMENTS	INTEREST	INTEREST
IN 2016	IN 2016	IN 2016
20,650	4,469	25,119
5,369	1,162	6,531
9,675	2,227	11,902
55,950	13,183	69,133
2,611	615	3,226
63,000	15,189	78,189
47,234	10,353	57,587
11,900	2,641	14,541
67,641	17,791	85,432
95,565	25,135	120,700
132,000	30,740	162,740
63,908	25,563	89,471
93,600	37,440	131,040

Total Balance Outstanding at Dec 31, 2016 30,961,102

principal repayments on existing long-term debt for the next five years and thereafter are estimated as follows:

next five years and thereafter are estimated as follows:

2017 1,899,228
2018 1,827,239
2019 1,826,516
2020 1,835,807
2021 1,702,278
Thereafter 22,070,034

Total future repayments 30,961,102

Page 2

ITEM ATTACHMENT # a)

ITEM ATTACHMENT # a)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY SCHEDULE OF TANGIBLE CAPITAL ASSETS For the Year Ended December 31, 2016

SCHEDULE 5

												En	gine	ered Structu	res			
					N	lachinery &		Land		Work In						Work In	2016	2015
		Land		Building		Equipment	lm	provements		Progress		Water		Sewer		Progress	Total	Total
COST																		
Opening Balance	\$	4,766,806	\$	25,859,236	\$	22,440,143	\$	3,375,094	\$	685,940	\$	8,383,526	\$	8,305,936	\$	58,543	73,875,224	\$ 72,346,685
Add: Additons		101,464		255,407		965,315		337,428		1,246,178		1,625,948		83,723		7,200,000	11,815,463	1,958,553
Less: Disposals or Write-downs		232		-		713,534		-		231,651		-				-	945,417	430,014
Closing Balance	_	4,868,038		26,114,643		22,691,924		3,712,522		1,700,467		10,009,474		8,389,659	_	7,258,543	84,745,270	73,875,224
ACCUMULATED AMORTIZATION																		
Opening Balance		-		10,043,856		13,708,079		1,226,093		-		2,156,543		6,490,560		-	33,625,131	31,745,806
Add: Additions		-		-		-		-				-		-		-	-	-
Add: Amortization		-		669,342		934,569		102,504		-		176,500		273,876		-	2,156,791	2,098,676
Less: Acc. Amortization on Disposals		-		-		530,839		-				-		-		-	530,839	219,351
Closing Balance		-		10,713,198		14,111,809		1,328,597				2,333,043		6,764,436		-	35,251,083	33,625,131
Net Book Value for year ended December 31, 2016																		
December 31, 2016	\$	4,868,038	\$	15,401,445	\$	8,580,115	\$	2,383,925	\$	1,700,467	\$	7,676,431	\$	1,625,223	\$	7,258,543	\$ 49,494,187	
Net Book Value, year ended	•	4.700.000		45.045.000		0.700.00		0.110.001	•	005.040	•	0.000.000	•	1 045 070	•	50.540		40.050.000
December 31, 2015	\$	4,766,806	ቕ	15,815,380	\$	8,732,064	\$	2,149,001	\$	685,940	\$	6,226,983	Ъ	1,815,376	<u>\$</u>	58,543		\$ 40,250,093

Note: Included in Machinery & Equipment is \$3,794,752 of leased Tangible Capital Assets with accumulated amortization to date of \$1,389,445

REGIONAL DISTRICT OF KOOTENAY BOUNDARY SCHEDULE OF SEGMENTED INFORMATION December 31, 2016

SCHEDULE 6

		Environmental Health	General Government		Recreation and Cultural	Transportation	
	Development Services	Services	Services	Protective Services	Services	Services	Total
Revenue							
From Own Sources:	0.440		0.000.070	10.000	40.404	0.004	0.440.450
Grants in lieu of taxes	2,413	11,441	2,069,270	13,826	12,181	3,024	2,112,156
Services provided to other governments		95,000	281,968	14,029			390,997
Sale of services	30,840	3,007,545		7,302	1,075,739	378,211	4,499,637
Other revenue	8,065	1,504,799	397,232	96,454	527,710	-	2,534,260
Gain on disposal of assets		35,232		7,879			43,110
Transfers from:	-	-	-	-	-	-	-
Electoral area tax levy	865,410	1,818,280	717,378	3,343,398	2,698,947	355,355	9,798,768
Member municipalities	264,611	2,909,351	276,185	3,113,567	1,929,039	858,503	9,351,256
Other governments	10,000	303,903	239,658	394,271	-	-	947,832
	1,181,339	9,685,551	3,981,691	6,990,726	6,243,616	1,595,093	29,678,017
Expenses							
Salaries and benefits	572,647	1,760,918	1,196,835	3,939,634	2,124,543	-	9,594,577
Office and supplies	106,841	50,293	45,707	84,232	144,474	-	431,547
Insurance	-	49,855	94,975	112,911	62,760	-	320,501
Director remuneration and expense	-	· -	424,758		· -	-	424,758
Utilities	-	209.743	35,973	209,319	362,501	16,496	834,033
Professional fees	19,339	13,487	368,149	538	-	-	401,513
Equipment rentals	-	27.134	31,023	111	-	_	58,157
Repair and maintenance		785,212	21,394	527.070	336.605	-	1,670,281
Vehicle	12.875	34,158	15,544	257,359	38.344	_	358,280
Contracted services	307.725	2,369,920	48.225	560.476	694,711	1,516,727	5,497,783
Travel and training	10,058	2,632	105,852	276,836	17,427	.,,.	412,805
Grants to other programs	-	2,002	387,677	10,873	1,119,092	_	1,517,642
Miscellaneous	71,390	191,867	(542,780)	338,542	123,517	87,228	269,764
Transfers to local governments	71,000	423,162	(042,700)	167,180	443,794	07,220	1,034,137
Provision for landfill liability		156.129		107,100	440,704		156.130
1 Tovision for landin liability	1,100,875	6,074,509	2,233,334	6,484,971	5,467,769	1,620,451	22,981,908
	-			•		•	
Debt interest and fiscal services	-	334,594	9,615	18,189	86,011	-	448,409
Loss on disposal of assets				173,174			173,174
Amortization expense	28,461	973,151	106,821	568,220	480,137	-	2,156,791
Total operating expenses	1,129,337	7,382,255	2,349,770	7,244,554	6,033,918	1,620,451	25,760,283
Annual Surplus (Deficit)	52.003	2,303,296	1,631,921	(253,828)	209.698	(25,358)	3,917,734

ITEM ATTACHMENT # a)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS

FOR THE

YEAR ENDED DECEMBER 31, 2016

·		RY	UE FUND CIAL POSITION 2016	REGIONAL DISTRICT OF KO GENERAL REVEN STATEMENT OF FINAN December 31 Unaudite
2015	_	2016		ASSETS
447,558 7,341,325 298,687 450,031 196,591 8,135 1,171,079 225,568	\$ -	480,921 8,613,276 903,292 212,809 256,280 10,271 1,286,962 231,420 11,995,231	\$ 	Cash Short Term Investments (Note 3) Accounts Receivable Accounts Receivable from Senior Government Accounts Receivable from Local Government Inventories Municipal Finance Authority Debt Reserve Fund (Note 4) Prepaid Expenses
10,138,974	\$ _	19,202 3,863 12,018,296	\$ <u></u>	Advance to Beaver Valley Water Revenue Fund Advance to Boundary Transit Utility Fund
			s	LIABILITII
1,076,629 357,454 262,699 482,678 172,000 1,953,914 4,567,269 941,315 229,764	\$ -	1,520,883 387,561 95,581 544,595 184,000 2,189,625 4,723,399 1,055,769 231,193	\$ 	Accounts Payable Accounts Payable to Senior Government Accounts Payable to Local Government Deferred Revenue Accrued Employee Sick Leave Community Works (Gas Tax) Landfill closure and Post closure costs accruals Municipal Finance Authority Debt Reserve Fund: (Note 4) -Member Municipalities -Regional District
1,748 44,539 - 11,319 35,295 488,452 1,907 69,860 45,264 13,979 470,950 3,375 11,230,408	\$ ₌	1,748 44,446 12,188 37,786 488,452 1,907 43,895 	\$	Advance from General Capital Fund Advance from Beaver Valley Water Utility Revenue Fund Advance from Christina Lake Water Utility Revenue Fund Advance from Columbia Gardens Water Utility Revenue Fund Advance from Rivervale Water Utility Revenue Fund Advance from Beaver Valley Water Utility Capital Fund Advance from Columbia Gardens Water Utility Capital Fund Advance from East End Transit Utility Revenue Fund Advance from Boundary Transit Utility Revenue Fund Advance from Oasis/Rivervale Sewer Utility Revenue Fund Advance from Columbia Sewer Treatment Utility Revenue Fund Advance from Columbia Sewer Treatment Utility Capital Fund
			DEFICIT)	FUND SURPLUS
(1,091,434) 10,138,974	\$ _	(37,565) 12,018,296	\$ <u></u>	Net Surplus (Deficit)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY GENERAL REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	-	2016 Budget		2016 Actual	2015 Actual
Grants in lieu of taxes Services provided to other governments Sale of Services Other revenue Transfers from:	\$	1,249,192 754,504 3,834,503 2,537,077	\$	2,103,736 749,995 3,866,101 2,311,518	\$ 1,538,831 932,045 3,828,815 2,209,891
-Electoral area tax levy -Member municipalities -Other governments -Reserve fund -Capital fund		9,268,711 6,597,411 1,048,627 3,700,579 488,954		9,271,459 6,594,663 947,832 2,683,936 365,190	9,201,933 6,566,027 1,312,190 807,904 295,767
- Debenture Issue - Equity Capital	_			1,421,331	1,383,345
		29,479,558		30,315,761	28,076,748
EXPENDITURE Salaries and benefits Office and supplies Debt charges - principal Debt charges - interest Insurance Director remuneration and expense Board fee Utilities Professional fees	\$	9,547,266 571,913 399,981 226,121 305,699 521,989 (133,770) 743,979 590,436	\$	9,642,683 439,761 399,979 207,091 291,824 424,758 (119,350) 678,015 388,113	\$ 9,591,385 455,583 627,311 240,445 269,652 432,828 (85,274) 685,659 336,963
Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training		72,224 1,683,250 725,729 3,922,827 484,501		58,157 1,403,520 684,218 3,655,345 430,145	69,678 1,613,724 568,240 3,888,796 400,598
Grants to other programs Miscellaneous Expenditures capitalized Amortization Expense Transfers to:		3,328,957 373,548 3,461,942		2,881,748 249,433 2,514,763 1,421,331	2,409,084 155,902 1,372,736 1,383,345
Reserve fund local governments		2,568,856 1,382,296		2,475,604 978,625	1,875,337 973,699
	-	30,777,744	•	29,105,763	27,265,691
EXCESS REVENUE (EXPENDITURE)	-		•		
BEFORE LANDFILL CLOSURE COSTS PROVISIONS	\$	(1,298,186)	\$	1,209,998	\$ 811,057
Provision for Landfill Closure and Post Closure Cost		(76,600)		(156,129)	(142,883)
SURPLUS (DEFICIT) BEGINNING OF YEAR		(1,081,860)		(1,091,434)	(1,759,608)
SURPLUS (DEFICIT) END OF YEAR	\$	(2,456,646)	\$	(37,565)	\$ (1,091,434)

	Page 27
REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
GENERAL CAPITAL FUND	

GENERAL CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

ASSETS

	_	2016	_	2015
Cash		-		-
Capital Assets		-		-
Land	\$	4,523,810	\$	4,523,810
Buildings Accumulated Amortization	_	21,859,782 (8,139,572) 13,720,210	<u>-</u>	21,614,075 (7,591,825) 14,022,250
Machinery and Equipment Accumulated Amortization	_	18,491,575 (11,580,107) 6,911,468	<u>-</u>	18,298,135 (11,339,868) 6,958,267
Land Improvements Accumulated Amortization	_	3,712,522 (1,328,598) 2,383,924	<u>-</u>	3,375,094 (1,226,094) 2,149,000
Work in Progress		1,700,466		685,940
Due From General Revenue Fund		1,748		1,748
Debenture Debt Recoverable from Local Governments (Note 5)		20,684,622		16,728,879
	\$	49,926,248	\$	45,069,894
			_	

LIABILITIES AND EQUITY IN CAPITAL ASSETS

Payables

Beaver Valley Water Utility Capital Fund	\$	1,550	\$ 1,550
Municipal Finance Authority - Liabiities Under Agreement Municipal Finance Authority - LUA - Equipment Financing Other Loan Agreeements		381,800 362,085 114,532	511,893 131,114 135,243
Debenture Debt		23,073,220	19,425,968
Lease Agreements		702,371	1,073,231
Reserve for future capital expenditures		2,477	2,477
Equity in capital assets		25,288,213	 23,788,417
	\$	49,926,248	\$ 45,069,894
Reserve for future capital expenditures	\$	2,477 25,288,213	\$ 2,47

REGIONAL DISTRICT OF KOOTENAY BOUNDARY GENERAL RESERVE FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

Page 28

ASSETS

Assets:		2016	_	2015
Assets: Cash in Bank	\$	_	\$	85,023
Money Market Fund Investment MFA of BC	*	7,017	•	6,653
Intermediate Fund Investment MFA of BC		4,010,883		-
Investment CIBC		-		2,092,970
Short Term Investment CIBC		-		71,112
Investments Reserve Fund		5,133,640		6,613,279
Short Term Investments Reserve Fund (1 year)		84,994		
Term Deposit Heritage Savings & Credit Union		1,031,546		1,008,786
Accrued Interest Receivable		9,725		58,305
Total Assets	\$	10,277,805	\$	9,936,130
LIABILITIES A	ND FUND BALANCES			
Fund Balances:				
Total General Government & Others	\$	2,359,338	\$	3,043,657
Total Protective Services		1,565,709		2,506,023
Total Recreation & Culture		1,169,354		1,108,006
Total Environmental Health Services		3,568,489		2,131,224
Total Water & Sewer Utilities		1,097,693		708,594
Total Transit Services	27	517,222		438,626
otal Fund Balances	\$	10,277,805	\$	9,936,130
Total Liabilities & Fund Balances	·	10,277,805		9,936,130

REGIONAL DISTRICT OF KOOTENAY BOUNDARY GENERAL RESERVE FUND STATEMENT OF SOURCES AND APPLICATION OF FUNDS DECEMBER 31, 2016 Unaudited

	2015	Interest	Transfer To Reserves	Transfer From Reserves	2016
RESERVE FUNDS	-				
General Government & Others:					
	\$ 2,875,829	33,356	525,678	1,273,033	2,161,830
Electoral Area Administration	22,000	25	55,000	-	77,025
Boundary Economic Development	45,773	404	-	-	46,177
East End Economic Development	8,251	73	-	-	8,324
Planning & Development	43,824	405	5,000	20,000	29,229
Big White Steet Lighting	34,862	328		5,803	29,387
Beaverdell Street Lighting	13,118	140	7,000	12,892	7,366
Protective Services:	00.400	400	5 000		07.000
Beaverdell Fire Protection	22,192	168	5,300	-	27,660
Big White Fire Protection	1,232,286	11,851	-	1,059,999	184,139
Building Inspection	101,890	1,575	45.000	-	103,465
Christina Lake Fire Protection	138,882 217,215	1,172	15,000	10,000 21,034	145,054
Emergency Communications (9-1-1)	151,811	1,886 485	36,815	113,502	198,067 75,609
Emergency Preparedness Grand Forks Rural Fire Service	398,519	3,167	67,000	20,000	448,686
Greenwood Rural Fire Service	9,141	51	-	20,000	9,192
Police Based Victims' Assistance	17,496	156	_		17,652
Kootenay Boundary Regional Fire & Rescue	216,589	1,459	204,275	66,137	356,186
Recreation & Culture:	210,000	1,400	204,270	00,107	000,100
Area 'B' Parks & Trails	73.387	611	11,500	5.000	80.498
Area 'C' Parks & Trails	143,972	1,190	20,000	-	165,162
Area 'D' Parks & Trails	26,444		7,500	_	34,129
Area 'E' Parks & Trails	26,477	193	4,999	-	31,669
Beaver Valley Parks & Trails	107,566	972	-	7,000	101,538
Beaver Valley Arena	19,000	165	-	-	19,165
Boundary Area Recreation	1,383	8	-	-	1,391
Christina Lake Recreation	36,828	311	4,000	-	41,139
Christina Lake Recreation Facilities	26,515	207	-	-	26,722
Grand Forks Aquatic Centre	109,449	934	10,000	5,000	115,383
Grand Forks Arena	185,664	1,551	25,001	-	212,216
Grand Forks Curling Rink	16,244	143	2,004	-	18,391
Greater Trail Community & Arts Centre	335,079	2,873	9,000	25,000	321,952
Environmental Health Services:					
Big White Noise Control	46,007	374	-	-	46,381
Mosquito Control Area D & GF		(85)	30,000	-	29,915
Christina Lake Milfoil Control	9,468	(35)	42,500	-	51,933
Composting Facility Operation	1,249	7		-	1,256
East End Cemeteries	52,217	225	85,000	-	137,442
Greenwood, Area 'E' Cemeteries	40,178	342	-	-	40,520
Regional Refuse Equipment	1,982,105	15,441	1,303,033	39,537	3,261,042
Water & Sewer Utilties:	440.004	400	044.444	00.000	004 007
Beaver Valley Water Utility	110,094	422	211,111	20,000	301,627
Christina Lake Water Utility	11 105	_	9,575	-	9,575
Columbia Gardens Water Utility Columbia Pollution Control	11,485 467,313	109 3,582	4,600 194,499	34,925	16,194 630,469
Oasis/Rivervale Sewer	467,313 29,757	3,582 257	9,001	34,925	39,016
Rivervale Water & Street Lighting Utility	29,757 89,945	728	23,389	13,250	100,812
Transit Services	09,940	120	23,369	13,230	100,012
East End Transit Services	438,626	3,662	52,000	_	494,288
Boundary Transit	-30,020	(65)	23,000	-	22,935
_ 3aaa.		(55)	_0,000		,000
	\$ 9,936,130	91,008	3,002,780	2,752,112	10,277,806
	Ψ 3,330,130	31,000	5,002,700	۷,۱ ۵۷,۱ ۱۷	10,277,000

REGIONAL DISTRICT OF KOOTENAY BOUNDARY
COLUMBIA SEWER TREATMENT UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2016
Unaudited

ASSETS

	_	2016	_	2015
Municipal Finance Authority debt reserve (Note 4)	\$	214,784	\$	26,913
Due from Sewer Utility Capital Fund		8,350		8,350
Advance to General Revenue Fund		477,981	_	470,949
	\$	701,115	\$ <u></u>	506,212
LIABILITIES				
Municipal Finance Authority debt reserve fund (Note 4)	\$	214,785	\$	26,913
Accrued Interest Payable		39,856		2,417
		254,641		29,330
FUND SURPLUS (DEFICIT)				
Fund surplus (deficit)		446,474		476,882
•	\$	701,115	\$	506,212

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA SEWER TREATMENT UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

	2016 Budget		2016 Actual		2015 Actual
REVENUE					
Sale of services Proceeds from sale of assets	\$ 20,000	\$	72,828	\$	23,365
Grants in lieu of taxes Other revenue from own source	4,001 28,767		4,941 28,767		4,327 25,792
Transfers from: member municipalities transfer from Equity	1,557,889		1,557,890 404,386		1,545,032 392,423
reserve fund	50,000		34,925		6,663
capital fund	7,128,000		7,128,000		-
	\$ 8,788,657	\$	9,231,737	\$	1,997,602
EXPENDITURE Salaries and benefits Debt charges - principal Debt charges - interest Insurance	\$ 446,353 50,807 216,602 16,523		417,484 50,808 181,318 16,523	\$	361,616 50,808 29,402 16,434
Board Fee	44,667		44,667		43,875
Utilities	180,618		157,295		140,291
Vehicle	27,700		27,726		17,632
Contracted services Miscellaneous	125,000 40,150		75,429 6,270		52,449 19,006
Operator fee and operating costs	507,620		339,715		425,509
Disposal permit	18,000		17,138		17,289
Amortization Expense	7.007.000		404,386		392,423
Expenditures Capitalized Transfer to Reserve fund	7,397,000 194,500		7,328,887 194,500		69,122 220,555
Transfer to Trood To Tana			10 1,000		220,000
	9,265,540	•	9,262,146	•	1,856,411
EXCESS REVENUE (EXPENDITURE)	(476,883)		(30,409)		141,191
SURPLUS (DEFICIT) BEGINNING	476,883		476,882		335,691
SURPLUS (DEFICIT) ENDING	\$	\$	446,474	\$	476,882

REGIONAL DISTRICT OF KOO OASIS/RIVERVALE SEWER UTIL STATEMENT OF FINANC December 31, 2 Unaudited ASSETS	LITY REVENUE FUND CIAL POSITION 2016
	2016 2015
Accounts receivable	\$ 2,069 \$ 3,267
Due from general revenue fund	11,479 13,979
Accounts receivable from other governments	
	13,548 17,246
Advance to Oasis/Rivervale Sewer Utility Capital Fund	410 410
LIABILITIES FUND SURPLUS (DEFICI	\$ 13,958 \$ 17,656 \$ \$
Fund surplus (deficit)	\$ 13,958 \$ 17,656 \$ 13,958 \$ 17,656

REGIONAL DISTRICT OF KOOTENAY BOUNDARY OASIS/RIVERVALE SEWER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	<u>-</u>	2016 Budget	=	2016 Actual	=	2015 Actual
Sale of services Transfer from Reserve Fund Electoral Area Tax Levy Miscellaneous Revenue Transfer from Equity	\$ _ \$ _	30,504 5,000 30,534 85,000 - 151,038	\$ - \$_	30,115 - 30,534 - 48,448 109,097	\$ - \$_	30,580 20,931 31,003 90,000 48,448 220,962
EXPENDITURE						
Debt charges Insurance Board fee Utilities Repair and maintenance Capital Miscellaneous Amortization Expense Transfer to CPCP operating fund Transfer to Reserve fund		861 4,975 5,700 26,891 90,000 2,500 - 28,767 9,000 168,694	\$ - \$_	861 4,975 5,298 13,233 - 2,213 48,448 28,767 9,000 112,795	\$ - \$_	859 4,880 5,645 20,135 110,931 2,297 48,448 25,792 8,446 227,433
EXCESS REVENUE (EXPENDITURE)	\$	(17,656)	\$	(3,698)	\$	(6,471)
SURPLUS (DEFICIT) BEGINNING	-	17,656	-	17,656	-	24,127
SURPLUS (DEFICIT) ENDING	\$ ₌		\$ _	13,958	\$ _	17,656

REGIONAL DISTRICT OF KOOTENAY BOUNDARY MILL ROAD SANITARY SEWER SERVICE UTILITY REVENUE FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

ASSETS

	 2016		2015
Accounts receivable	\$ -	\$	-
Due from general revenue fund	-		-
Accounts receivable from other governments	 		
Advance to Oasis/Rivervale Sewer Utility Capital Fund	 <u>-</u>	_	-
LIABILITIES			
Advance from General Revenue Fund Deferred Revenue - Mill Road Collection System FUND SURPLUS (DEFICIT)	\$ 	\$	-
Fund surplus (deficit)	\$ 	\$	
	\$ 	\$	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY MILL ROAD SANITARY SEWER SERVICE UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

Sale of services		2016 Budget	2016 Actual	2015 Actual
Transfer from Reserve Fund - </th <th>REVENUE</th> <th></th> <th></th> <th></th>	REVENUE			
Board fee	Transfer from Reserve Fund Conditional transfers from Electoral Area	\$ - - -	\$ - - - -	\$ - - - -
\$ - \$ - \$ - EXCESS REVENUE (EXPENDITURE) \$ - \$ - \$ -	Board fee Utilities Contracted services Repair and maintenance Consultant fees Capital Miscellaneous Amortization Expense Transfer to CPCP operating fund	-		-
	EXCESS REVENUE (EXPENDITURE)		\$ -	\$ <u>-</u>
		<u> </u>		\$ -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA SEWER TREATMENT UTILITY CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	2016	2015
SEWER CAPITA	L FUND ASSETS	
Capital assets		
Land	\$ 92,245	57,013
Buildings	2,985,945	2,976,245
Accumulated Depreciation	<u>(2,137,956)</u> 847,989	<u>(2,044,591)</u> 931,654
	<u> </u>	
Machinery & Equipment Accumulated Depreciation	2,421,178 (1,601,703)	2,421,177 (1,519,000)
Accumulated Depreciation	819,475	902,177
Engineered Structures	7,110,136	7,026,413
Accumulated Depreciation	(5,691,703)	(5,463,385)
	1,418,433	1,563,028
Work in Progress	7,258,547	58,547
Due From General Revenue Fund	3,373	3,373
TOTAL ASSETS	\$ 10,440,062	\$ 3,515,792
SEWER CAPITAL FUND	LIABILITIES AND EQUITY	
Debenture Debt (Note 6)	\$ 7,272,315	\$ 141,848
	. , ,	,
Due to Sewer Utility Revenue Fund	8,350	8,350
Equity in Capital assets	3,159,397	3,365,594
	\$10,440,062	\$ 3,515,792

REGIONAL DISTRICT OF KOOT OASIS/RIVERVALE SEWER UTI STATEMENT OF FINANCI December 31, 2 Unaudited	ILITY CAPITAL FUND IAL POSITION 2016	Page 37
	2016	2015
ASSETS		
Buildings Accumulated Depreciation	\$ 24,439 (21,506) 2,933	\$ 24,439 (21,018) 3,421
Machinery & Equipment Accumulated Depreciation	90,485 (30,447) 60,038.51	90,485 (28,045) 62,440
Engineered Structures Accumulated Depreciation	1,279,523 (1,072,733) 206,790	1,279,523 (1,027,175) 252,348
TOTAL ASSETS	\$ 269,761	\$ 318,209
LIABILITY AND EQUITY	×	
Payables		
Oasis/Rivervale Sewer Utility Revenue Fund	\$ 410	\$ 410
Equity in capital assets	269,351	317,799
TOTAL LIABILITY AND EQUITY	\$ <u>269,761</u>	\$ 318,209

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BEAVER VALLEY WATER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2016
Unaudited

ASSETS

	2016	2015
Accounts Receivable from other governments	\$ 8,034	\$ 8,916
Municipal Finance Authority debt reserve fund (Note 4)	141,699	140,570
Advance to General Revenue Fund	-	44,539
Due From Beaver Valley Water Utility Capital Fund	236,567	236,567
	\$386,300	\$ 430,592



Fund surplus (deficit)	\$127,588_	\$ 201,228
	\$386,300_	\$430,592_

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BEAVER VALLEY WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE Sale of services Grants in lieu of taxes Transfer From Reserve Fund Transfer From Equity Electoral area tax levy Member municipalities	* - - \$ _	2016 Budget 339,321 463 20,000 136,800 340,200 836,784	\$ 	2016 Actual 353,433 453 20,000 215,346 137,250 340,200 1,066,682	\$	2015 Actual 343,899 463 30,563 213,161 136,800 352,350 1,077,236
EXPENDITURE						
Salaries and benefits Debt charges - principal Debt charges - interest Insurance Board fee Utitilies Miscellaneous Water licence Purification & treatment Transmission & Distribution Pumping Hydrant Maintenance Repairs and Maintenance Expenditures Capitalized Amortization Expense Transfers to reserve fund Transfers to local governments	\$ 	45,000 120,490 60,000 8,177 24,595 2,900 54,550 950 278,314 45,500 28,725 14,000 35,950 100,000 211,111 7,750	\$ 	41,577 120,490 60,000 8,177 24,595 2,972 61,229 1,271 255,720 26,711 29,654 7,979 11,104 54,636 215,346 211,111 7,750	\$ - \$	41,187 120,490 60,000 8,169 24,173 2,843 92,077 791 248,825 24,043 27,146 14,474 12,345 13,264 213,161 17,087 7,750
EXCESS REVENUE (EXPENDITURE)	\$	(201,228)	\$	(73,640)	\$	149,411
SURPLUS (DEFICIT) BEGINNING		201,228	_	201,228	-	51,817
SURPLUS (DEFICIT) ENDING	\$ _		\$_	127,588	\$	201,228

	REGIONAL DISTRICT OF KOOT COLUMBIA GARDENS WATER UTI STATEMENT OF FINANCI December 31, 2 Unaudited	ILITY REVENUE FUND AL POSITION	Page 40
Advance to General Revenue Fund	ASSETS	2016 \$ 12,188 \$ 12,188	2015 \$ 11,319 \$ 11,319
Fund surplus (deficit)	LIABILITIES AND FUND SURPLUS	\$ (DEFICIT) \$ 12,188 \$ 12,188	\$11,319 \$11,319

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA GARDENS WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	-	2016 Budget	_	2016 Actual	_	2015 Actual
Sale of Services Conditional transfers from electoral area tax levy Other Revenue Transfer From Equity	\$	4,489 19,752 7,000	\$	7,187 19,752 7,000 52,754	\$	4,384 19,718 12,600 52,754
	\$ _	31,241	\$_	86,693	\$_	89,456
EXPENDITURE						
Insurance Board Fee Utilities Operations and Maintenance Amortization Expense Contribution to Reserve	\$	2,918 2,099 6,300 26,643 4,600	\$	2,918 2,099 5,691 17,762 52,754 4,600	\$	2,914 2,060 6,147 18,016 52,754 9,700
	\$	42,560	\$_	85,824	\$_	91,591
	•					
EXCESS REVENUE (EXPENDITURE)	\$	(11,319)	\$	869	\$	(2,135)
SURPLUS (DEFICIT) BEGINNING	-	13,454	_	11,319	_	13,454
SURPLUS (DEFICIT) ENDING	\$	2,135	\$ _	12,188	\$ _	11,319

REGIONAL DISTRICT OF KO RIVERVALE WATER & STREET LIGH STATEMENT OF FINAN December 31 Unaudite	TING UTILITY REVENUE FUND NCIAL POSITION 1, 2016	Page 42
ASSETS		
	2016	2015
Advance to General Revenue Fund Accounts Receivable - Rivervale Water Users	\$ 37,786 2,598	\$ 35,295 5,638
	\$ <u>40,384</u>	\$40,933_
LIABILITIES AND FUND SURPL	.US (DEFICIT)	
Fund surplus (deficit)	\$ 40,384 \$ 40,384	\$ 40,933 \$ 40,933
OR-IA		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY RIVERVALE WATER & STREET LIGHTING UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	2016 <u>Budg</u> e	et _	2016 Actual	_	2015 Actual
Sale of Services Miscellaneous Transfer From Equity Transfer From Reserve Fund Transfer From Capital Fund	\$ 168,2 15,0 45,0		168,557 - 14,526 13,250 35,882	\$	165,585 14,517 8,545 -
	\$228,2	<u>53</u> \$ _	232,215	\$_	188,647
Insurance Board Fee Utilities Professional Fees Operations and Maintenance Interest Expense Debt charges - principal Capital Expenditure Amortization Expense Contribution to Reserve	7,4 6,7 2,5 159,5	50 00 75 40 60 00 -	198 7,474 1,698 13,400 136,197 - 35,882 14,526 23,389	\$ - \$_	196 7,330 6,611 128,895 - 14,417 8,545 12,000
EXCESS REVENUE (EXPENDITURE)	\$ (40,9	33) \$	(549)	\$	10,653
SURPLUS (DEFICIT) BEGINNING	40,9	33	40,933	_	30,280
SURPLUS (DEFICIT) ENDING	\$	<u>-</u> \$	40,384	\$	40,933

REGIONAL DISTRICT OF KOOTENAY BOUNDARY CHRISTINA LAKE WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

ASSETS

	_	2016	-	2015
Cash	\$	32,076	\$	-
Investments		453,286		-
Inventory		500		-
Advance to General Revenue Fund		44,446		-
Accounts Receivable	_	15,750	-	
	\$	546,057	\$	

LIABILITIES AND FUND SURPLUS (DEFICIT)

Accounts Payable Fund surplus (deficit)	\$	695 545,362	\$ -
	\$_	546,057	\$ -

REGIONAL DISTRICT OF KOOTENAY BOUNDARY CHRISTINA LAKE WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	20 [,] Bud		2016 Actual	_	2015 Actual
Miscellaneous Transfer From Capital Fund	\$ 	\$	1,476,605 729,728	\$	
	\$	\$	2,206,333	\$_	-
EXPENDITURE					
Operations and Maintenance Capital Expenditure	\$	\$	1,200 1,659,771	\$	
	\$	- 3	1,660,971	\$_	
	OK				
EXCESS REVENUE (EXPENDITURE)	\$	- \$	545,362	\$	-
SURPLUS (DEFICIT) BEGINNING			-	-	
SURPLUS (DEFICIT) ENDING	\$	<u> </u>	545,362	\$	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BEAVER VALLEY WATER UTILITY CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	ASSETS	2016	_	2015
Receivable General Revenue Fund General Capital Fund	•	488,452 1,550 490,002	\$_	488,452 1,550 490,002
Non Financial Assets Land		150,074		150,074
Buildings Accumulated Depreciation		1,030,653 (355,217) 675,436	_	1,030,653 (334,604) 696,049
Machinery and Equipment Accumulated Depreciation		1,255,926 (799,921) 456,005	_	1,255,926 (742,018) 513,908
Engineered Structures Accumulated Depreciation		6,510,121 (2,001,753) 4,508,368	<u>-</u>	6,455,485 (1,864,924) 4,590,561
		6,279,885	\$ <u>_</u>	6,440,594
	LIABILITY AND EQUITY			
Due to Water Utility Revenue Fund Debenture Debt (Note 6)		236,567	\$	236,568
Issued by MFA		615,567		824,816
Equity in Capital Assets		5,427,751	-	5,379,210
	\$	6,279,885	\$_	6,440,594

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA GARDENS WATER UTILITY CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

Page 4	17
--------	----

			2016		2015
	ASSETS				
Non Financial Assets Land		\$	5,707		5,707
Buildings Accumulated Depreciation		_	199,174 (46,474) 152,700	-	199,174 (39,835) 159,339
Machinery & Equipment Accumulated Depreciation			328,731 (76,704) 252,027	•	328,731 (65,746) 262,985
Engineered Structures Accumulated Depreciation		_	1,757,872 (270,219) 1,487,653	-	1,757,871 (235,061) 1,522,810
Advance to General Revenue Fund			1,907		1,907
		\$	1,899,994	\$	1,952,748
	LIABILITY AND EQUITY				
Equity in Capital Assets		\$	1,899,994		1,952,748
		\$	1,899,994	\$	1,952,748

REGIONAL DISTRICT OF KOOTENAY BOUNDARY RIVERVALE WATER & STREET LIGHTING UTILITY - CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	ASSETS	-	2016	_	2015
	ASSETS				
Non Financial Assets Land		\$	30,200	\$	30,200
Buildings Accumulated Depreciation		-	14,650 (12,473) 2,177		14,650 (11,984) 2,666
Machinery & Equipment Accumulated Depreciation		-	81,570 (22,927) 58,643	_	45,688 (13,402) 32,286
Engineered Structures Accumulated Depreciation		·-	170,169.83 (61,070.33) 109,099.50	=	170,170 (56,558) 113,612
		\$	200,120	\$ 	178,764
	LIABILITY AND EQUITY				
Equipment Financing		\$	32,988	\$	-
Equity in Capital Assets			167,132		178,764
	•	\$	200,120	\$	178,764

REGIONAL DISTRICT OF KOOTENAY BOUNDARY CHRISTINA LAKE WATER UTILITY STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	ASSETS	2016		2015
Non Financial Assets Land	\$	66,000		-
Machinery and Equipment Accumulated Depreciation		22,459		-
Engineered Structures Accumulated Depreciation		22,459 1,571,311	-	-
		1,571,311	\$	-
	\$ LIABILITY AND EQU	1,659,770	.	
Debenture Debt	\$	729,728	\$	-
Equity in Capital Assets		930,042		
	\$	1,659,770	\$	

	REGIONAL DISTRICT OF EAST END TRANSIT UT STATEMENT OF FIN December Unaud ASSETS	ILITY REVENUE FUND IANCIAL POSITION · 31, 2016	Page 50
		2016	2015
Advance to General Revenue Fun	nd	\$ 43,895	\$ 69,860
		\$ 43,895	\$ 69,860
Fund Surplus (Deficit)	LIABILITIES AND FUND SUR	\$ 43,895 \\ \$ \qquad	\$ 69,860 \$ 69,860

REGIONAL DISTRICT OF KOOTENAY BOUNDARY EAST END TRANSIT UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	_	2016 Budget	2016 Actual	2015 Actual
Sales of services Grants in lieu of taxes Conditional transfers from electoral area tax levy Conditional transfers from member municipalities	\$ _	382,920 2,500 320,049 838,227	\$ 368,802 2,880 320,302 837,974	\$ 358,676 3,004 326,481 832,566
	\$_	1,543,696	\$ 1,529,958	\$ 1,520,727
EXPENDITURE Contracted services Board fee Transfer To Reserves Miscellaneous	\$ - \$_	1,500,852 48,507 52,000 12,363 1,613,722	\$ 1,442,499 48,507 52,000 12,917 1,555,923	\$ 1,446,752 47,650 32,000 21,412 1,547,814
EXCESS REVENUE (EXPENDITURE) SURPLUS (DEFICIT) BEGINNING SURPLUS (DEFICIT) ENDING	\$ _ \$_	(70,026) 70,026	\$ (25,965) 69,860 43,895	\$ (27,087) 96,947 69,860

BOUNDARY T STATEME	STRICT OF KOOTENAY BOUNDARY FRANSIT UTILITY REVENUE FUND ENT OF FINANCIAL POSITION December 31, 2016 Unaudited	Page 52
	ASSETS	
	2016	2015
Advance to General Revenue Fund	\$ <u>-</u>	\$ 45,264
	\$ <u> </u>	\$ 45,264
LIABILITIES AND I	FUND SURPLUS (DEFICIT)	
Due To General Revenue Fund Fund surplus (deficit)	\$ 3,864 (3,864)	\$ 45,264
	\$ <u> </u>	\$45,264

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BOUNDARY TRANSIT UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	_	2016 Budget	=	2016 Actual	=	2015 Actual
Sale of Services Grants in lieu of taxes Conditional transfers from electoral area tax levy Conditional transfers from member municipalities	\$	9,738 100 23,802 25,185	\$_	9,409 144 19,471 20,529	\$_	9,085 263 23,301 25,804
	\$_	58,825	\$	49,553	\$	58,453
EXPENDITURE Contracted services Board fee Transfer to Reserves	\$ _	79,636 1,453 23,000 104,089	\$ - \$_	74,228 1,453 23,000 98,681	\$ - \$_	58,231 1,426 - 59,657
EXCESS REVENUE (EXPENDITURE) SURPLUS (DEFICIT) BEGINNING	\$	(45,264) 45,264	\$_	(49,128) 45,264	\$_	(1,204) 46,468
SURPLUS (DEFICIT) ENDING	\$_		\$_	(3,864)	\$_	45,264

REVENUE		2016 Budget General Government Services 001		2016 Actual General Government Services 001
1 Grants in lieu of taxes	\$	1,223,559	\$	2,068,573
2 Services provided to other governments				
3 Sale of services Proceeds from sale of assets		30,153		30,003
4 Other revenue		234,549		261,668
Transfers from: 5 electoral area tax levy		259,083		259,247
6 member municipalities		273,378		273,214
7 other governments		196,862		199,658
8 reserve fund		1,317,033		1,273,033
9 capital fund		1,317,033		1,273,033
debenture issue		_		_
10 equity account		_		106,821
- Company account	\$,
		3,534,617	\$	4,472,217
EXPENDITURE				
11 Salaries and benefits	\$	1,242,992		1,196,835
12 Office and supplies	Ψ	72,200		35,462
13 Debt charges - principal		72,200		33,402
14 Debt charges - interest		25,000		9,615
15 Debt charges - lease		20,000		5,010
16 Insurance		110,027		94,975
17 Director remuneration and expense		372,767		315,689
18 Board fee		(631,168)		(616,747)
19 Utilities		32,000		34,670
20 Professional fees		493,886		368,149
21 Equipment rentals		35,808		31,023
22 Repair and maintenance		147,688		105,608
23 Vehicle		28,384		15,329
24 Contracted services		6,250		8,063
25 Travel and training		40,101		56,258
26 Grants to other programs		1,283,033		1,280,033
27 Miscellaneous		60,996		67,013
28 Expenditures capitalized		178,000		65,139
Amortization expense		-		106,821
Transfers to:				
29 Reserve fund 30 local governments		518,690		522,641
g-/				
	\$	4,016,654	\$	3,696,576
EXCESS REVENUE (EXPENDITURE)		(482,037)		775,641
SURPLUS (DEFICIT) BEGINNING OF YEAR		482,037	-	482,037
SURPLUS (DEFICIT) END OF YEAR	\$		\$	1,257,678

	2016 Actua Building and Plumbing Inspectior 004		2016 Budget Building and Plumbing Inspection 004		2016 Actual Electoral Area Grant-in Aid 003		2016 Budget Electoral Area Grant-in Aid 003		2016 Actual Electoral Area Administration 002		016 Budget Electoral Area dministration 002	
· 1	1,87	\$	1,500	\$		\$		\$	686	\$	500	\$
-	1,68	Ψ	2,500	Ψ	_	Ψ	_	Ψ	281,968	Ψ	295,000	Ψ
0			500									
					-		-		040.044		040.044	
	433,85 313,90		433,857 313,900		239,808		239,808		213,611 -		213,611 -	
-			-		-		-		40,000		40,000	
-			-		-		-		-		-	
9	20,17	_	-	-	-	_	-	-			-	_
5	771,49	\$ _	752,257	\$ _	239,808	\$ _	239,808	\$	536,265	\$	549,111	\$
				•	$\langle \cdot \rangle$	6						
	680,48 11,07	\$	677,269 17,830	\$		\$	·	\$	- 10,245	\$	- 10,500	\$
-			-		-				-		-	
-			-		-				-		-	
-			-		-				109,070		- 149,222	
	26,24		26,246		8,908		8,908		18,531		18,531	
	13,28 53		14,500 5,000		-		-		-		-	
-			3,500		-		-		-		-	
	59,74 20,25		64,988 24,950		-		-		20,299		20,085	
-	20,23		2 4 ,350 -						40,162		45,000	
	9,39		16,535						49,594		70,808	
-			-		198,399		280,076		241,806		250,000	
-			-		-		-		-		-	
-	20,17											
9	53	_	538	_	- -	_	<u>-</u>	-	55,000		55,000	
		\$_	851,356	\$_	207,307	\$_	288,984	\$	544,707	\$	619,146	\$
8	841,73						(49,176)		(8,442)		(70,035)	
88 80	841,73 (70,23	_	(99,099)		32,501							
8 8 85		_	(99,099) 99,099	_	32,501 49,175	_	49,176		70,035		70,035	_

REVI	ENUE		2016 Budget Planning and Development 005		2016 Actual Planning and Development 005
1	Grants in lieu of taxes	\$	1,000	\$	1,283
2	Services provided to other governments		-		-
3	Sale of services		28,500		30,840
4	Proceeds from sale of assets Other revenue		1,000		8,065
7	Transfers from:		1,000		0,000
5	electoral area tax levy		630,381		630,433
6	member municipalities		100,365		100,313
7	other governments		-		-
8	reserve fund		20,000		20,000
9	capital fund		-		-
10	debenture issue equity account		-		- 28,461
10	equity account				20,401
		\$	781,246	\$	819,395
EXPE	ENDITURE Salaries and benefits	\$	615,366	\$	572,647
12	Office and supplies	Þ	26,589	Ф	21,841
13	Debt charges - principal		20,369		21,041
14	Debt charges - interest		_		-
15	Debt charges - lease		-		-
16	Insurance		-		-
17	Director remuneration and expense				
18	Board fee		44,514		44,514
19 20	Utilities Professional fees		10,000		- 7,831
21	Equipment rentals		-		7,001
22	Repair and maintenance		60,906		60,287
23	Vehicle		12,875		12,875
24	Contracted services		43,270		40,421
25	Travel and training		13,000		9,977
26 27	Grants to other programs Miscellaneous		-		- 13,626
28	Expenditures capitalized		-		13,020
20	Amortization expense				28,461
	Transfers to:				,
29	Reserve fund		5,539		5,539
30	local governments				
		\$	832,059	\$	818,019
EXC	ESS REVENUE (EXPENDITURE)		(50,813)		1,376
SURI	PLUS (DEFICIT) BEGINNING OF YEAR		50,813		50,813
SURI	PLUS (DEFICIT) END OF YEAR	\$		\$	52,189

Pan	Р	57	
- ay	┖	J1	

2016 Budget Feasibility Studies 006		2016 Actual Feasibility Studies 006	٧	2016 Budget Police Based /ictims' Services 009	V	2016 Actual Police Based /ictims' Services 009	;	2016 Budget Area C Economic Dev. 077	2016 Actual Area C Economic Dev. 077	
\$ 101 - -	\$	11 - -	\$	150 - -	\$	158 - -	\$	-	\$ 353	1 2 3
				-						4
2,815 2,969 - -		2,814 2,971 - -		18,084 47,360 48,227 1,500		18,096 47,348 48,279		104,766	104,766	5 6 7 8 9
										10
\$ 5,885	\$	5,796	\$	115,321	\$	113,881	\$	104,766	\$ 105,119	
\$ - - -	\$	- -	\$	111,601 1,740	\$	64,833 226	\$	89,000	\$ 89,000	11 12 13
- - -		- - -		O,		- - -				14 15 16
1,504 - -		1,504 - -		1,350 2,220		1,351 1,548		1,351	1,351	17 18 19 20
-		-		-		-				21
-		-		-		-				23 24
-		-		4,750		609				25
40,000		102		-		-		37,000		26 27
-		-		-		-				28
- -	•	- -	•			<u>-</u>		<u>.</u>	-	29 30
\$ 41,504	\$	1,606	\$	121,661	\$	68,567	\$	127,351	\$ 90,351	
(35,619)		4,190		(6,340)		45,314		(22,585)	14,768	
35,619		35,619		6,340		6,149		22,585	22,585	
\$ 	\$	39,809	\$		\$	51,463	\$		\$ 37,352	

REVENUE	2016 Budget Solid Waste Management 010	2016 Actual Solid Waste Management 010
1 Grants in lieu of taxes	\$ 2,000	\$ 3,503
Services provided to other governmentsSale of services	2,445,236	2,436,887
Proceeds from sale of assets Other revenue	1,280,033	1,299,902
Transfers from: 5 electoral area tax levy	610,876	611,247
6 member municipalities	644,571	644,200
7 other governments	250,000	226,227
8 reserve fund	910,000	39,537
9 capital fund debenture issue	30,000	-
10 equity account	_	234,877
10 Equity account		204,011
	\$ 6,172,716	\$ 5,496,380
EXPENDITURE		
11 Salaries and benefits	\$ 1,037,981	\$ 1,095,104
12 Office and supplies	79,919	54,007
13 Debt charges - principal	176,161	176,160
14 Debt charges - interest	92,644	92,643
15 Debt charges - lease	-	-
16 Insurance	19,779	20,438
17 Director remuneration and expense	FO CO4	-
18 Board fee 19 Utilities	50,691 40,909	50,691 35,008
20 Professional fees	50,000	35,006 87
21 Equipment rentals	25,694	21,929
22 Repair and maintenance	312,135	234,319
23 Vehicle	512,105	204,010
24 Contracted services	1,152,221	1,214,111
25 Travel and training	23,985	19,163
26 Grants to other programs	· -	· -
27 Miscellaneous	-	
28 Expenditures capitalized	1,129,000	153,100
Amortization expense		234,877
Transfers to:		
29 Reserve fund 30 local governments	1,303,033	1,303,033
30 local governments		
	\$ 5,494,152	\$ 4,704,670
EVOCOO DEVENUE (EVDENDITUDE)		
EXCESS REVENUE (EXPENDITURE) BEFORE LANDFILL CLOSURE COST PROVISION	678,564	791,710
Provision for Landfill Closure Cost Provision	(76,600)	(156,129)
SURPLUS (DEFICIT) BEGINNING OF YEAR	(3,058,610)	(3,058,610)
SURPLUS (DEFICIT) END OF YEAR	\$ (2,456,646)	\$ (2,423,029)

	2016 Budget Emergency Preparedness 012		2016 Actual Emergency Preparedness 012	C	2016 Budget 9-1-1 Emergency Communications 015	(2016 Actual 9-1-1 Emergency Communications 015		2016 Budget Greater Trail Community Centre 018		2016 Actual Greater Trail Community Centre 018	
\$	800	\$	785	\$	750	\$	865	\$	1,500	\$	1,763	1
	-		-		-		-		598,019		648,446	2 3
	30,406		36,964		-		-		496,918		355,433	4
	136,675 118,904 100,000 106,972 73,000		136,059 119,520 (1,046) 113,502 68,133		151,846 160,223 347,038 40,000		151,937 160,132 347,038 21,033		195,899 513,068 - 25,000		196,052 512,915 - 25,000	5 6 7 8 9
-	-		16,273				35,909				141,358	10
\$_	566,757	\$	490,190	\$	699,857	\$	716,914	\$	1,830,404	\$	1,880,967	
\$	149,869	\$	149,869	\$	358,998	•	358,998	\$	490,837	\$	515,747	11
Ψ	6,100 -	Ψ	2,735 -	Ą	1,750	Ψ		Ψ	15,225 40,169 2,622	Ψ	22,427 40,169 1,986	12 13 14
	-		-		1,530		1,530		27,368		27,383	15 16 17
	5,237 1,960 20,000		5,237 2,723		16,211 100,321		16,211 86,641		16,689 104,128		16,689 94,360	18 19 20
	6,555 16,871 34,493 9,142 123,500		2,306 2,387 25,006 4,079 24,254		84,903 - 111,923 4,060		72,098 - 110,914 15		86,232 14,680 240,953 1,000 592,481		94,255 12,327 282,551 4,115 446,825	21 23 24 25 26
	111,972 83,000		113,657 68,133 16,273		40,000		21,033 35,909		17,748 200,000 -		17,749 200,719 141,358	27 28
_	30,406		36,815 		<u>-</u> _				9,000		9,000	29 30
\$_	599,105		453,474	\$	719,696		703,349	\$	1,859,132	\$	1,927,660	
	(32,348)		36,716		(19,839)		13,565		(28,728)		(46,693)	
-	32,348		32,348		19,839		19,839		28,728		28,279	
\$_		\$	69,064	\$		\$	33,404	\$		\$	(18,414)	

REVI	ENUE		2016 Budget Beaver Valley Arena 020-011		2016 Actual Beaver Valley Arena 020-011
1	Grants in lieu of taxes	\$	200	\$	366
2	Services provided to other governments		-		-
3	Sale of services		157,849		162,202
4	Proceeds from sale of assets Other revenue		2,071		1,834
4	Transfers from:		2,071		1,034
5	electoral area tax levy		228,928		229,019
6	member municipalities		109,202		109,111
7	other governments		-		-
8	reserve fund		-		-
9	capital fund		-		-
	debenture issue		-		
10	equity account				50,636
		\$	498,250	\$	553,168
EXPE	ENDITURE				
11	Salaries and benefits	\$	289,296	\$	291,351
12	Office and supplies	•	41,930	۳	26,492
13	Debt charges - principal		-		20, 102
14	Debt charges - interest		-		
15	Debt charges - lease				
16	Insurance		10,855		11,690
17	Director remuneration and expense				
18	Board fee		12,543		12,543
19 20	Utilities Professional fees		74,697		82,521
21	Equipment rentals		-		
22	Repair and maintenance		75,561		74,844
23	Vehicle		14,417		12,040
24	Contracted services		14,288		12,952
25	Travel and training		2,071		4,708
26	Grants to other programs		-		-
27	Miscellaneous		-		-
28	Expenditures capitalized		-		-
	Amortization expense Transfers to:		-		50,636
29	Reserve fund		_		_
30	local governments		<u>-</u>		-
00	ioda governmente				
		\$	535,658	\$	579,777
EXC	ESS REVENUE (EXPENDITURE)		(37,408)		(26,609)
SURI	PLUS (DEFICIT) BEGINNING OF YEAR		37,408		37,408
SURI	PLUS (DEFICIT) END OF YEAR	\$		\$	10,799

Page 61

	2016 Budget Beaver Valley Recreation 020-013		2016 Actual Beaver Valley Recreation 020-013		2016 Budget Area 'B' Parks & Trails 014		2016 Actual Area 'B' Parks & Trails 014
\$	_	\$	202	\$	450	\$	469
φ	-	Ψ	-	Ψ	-	Ψ	-
	35,565		24,805		-		-
	2,139		2,050		-		8,632
	128,049		128,099		244,332		244,332
	61,081		61,031		-		-
	-		-		5,000		5,000
	-		-		-		-
			-				16,671
\$	226,834	\$	216,187	\$	249,782	\$	275,104
•		٠.		·		•	
\$	163,026	\$	158,868	\$	`	\$	-
	23,287		22,815			X	-
	-		-		3,793		3,080
	-		-		0,,00		-
	-		-				-
	- 11,569		11 560		11,569		11 560
	3,832		11,569 4,316		760		11,569 659
	-		-		-		-
	-		-		-		-
	10,927 3,881		22,171 4,798		-		-
	-		-		-		-
	-		150		-		-
	-		-		231,772		140,191
	-		-		-		-
	-		-		-		16,671
	-		-		11,500		11,500
	-	•					
\$	216,522	\$	224,687	\$	259,394	\$	183,670
	10,312		(8,500)		(9,612)		91,434
	(10,312)	•	(10,312)		9,612		9,612
\$		\$	(18,812)	\$		\$	101,046

DEV	ENU IS	2016 Budget Recreation Commission Grand Forks & Electoral Area 'D'		2016 Actual Recreation Commission Grand Forks & Electoral Area 'D'
KEVI	ENUE	021		021
			_	
1 2	Grants in lieu of taxes Services provided to other governments	\$ 750	\$	1,654
3	Sale of services	68,960		67,594
Ŭ	Proceeds from sale of assets	00,000		07,001
4	Other revenue	2,000		4,153
	Transfers from:			
5	electoral area tax levy	188,977		189,168
6 7	member municipalities other governments	238,677		238,486
8	reserve fund	-		-
9	capital fund	-		-
	debenture issue	-		-
10	equity account			2,672
		\$ 499,364	\$	503,727
EXPE	ENDITURE			
11	Salaries and benefits	\$ 398,959	\$	407,265
12	Office and supplies	29,840		30,270
13	Debt charges - principal	8,017		8,017
14 15	Debt charges - interest Debt charges - lease	524		396
16	Insurance	66		66
17	Director remuneration and expense	-		-
18	Board fee	11,569		11,569
19	Utilities	7,880		6,929
20 21	Professional fees Equipment rentals	-		-
22	Repair and maintenance	3,000		1,286
23	Vehicle	4,088		4,097
24	Contracted services	-		-
25	Travel and training	9,250		8,304
26	Grants to other programs	20,000		20,000
27 28	Miscellaneous Expenditures capitalized	_		-
20	Amortization expense			2,672
	Transfers to:			,-
29	Reserve fund	-		-
30	local governments			<u> </u>
		\$ 493,193	\$	500,871
EXC	ESS REVENUE (EXPENDITURE)	6,171		2,856
SURI	PLUS (DEFICIT) BEGINNING OF YEAR	(6,171)		(6,171)
SURI	PLUS (DEFICIT) END OF YEAR	\$ 	\$	(3,315)

											F
 (2016 Budget Recreation Commission Greenwood Midway & Area 'E' 022		2016 Actual Recreation Commission Greenwood Midway & Area 'E' 022		2016 Budget Recreation Commission Electoral Area 'C' Christina Lake 023		2016 Actual Recreation Commission Electoral Area 'C' Christina Lake 023		2016 Budget Recreation Facilities Electoral Area 'C' Christina Lake 024		2016 Actual Recreation Facilities Electoral Area 'C' Christina Lake 024
\$	_	\$	292	\$	200	\$	170	\$	-	\$	65
·	-	·		•	14,490	·	11,692	·	-	·	-
	_		_		1,500		1,138		_		_
	39,458		39,793		53,299		53,299		40,000		40,000
	21,213		20,878		-		-				
	-		-		-		-		-		-
	-		-		-		-		-		-
	-		-								3,520
\$ <u></u>	60,671	\$	60,963	\$	69,489	\$	66,299	\$	40,000	\$	43,585
\$	<u>-</u>	\$	-	\$	13,263	\$	11,140	\$	-	\$	-
	16,000		8,412		22,319	7	14,152 -		-		-
	-		-				-		-		-
	-		-		V -		-		-		-
	1,351		1,351		1,351		1,351		1,351		1,351
	-		-		-		-		-		-
	-		-		-		-		-		-
	-		-		32,000		32,000		-		-
	- 14,100		- 23,998		500		150		- 48,696		- 44,398
	-		-		-		-		-		-
	_		_		_		-		-		3,520
_	- 32,510		- 32,510		4,000		4,000				
\$_	63,961	\$	66,271	\$	73,433	\$	62,793	\$	50,047	\$	49,269
	(3,290)		(5,308)		(3,944)		3,506		(10,047)		(5,684)
_	3,290		3,290		3,944		3,944		10,047		10,047

REVENUE	-	2016 Budget Grand Forks & District Arena 030	2016 Actual Grand Forks & District Arena 030
1 Grants in lieu of taxes	\$	1,000	\$ 1,836
 Services provided to other governments Sale of services 		- 125,181	- 119,665
Proceeds from sale of assets 4 Other revenue		5,500	13,557
Transfers from:		5,500	13,337
5 electoral area tax levy6 member municipalities		134,525 285,865	134,525 285,865
7 other governments		-	-
8 reserve fund 9 capital fund		-	-
debenture issue		-	<u> </u>
10 equity account	•		86,410
	\$	552,071	\$ 641,858
EXPENDITURE			
11 Salaries and benefits	\$	301,598	\$ 308,524
12 Office and supplies 13 Debt charges - principal		6,500 14,552	6,199 14,552
14 Debt charges - interest		747	517
15 Debt charges - lease 16 Insurance		- 11,756	- 11,771
17 Director remuneration and expense		-	-
18 Board fee 19 Utilities		11,227 82,980	11,227 77,153
20 Professional fees		-	-
21 Equipment rentals22 Repair and maintenance		97,324	- 87,831
23 Vehicle		-	-
24 Contracted services 25 Travel and training		17,000	16,924
26 Grants to other programs		-	-
27 Miscellaneous28 Expenditures capitalized		40,375	- 22,913
Amortization expense		-	86,410
Transfers to: 29 Reserve fund		25,000	25,000
30 local governments		<u> </u>	
	\$	609,059	\$ 669,021
EXCESS REVENUE (EXPENDITURE)		(56,988)	(27,163)
SURPLUS (DEFICIT) BEGINNING OF YEAR		56,988	56,988
SURPLUS (DEFICIT) END OF YEAR	\$	-	\$ 29,825

วก	$\alpha \alpha$. 65	

	2016 Budget Grand Forks & District Curling Rink 031		2016 Actual Grand Forks & District Curling Rink 031		2016 Budget Grand Forks & District Aquatic Facility 040		2016 Actual Grand Forks & District Aquatic Facility 040		Grand Forks & District Aquatic Facility		2016 Budget Regional Fire Protection East End 050		2016 Actual Regional Fire Protection East End 050	
\$	100	\$	124	\$	1,000	\$	2,119	\$	10,000	\$	8,086	1		
•	-	*	-	•	-	*	-,	•	372,504	•	373,027	2		
	2,500		2,500		139,600		146,795		157,717		157,717	3		
	-		-		30,000		33,718		25,202		58,263	4		
	23,163		23,188		257,055		257,338		898,774		899,486	5		
	11,837		11,812		324,660		324,377		2,353,941		2,353,229	6 7		
	-		-		50,000		5,000		66,137		66,137	8		
	-		-		-		-		285,954		297,057	9		
_			33,661				- 59,950				288,372	10		
\$	37,600	\$	71,285	\$	802,315	\$	829,297	\$	4,170,229	\$	4,501,374			
						•								
					•									
\$	-	\$	-	\$	373,337	\$	374,066	\$, ,	\$	2,612,994	11		
	21,428		- 21,428		12,240 86,300	7	13,707 86,300		39,502		15,480 -	12 13		
	1,746		1,170		79,856		78,861		-		-	14		
	4,922		- 4,922		6,825		- 6,825		63,709		63,904	15 16		
	· -		-				-		· -		· -	17		
	2,208		2,208		15,354 103,876		15,353 95,549		111,758 95,824		111,757 79,454	18 19		
	-		-					-		20				
	9,980		12,208		- 38,120		32,506		- 382,865		- 281,914	21		
	9,960		12,206	435,670							407,672	23		
	-		-		18,573		21,215		407.240		-	24		
	-		-		-		-		197,349 -		189,964 -	25 26		
			-									27		
	5,000 -		33,661		84,375 -		22,075 59,950		358,907 -		354,472 288,372	28		
_	2,004		2,004		10,000		10,000		205,146 86,462		206,235 83,583	29 30		
\$_	47,288	\$	77,601	\$	828,856	\$	816,407	\$	4,438,707	\$	4,695,801			
	(9,688)		(6,316)		(26,541)		12,890		(268,478)		(194,427)			
-	9,688		9,688		26,541		26,539		268,478		268,478			
\$_		\$	3,372	\$		\$	39,429	\$		\$	74,051			

REVI	ENUE		2016 Budget Christina Lake Fire Protection 051		2016 Actual Christina Lake Fire Protection 051		2016 Budget Grand Forks Rural Fire Protection 057		2016 Actual Grand Forks Rural Fire Protection 057
1	Grants in lieu of taxes	\$	900	\$	1,139	\$	-	\$	60
2	Services provided to other governments Sale of services		-		:		-		-
4	Proceeds from sale of assets Other revenue		99		_		_		
	Transfers from:				242.222		-		250 202
5 6	electoral area tax levy member municipalities		312,386		312,386		356,323		356,323
7 8	other governments reserve fund		10,000		10,000		20,000		20,000
9	capital fund debenture issue		-						
10	equity account			_	44,022	_		-	74,934
		\$	323,385	\$	367,547	\$_	376,323	\$	451,317
EXPE	ENDITURE								
11	Salaries and benefits	\$	81,128	\$	76,692	\$		\$	-
12 13	Office and supplies Debt charges - principal		27,096 17,480		29,926 17,479				-
14	Debt charges - interest		11,900		11,900				
15 16	Debt charges - lease Insurance		40,972		40.277				-
17	Director remuneration and expense		40,972		40,377				
18 19	Board fee Utilities		13,753 15,550		13,753 12,389		13,562		13,562
20	Professional fees		15,550		12,309				
21 22	Equipment rentals Repair and maintenance		24,702		17,058				-
23	Vehicle	\wedge	44,568		44,562				-
24 25	Contracted services Travel and training		37,300		34,816		256,381		227,969
26	Grants to other programs		-		-		40.000		-
27 28	Miscellaneous Expenditures capitalized		20,000		12,571		10,000 60,000		405
	Amortization expense Transfers to:		-		44,022				74,934
29 30	Reserve fund local governments		15,000	_	15,000	_	67,000	_	67,000
		\$	349,449	\$	370,545	\$_	406,943	\$ _	383,870
EXC	SS REVENUE (EXPENDITURE)		(26,064))	(2,998)		(30,620)		67,447
SUR	PLUS (DEFICIT) BEGINNING OF YEAR		26,064	_	26,064	_	30,620	-	30,620
SUR	PLUS (DEFICIT) END OF YEAR	\$		\$	23,066	\$		\$	98,067

	I										
	2016 Actual Big White Fire Service 054		2016 Budget Big White Fire Service 054	_	2016 Actual Beaverdell Fire Service 053	2016 Budget Beaverdell Fire Service 053		2016 Actual Greenwood Rural Fire Service 056		2016 Budget Greenwood Rural Fire Service 056	
		\$	-	\$	\$ -	-	\$	-	\$	-	\$
			-		-	-		-			
7	19,027		7,000		1,800	1,500		-			
	865,029		865,029		45,371	45,371		18,851		18,851	
	-		· -		- -	-		-		· -	
0	1,060,000		1,060,000		-	-		-		-	
2	72,122		_		10,605	-		_		_	
	2,016,178	\$	1,932,029	\$	\$ 57,776	46,871	\$	18,851	\$	18,851	\$
	499,13 [,] 15,549	\$	512,333 20,100	\$	\$ 1,536 7,737	2,000 9,900	\$	-	\$	-	\$
	,.				5,163	5,163		-		-	
	369		369		- 5,845	6,168		-		-	
	12,942		- 12,942		- 1,351	1,351		- 1,351		- 1,351	
٥	29,979		37,000		· -			-		-	
	123,710		122,356		7,034	9,000				-	
•	111,72		83,920 2,500		4,296	10,000		17,500		17,500	
	30,705		41,150		7,249	9,500		· -		· -	
4	1,234,314 72,122		7,444 1,066,000 -		9,675 10,605	9,675 -		-		-	
	83,597		105,000 94,567		5,300	5,000		-		-	
	2,214,139	\$	2,105,681	\$	\$ 65,791	67,757	\$	18,851	\$	18,851	\$
	(197,96	_	(173,652)	=	(8,015)	(20,886)	_	-	=	-	•
	173,652		173,652		20,886	20,886		-		-	
	(24,309	\$	-,	-		-,	_		_		

REVENUE	Midwa Er	16 Budget ay/Beaverdell nergency onse Area 'E' 055		2016 Actual Midway/Beaverdell Emergency Response Area 'E' 055
1 Grants in lieu of taxes	\$	-	\$	83
2 Services provided to other governments		-		-
3 Sale of services Proceeds from sale of assets		-		-
4 Other revenue		-		-
Transfers from:		4.000		4.000
5 electoral area tax levy6 member municipalities		4,868 4,868		4,868 4,868
7 other governments				-
8 reserve fund		-		=
9 capital fund debenture issue		-		-
10 equity account				<u> </u>
	\$	9,736	\$	9,819
EXPENDITURE				
11 Salaries and benefits	\$	-	\$	_
12 Office and supplies		-		=
13 Debt charges - principal 14 Debt charges - interest		-		-
14 Debt charges - interest 15 Debt charges - lease		_		-
16 Insurance		-		-
17 Director remuneration and expense		-		-
18 Board fee 19 Utilities		-		-
20 Professional fees		-		-
21 Equipment rentals		-		-
22 Repair and maintenance 23 Vehicle		-		-
24 Contracted services		6,000		6,000
25 Travel and training		-		-
26 Grants to other programs 27 Miscellaneous		6,000		-
28 Expenditures capitalized		-		=
Amortization expense Transfers to:				
29 Reserve fund		_		_
30 local governments		-		<u>-</u>
	\$	12,000	\$	6,000
EXCESS REVENUE (EXPENDITURE)		(2,264)		3,819
SURPLUS (DEFICIT) BEGINNING OF YEAR		2,264	•	2,264
SURPLUS (DEFICIT) END OF YEAR	\$		\$	6,083

2016 Actual Animal Control Boundary 071		2016 Budget Animal Control Boundary 071		2016 Actual Animal Control East End 070		2016 Budget Animal Control East End 070		2016 Actual Refuse Collection Big White 064		2016 Budget Refuse Collection Big White 064	-
473	\$	104	\$	302	\$	155	\$	-	\$	-	\$
11,26		8,448		1,508		1,785		-		-	
		-		-		-		-		-	
77,63° 44,054		77,530 44,155 -		23,505 70,516 -		23,505 70,516 -		212,911 - -		212,911 - -	
•						-		-		- -	
5,804	_		-	<u>-</u> _	-				-		-
139,222	\$ <u>_</u>	130,237	\$	95,831	\$	95,961	\$	212,911	\$	212,911	\$
4.54	\$	-	\$		\$	-	\$	6,582	\$	6,595	\$
1,546 20,711 6,289		2,040 20,711 6,289		461 - -	J	306		10,000 633		10,000 1,000	
887		510		-				740 -		740	
4,074		4,074		4,074		4,074		5,241 1,780		5,241 2,485	
9,120		9,265		-		-		- - 11 116		- - 11,500	
102,665		9,265 - 103,200		- - 89,244		91,034		11,116 - 174,159		11,500 - 164,740	
		-		-		-		-			
5.00		-		-		816 -		43		200	
5,804		-		-		-		-		-	
	_		-		-		•		-		-
151,096	\$ _	146,089	\$	93,779	\$	96,230	\$	210,294	\$	202,501	\$
(11,874		(15,852)		2,052		(269)		2,617		10,410	
15,852 3,97 8	\$	15,852	\$	269 2,321	-	269		(10,410)	-	(10,410)	\$

REV	ENUE	-	2016 Budget Security Services Big White 074		2016 Actual Security Services Big White 074
1	Grants in lieu of taxes	\$	104	\$	_
2	Services provided to other governments	•	-	•	_
3	Sale of services		-		-
	Proceeds from sale of assets				
4	Other revenue		-		-
_	Transfers from:		000 000		000 000
5 6	electoral area tax levy member municipalities		223,380		223,380
7	other governments		-		-
8	reserve fund		_		_
9	capital fund		_		_
	debenture issue		-		-
10	equity account	-	-	_	-
		\$ ₌	223,484	\$	223,380
EXP	ENDITURE	•			
11	Salaries and benefits	\$	12,000	\$	7,376
12	Office and supplies		· -		· -
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16	Insurance		-		-
17 18	Director remuneration and expense Board fee		4,584		4,584
19	Utilities		-,504		-,504
20	Professional fees		-		-
21	Equipment rentals		-		-
22	Repair and maintenance		-		-
23	Vehicle		-		-
24 25	Contracted services Travel and training		226,167		217,695
26	Grants to other programs		-		-
27	Miscellaneous		9,000		4,023
28	Expenditures capitalized		-		-
	Amortization expense				
	Transfers to:				
29	Reserve fund		-		-
30	local governments	-		-	
		\$ _	251,751	\$	233,678
EXC	ESS REVENUE (EXPENDITURE)		(28,267)		(10,298)
SUR	PLUS (DEFICIT) BEGINNING OF YEAR	-	28,267	-	28,267
SUR	PLUS (DEFICIT) END OF YEAR	\$ __	-	\$	17,969

	2016 Actua Noxious Wee Control Columbia Gardens 090	2016 Budget Noxious Weed Control Columbia Gardens 090	2016 Actual Mosquito Control Christina Lake 081		2016 Budget Mosquito Control Christina Lake 081	2016 Actual Mosquito Control Grand Forks & Area 'D' 080	2016 Budget Mosquito Control Grand Forks & Area 'D' 080	
6	26	\$ 24	\$ 95	\$	-	\$ 235	\$ -	\$
-		20,000	-		-	-	- -	
-	-	-	-		-	-	-	
-	21,177	21,177	28,088		28,088	28,617 35,207	28,538 35,286	
	13,000	13,000	-		-	-	- -	
	-	-	-		-	-	-	
·	34,203	\$ 54,201	\$ 28,183	\$	28,088	\$ 64,059	\$ 63,824	\$
	921 - - - -	\$ 977 - - - -	\$ 1,185	*	1,257	\$ 6,846 - - - -	\$ 7,260 - - - -	\$
	- 1,351	1,351	1,963		1,963	3,125	3,125	
	, - -	, - - - -	, , , , , , , , , , , , , , , , , , ,		· · · - · · · · · · · · · · · · · · · ·	, - - - -	, - - -	
:	41,462 -	54,932 -	17,200 - -		36,000 - -	55,099 -	90,000	
	-	-	228		-	685 -	4,000	
	<u> </u>	<u>-</u>	<u>-</u>		<u>-</u>	30,000	30,000	
<u>ı</u>	43,734	\$ 57,260	\$ 20,576	\$	39,220	\$ 95,755	\$ 134,385	\$
)	(9,531	(3,059)	7,607		(11,132)	(31,696)	(70,561)	
)	3,059	3,059	11,132		11,132	70,561	70,561	
2)	(6,472	\$ 	\$ 18,739	\$	_	\$ 38,865	\$ _	\$

REVI	ENUE		2016 Budget Noxious Weed Control Christina Lake Milfoil 091	2016 Actual Noxious Weed Control Christina Lake Milfoil 091
1	Grants in lieu of taxes	\$	75	\$ 967
2	Services provided to other governments		-	-
3	Sale of services		-	-
4	Proceeds from sale of assets Other revenue		_	1,325
7	Transfers from:			1,323
5	electoral area tax levy		288,489	288,489
6	member municipalities		-	-
7	other governments		-	-
8 9	reserve fund capital fund		100,000	-
9	debenture issue		100,000	-
10	equity account			2,073
		\$	388,564	\$ 292,854
EXP	ENDITURE	·		
11	Salaries and benefits	\$	169,424	\$ 178,578
12	Office and supplies		-	-
13	Debt charges - principal		-	-
14	Debt charges - interest		-	-
15 16	Debt charges - lease Insurance		-	-
17	Director remuneration and expense		-	-
18	Board fee		1,855	1,855
19	Utilities		-	-
20	Professional fees		-	-
21 22	Equipment rentals Repair and maintenance		7,222 40.768	5,205
23	Vehicle		5,100	14,235 6,432
24	Contracted services		-	
25	Travel and training		2,500	809
26	Grants to other programs		-	-
27 28	Miscellaneous Expenditures capitalized		20,085 100,000	2,664
20	Amortization expense		100,000	2,073
20	Transfers to:		40.500	40.500
29 30	Reserve fund local governments		42,500 -	42,500
		\$	389,454	\$ 254,351
EXC	ESS REVENUE (EXPENDITURE)		(890)	38,503
SURI	PLUS (DEFICIT) BEGINNING OF YEAR		890	890
SURI	PLUS (DEFICIT) END OF YEAR	\$	<u>-</u>	\$ 39,393

2016 Budget Noxious Weed Control Electoral Areas 'D' & 'E' 092		2016 Actual Noxious Weed Control Electoral Areas 'D' & 'E' 092		2016 Budget Street Lighting Big White 101		2016 Actual Street Lighting Big White 101	
\$ 20	\$	47	\$	-	\$	-	;
67,000 18,000		95,000 12,500		-		-	
50		-		-		-	
76,344		76,344		15,582		15,582	
36,500		64,676		9,000		5,803	
-		-		-		-	
		742			-	-	
\$ 197,914	\$	249,309	\$	24,582	\$_	21,385	
\$ 5,584	\$	5,265	\$	1	\$;
-		-			7	-	
-		-	•			-	
- 1,351		- 1,351		1,351		- 1,351	
-		-		20,000		16,496	
-		-		-		-	
- 198,400		- 235,854		-		-	
· -		, - -		-		-	
		-		-		-	
-		742					
-					-		
	_	243,212	\$	21,351	\$	17,847	;
\$ 205,335	\$						
\$ (7,421)	\$	6,097		3,231		3,538	
\$ (7,421) 7,421	\$		\$	3,231 (3,231)	\$	3,538 (3,231) 307	

REV	ENUE		2016 Budget House Numbering Electoral Areas 'A' & 'C' 120		2016 Actual House Numbering Electoral Areas 'A' & 'C' 120
1	Grants in lieu of taxes	\$	_	\$	12
2	Services provided to other governments	Ψ	_	φ	12
3	Sale of services		-		_
	Proceeds from sale of assets				
4	Other revenue		-		-
_	Transfers from:		F 007		E 007
5 6	electoral area tax levy member municipalities		5,987		5,987
7	other governments		-		-
8	reserve fund		-		-
9	capital fund		-		-
	debenture issue		-		-
10	equity account				
		\$	5,987	\$	5,999
EXP	ENDITURE	•			
11	Salaries and benefits	\$	_	\$	_
12	Office and supplies	•	-	•	-
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16 17	Insurance Director remuneration and expense		-		-
18	Board fee		-		-
19	Utilities		-		-
20	Professional fees		4,500		4,500
21	Equipment rentals		-		-
22 23	Repair and maintenance Vehicle		-		-
24	Contracted services		-		-
25	Travel and training		-		-
26	Grants to other programs		-		-
27	Miscellaneous		1,500		1,500
28	Expenditures capitalized Amortization expense		-		-
	Transfers to:				
29	Reserve fund		-		-
30	local governments				
		\$	6,000	\$	6,000
EXC	ESS REVENUE (EXPENDITURE)		(13)		(1)
SUR	PLUS (DEFICIT) BEGINNING OF YEAR		13		13
SUR	PLUS (DEFICIT) END OF YEAR	\$		\$	12

2016 Actua House Numbering Electoral Area 'E' 123		2016 Budget House Numbering Electoral Area 'E' 123	2016 Actual House Numbering Electoral Area 'B' 122	2016 Budget House Numbering Electoral Area 'B' 122	-	2016 Actual House Numbering Electoral Area 'D' 121		2016 Budget House Numbering Electoral Area 'D' 121	
:	\$	-	\$ \$ 6	-	\$	1	\$	-	\$
		-	-	-		-		-	
		-	-	-		-		-	
3,00		3,000	2,995	2,995		2,999		2,999	
		-	-	-		-		-	
		-	-	-		-		-	
	-					<u>-</u> ,	_		
3,00	\$	3,000	\$ - 3,001	2,995	\$	3,000	\$	2,999	\$
	\$	-	\$ -	_	\$	-	\$	-	\$
		-	-	(2		-		-	
		-	-			-		-	
		-	-			-		-	
		-	-	-					
2,250		2,250	2,250	2,250		2,250		2,250	
		-	-	-		-		-	
		-	=	-		-		_	
750		- 750	- - 750	- 750		- - 750		- - 750	
750		-	-	-		-		-	
	-		-	<u>-</u>	•	<u>-</u>	-	<u>-</u>	
3,000	\$	3,000	\$ \$	3,000	\$	3,000	\$ _	3,000	\$
:		-	1	(5)		(0)		(1)	
(-		5	5		1_	-	1_	
;	\$	_	\$ \$6_	-	\$	1	\$	-	\$

REVE	ENUE		2016 Budget Grand Forks & Electoral Areas 'C' & 'D' Library 140		2016 Actual Grand Forks & Electoral Areas 'C' & 'D' Library 140
1	Grants in lieu of taxes	\$	250	\$	1,283
2	Services provided to other governments	Ψ	-	Ψ	-
3	Sale of services		-		-
	Proceeds from sale of assets				
4	Other revenue		-		-
5	Transfers from:		241,946		242,186
6	electoral area tax levy member municipalities		123,634		123,394
7	other governments		120,004		-
8	reserve fund		-		-
9	capital fund		-		-
40	debenture issue		-		-
10	equity account	_		•	-
		\$_	365,830	\$	366,863
EXPE	ENDITURE				
11	Salaries and benefits	\$	_	\$	_
12	Office and supplies	Ψ	_	Ψ	_
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16 17	Insurance		-		-
18	Director remuneration and expense Board fee		3,715		3,715
19	Utilities		-		-
20	Professional fees		-		-
21	Equipment rentals		-		-
22	Repair and maintenance		-		-
23 24	Vehicle Contracted services		_		-
25	Travel and training		_		-
26	Grants to other programs		363,600		363,600
27	Miscellaneous		-		-
28	Expenditures capitalized		-		-
	Amortization expense Transfers to:				
29	Reserve fund		_		_
30	local governments				
		\$	367,315	\$	367,315
EXC	ESS REVENUE (EXPENDITURE)		(1,485)		(452)
SURF	PLUS (DEFICIT) BEGINNING OF YEAR	_	1,485	•	1,485
SURF	PLUS (DEFICIT) END OF YEAR	\$ <u></u>		\$	1,033

2016 Budget Library Greenwood & Specified Area 'E' 141	2016 Actual Library Greenwood & Specified Area 'E' 141	2016 Budget Cemeteries East End 150		2016 Actual Cemeteries East End 150	
\$ -	\$ -	1,000	\$	1,135	\$
-	-	-		-	
_	_	<u>-</u>		_	
3,500	3,500	126,080		126,182	
-	-	330,210		330,108	
-	-	-		-	
-	-	-		-	
			_		
\$ 3,500	\$ 3,500	- 457,290	\$ _	457,425	\$
\$ -	\$ <u>-</u> -		\$	<u>.</u>	\$
-	-			-	
-	-			-	
-	-			-	
-	-	4,824		4,824	
-	-	-		-	
-	-	-		-	
-	-	-		-	
3,500	3,500	- -		-	
-	-	-		-	
		-		-	
	<u> </u>	85,000 367,650	_	85,000 367,650	
3,500	\$ 3,500	457,474	\$ _	457,474	\$
\$		(184)		(49)	
\$ -	-	(- /			
\$ <u>-</u>		184		184	

REV	'ENUE		2016 Budget Boundary Economic Development 008		2016 Actual Boundary Economic Development 008
1	Grants in lieu of taxes	\$	100	\$	307
2	Services provided to other governments	Ą	100	Ф	307
3	Sale of services		-		-
3	Proceeds from sale of assets		_		_
4	Other revenue		60,000		4,000
4	Transfers from:		00,000		4,000
5	electoral area tax levy		65,078		65,136
6	member municipalities		33,298		33,240
7	other governments		17,000		10,000
8	reserve fund		17,000		10,000
9	capital fund		_		
3	debenture issue		_		_
10	equity account		_		_
10	oquity account	_			
		\$	175,476	\$	112,683
11 12	Salaries and benefits Office and supplies	\$	-	\$	-
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16	Insurance		-		-
17	Director remuneration and expense				
18	Board fee		4,155		4,155
19	Utilities		-		-
20 21	Professional fees		-		-
22	Equipment rentals Repair and maintenance		-		-
23	Vehicle		_		_
24	Contracted services		207,400		110,199
25	Travel and training		1,500		81
26	Grants to other programs		-		-
27	Miscellaneous		-		-
28	Expenditures capitalized		-		-
	Amortization expense				
	Transfers to:				
29	Reserve fund		-		-
30	local governments	_			
		\$ <u>_</u>	213,055	\$_	114,435
EXC	EESS REVENUE (EXPENDITURE)		(37,579)		(1,752)
SUR	RPLUS (DEFICIT) BEGINNING OF YEAR	_	37,579	_	37,579

2016 Actual Beaverdell Community Club 028	2016 Budget Beaverdell Community Club 028	2016 Actual Boundary Museum Service 026		2016 Budget Boundary Museum Service 026	2016 Actual East End Economic Development 017		2016 Budget East End Economic Development 017	
-	\$ -	\$ 39	\$	-	449	\$	-	\$
-	-	-		-	-		-	
-	-	-		-	-		-	
19,950	19,950	29,960		29,960	50,094 131,058		50,055 131,097	
-	-	-		-	-		-	
-	-	-		-	-		-	
			-					
19,950	\$ 19,950	\$ 29,999	\$	- 29,960	181,601	\$	181,152	\$
-	\$ _	\$	\$	-	_	\$	-	\$
-	-	X		-	-		-	
-	-			-	-		-	
-	-		2		_		_	
-	-	-			3,994		3,994	
-	-	-			258		300	
-	-	-		-	-		-	
-	_	30,000		30,000	176,600		176,600	
19,950	19,950	-		-	-		-	
-	-	-		-	-		-	
_	_	_		_	_		_	
			-					
19,950	\$ 19,950	\$ 30,000	. \$	30,000	180,852	\$	180,894	\$
-	-	(1)		(40)	749		258	
		40	-	40	(258)		(258)	
	\$ 	\$ 39	\$	-	491	¢		\$

Page	Ω

REVENUE	 2016 Budget Area 'E' Parks & Trails 065	2016 Actual Area 'E' Parks & Trails 065
1 Grants in lieu of taxes 2 Services provided to other governments 3 Sale of services	\$ - - -	\$ 8 - -
Proceeds from sale of assets 4 Other revenue	-	_
Transfers from: 5 electoral area tax levy	22,320	22,320
6 member municipalities 7 other governments	-	-
8 reserve fund 9 capital fund	-	-
debenture issue 10 equity account	-	-
	\$ 22,320	\$ 22,328
EXPENDITURE		
11 Salaries and benefits 12 Office and supplies	\$ -	\$ -
13 Debt charges - principal	-	-
14 Debt charges - interest 15 Debt charges - lease	-	-
16 Insurance17 Director remuneration and expense	-	-
18 Board fee 19 Utilities	1,351	1,351
20 Professional fees	-	-
21 Equipment rentals 22 Repair and maintenance	-	-
23 Vehicle	-	-
24 Contracted services 25 Travel and training	25,000	25,000
26 Grants to other programs	-	-
27 Miscellaneous 28 Expenditures capitalized Amortization expense Transfers to:	-	-
29 Reserve fund 30 local governments	5,000	5,000
ŭ	\$ 31,351	\$ 31,351
EXCESS REVENUE (EXPENDITURE)	(9,031)	(9,023)
SURPLUS (DEFICIT) BEGINNING OF YEAR	9,031	9,031
SURPLUS (DEFICIT) END OF YEAR	\$ 	\$ 8

	2016 Budget Big White Noise Control		2016 Actual Big White Noise Control	2016 Budget Beaverdell Street Lighting Service		2016 Actual Beaverdell Street Lighting Service		2016 Budget Greenwood & Area 'E' Cemeteries		2016 Actual Greenwood & Area 'E' Cemeteries
\$	075	\$	075	103	\$	103	\$	145 -	\$	145
	-		-	-		-				
	-		-	7,000		7,000		-		
	1,351		1,351	1,898		1,898		12,954		12,958
	-		-	-		-		1,750		1,746
	-		-	13,537		12,892		14,400		
			<u>-</u>		_	_		-		
\$	1,351	\$	1,351	- 22,435	\$_	21,790	\$	29,104	\$	14,743
\$		\$	_	_	•		4	_	\$	
•	-	٠	-	-	Ť.,		•	-	٠	
	-		-	-				-		
	-		-	/-	2			-		
	1,351		1,351					1,351		1,351
	-		-	1,800	•	1,304 -		-		•
	-		-	-		-		-		
	15,000		-	-		-		34,500		17,861
	-		-	-		-		-		
	-		-	13,537		12,892		-		
				-		-		-		
	-		-	7,000		7,000		-		
\$	16,351	\$	1,351	22,337	\$	21,196	\$	35,851	\$	19,212
	(15,000)		-	98		594		(6,747)		(4,469
			15,000	(98)		(98)		6,747		6,747
	15,000		10,000	(00)	-				-	

					Page 82			
REVI	ENUE	Be	016 Budget eaver Valley arks & Trails 019		2016 Actual Beaver Valley Parks & Trails 019		2016 Budget Heritage Conservation 047	2016 Actua Heritage Conservatio 047
4	Counts in line of these	•	000	•	004	•	•	
1 2	Grants in lieu of taxes Services provided to other governments	\$	900	\$	834	\$	- \$	
3	Sale of services		-		-		-	
	Proceeds from sale of assets		450.000		-		-	
4	Other revenue Transfers from:		150,000		152,470		-	
5	electoral area tax levy		506,027		506,240		8,711	8,71
6	member municipalities		241,383		241,170		-	
7 8	other governments reserve fund		7,000		7,000		_	
9	capital fund		-		-		-	
40	debenture issue				-		-	4.05
10	equity account	_		-	64,471			1,950
		_	905,310	\$_	972,185		8,711 \$	10,66
		\$						
EXPE	NDITURE							
11	Salaries and benefits	\$	_	\$	-	\$	- \$	
12	Office and supplies		_		-		- '	
13	Debt charges - principal				-		-	
14 15	Debt charges - interest Debt charges - lease							
16	Insurance		-		-		103	103
17	Director remuneration and expense		-				-	
18 19	Board fee Utilities		11,569		11,569		1,351 1,257	1,35 1,25
20	Professional fees		-		-		-	1,20
21	Equipment rentals		-		-		-	
22 23	Repair and maintenance Vehicle		37,270		41,021		-	
23	Contracted services		184,733		186,902		5,000	30
25	Travel and training		-		-		· -	
26 27	Grants to other programs Miscellaneous		20,449		3,000		1,000	
28	Expenditures capitalized		8,000		327,736		-	
	Amortization expense		-		64,471		-	1,95
29	Transfers to: Reserve fund		_		_		_	
30	local governments		801,107	_	411,284		-	
		\$	1,063,128	\$	1,045,983	\$	8,711 \$	4,969
EXC	SS REVENUE (EXPENDITURE)		(157,818)		(73,798)		-	5,692
SURI	PLUS (DEFICIT) BEGINNING OF YEAR		157,818	_	157,818			(8,626
CUE	PLUS (DEFICIT) END OF YEAR	•		\$	84,020	\$	- \$	(2,934

Page	23

	2016 Budget Area 'C' Parks & Trails 027	2016 Actual Area 'C' Parks & Trails 027	2016 Budget Area 'D Parks & Trails 045		2016 Actual Area 'D Parks & Trails 045	2016 Budget Total	2016 Actual Total	
\$	- - -	\$ 941 - -	\$ - - -	\$	15 - -	\$ 1,249,192 754,504 3,834,503	\$ 2,103,736 749,995 3,866,101	1 2 3
	99,610	35,319	100,000		5,200	- 2,537,077	- 2,311,518	4
	285,965 - - - -	285,965 - -	45,302 - 25,000		45,302 - - - -	9,268,711 6,597,411 1,048,627 3,700,579 488,954	9,271,459 6,594,663 947,832 2,683,936 365,190	5 6 7 8 9
		18,837				<u>-</u>	- 1,421,331	10
\$	385,575	\$ 341,062	\$ 170,302	\$	50,517	\$ 29,479,558	\$ 30,315,761	
\$	62,801	\$ 59,842	\$ -	\$		\$ 9,547,266	\$ 9,642,683	11
	-	-	-		1	571,913 399,981	439,761 399,979	12
	-	-	-			226,121	207,091	13 14
	_	_	-/		_	-	207,001	15
	_	-				305,699	291,824	16
	-	-		K	-	521,989	424,758	17
	7,376	7,376	1,351		1,351	(133,770)	(119,350)	18
	-	-	-		-	743,979	678,015	19
	-	-	-		-	590,436	388,113	20
	47.005	20.054	-		-	72,224	58,157	21
	47,205 6,240	38,854 5,132	-		-	1,683,250 725,729	1,403,520 684,218	23
	126,769	92,251	155,000		27,059	3,922,827	3,655,345	24
	-	-	-		-	484,501	430,145	25
	67,800	66,594	10,000		5,200	3,328,957	2,881,748	26
	-	-	10,000		24	373,548	249,433	27
	99,610	35,454	-		-	3,461,942	2,514,763	28
	-	18,837	-		-	-	1,421,331	
	20,000	20,000	7,500		7,500	2,568,856 1,382,296	2,475,604 978,625	29 30
\$	437,801	\$ 344,340	\$ 183,851	\$	41,134	\$ 30,777,744	\$ 29,105,763	
	(52,226)	(3,278)	(13,549)		9,383	(1,298,186)	1,209,998	
nc						(76,600)	(156,129)	
	52,226	52,226	13,549		13,549	(1,081,860)	(1,091,434)	
\$		\$ 48,948	\$ 	\$	22,932	\$ (2,456,646)	\$ (37,565)	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FINANCIAL STATEMENTS

FOR THE

YEAR ENDED DECEMBER 31, 2016

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

INDEX TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2016

MANA	GEMEN	IT REPORT	
AUDIT	ORS' R	EPORT	
CONS	OLIDA	Statement of Changes in Net Financial Assets (Debt)	2 3
NOTE	s то тғ	HE FINANCIAL STATEMENTS5 -	17
SCHE	DULES	▲	
	1	Statement of Financial Activity by Economic Object	18
	2	Statement of Accumulated Surplus (Deficit) – Current Revenue Fund	19
	3	Statement of Equity in Capital Assets	20
	4	Schedule of Debenture Debt	22
	5	Schedule of Tangible Capital Assets	23
	6	Schedule of Segmented Information	24
SUPLI	EMENT	ARY INFORMATION	
GENE	RAL RE	SVENUE FUND Statement of Financial Position Statement of Financial Activities	
GENE	RAL CA	NPITAL FUND Statement of Financial Position	. 27
GENE	RAL RE	SERVE FUND Statement of Financial Position Statement of Sources and Application of Funds	
UTILIT	Y FUNI Sewer	Utility Revenue Funds Columbia Sewer Treatment Utility Revenue Fund Statement of Financial Position	

	Oasis/Rivervale Sewer Utility Revenue Fund Statement of Financial Position	
	Statement of Financial Activities	33
	Mill Road Sanitary Sewer Service Utility Fund	
	Statement of Financial Position	
	Statement of Financial Activities	55
	Utility Capital Funds Columbia Sewer Treatment Utility Capital Fund	
· ·	Statement of Financial Position	36
	Oppin/Diversible Course Hillity Conital Franch	
	Oasis/Rivervale Sewer Utility Capital Fund Statement of Financial Position	37
Water I	Jtility Revenue Funds	
	Beaver Valley Water Utility Revenue Fund	
	Statement of Financial Position	38
	Statement of Financial Activities	39
	Columbia Gardens Water Utility Revenue Fund	
	Statement of Financial Position	
	Statement of Financial Activities	41
	Rivervale Water & Street Lighting Utility Revenue Fund	
	Statement of Financial Position	42
	Statement of Financial Activities	43
1	Christina Lake Water Utility Revenue Fund	
	Statement of Financial Position	
	Statement of Financial Activities	45
	Jtility Capital Funds	
	Beaver Valley Water Utility Capital Fund Statement of Financial Position	40
	Statement of Financial Position	46
	Columbia Gardens Water Utility Capital Fund	
	Statement of Financial Position	47
	Rivervale Water & Street Lighting Utility Capital Fund	
	Statement of Financial Position	48
1	Christina Lake Water Utility Capital Fund	
	Statement of Financial Position	49
	Utility Revenue Funds East End Transit Utility Revenue Fund	
	Statement of Financial Position	50
	Statement of Financial Activities	51
	Boundary Transit Utility Revenue Fund	
	Statement of Financial Position	-
	Statement of Financial Activities	53
GENERAL RE	VENUE FUND	
	Schedule of Financial Activity by Function54 -	83

Regional District of Kootenay Boundary Management Report

The financial statements have been prepared by management in accordance with generally accepted accounting principles and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the notes to the financial statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

In meeting its responsibility for the reliability of financial data, management relies on internal accounting, operating and system controls. Controls include an organizational structure providing for effective segregation of responsibilities, delegation of authority and personal accountability, and careful selection and training of personnel; the application of accounting and administrative policies and procedures necessary to ensure adequate internal control over transactions, assets and records, as well as a program of internal audits. These controls are designed to provide reasonable assurance that financial records are reliable for preparing financial statements and maintaining accountability for assets.

The Regional District of Kootenay Boundary Board of Directors is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and exercises this responsibility through the Board of Directors. The Board reviews financial activities on a monthly basis and external audited financial statements annually.

Grant Thornton LLP has been appointed by the Board of Directors as independent auditors to examine and report on the consolidated financial statements and their report follows this one. They have full and free access to regional district staff and records.

John MacLean	Beth Burget
Chief Administrative Officer	Gen. Manager of Finance

Trail, BC



INDEPENDENT AUDITORS' REPORT

Grant Thornton LLP 1440 Bay Ave Trail BC V1R 4B1

T +1 250 368 6445 F +1 250 368 8488 www.GrantThomton.ca

To the Board of Directors of the Regional District Of Kootenay Boundary:

We have audited the accompanying financial statements of the Regional District of Kootenay Boundary, which comprise the statement of financial position as at December 31, 2016 and the statements of operations, changes in net financial assets (debt) and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including assessing the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Regional District of Kootenay Boundary as at December 31, 2016 and the results of its operations, changes in net financial assets (debt) and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary information included is presented for purposes of additional analysis and is not a required part of the financial statements. Such supplementary information has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

CHARTERED PROFESSIONAL ACCOUNTANTS TRAIL, B.C. April 20, 2017

Audit • Tax • Advisory
Grant Thornton LLP. A Canadian Member of Grant Thornton International Ltd

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

STATEMENT OF FINANCIAL POSITION

As At December 31, 2016	2016	-	2015
FINANCIAL ASSETS			
Cash and Cash Equivalents (Note 2) Short Term Investments (Note 3) Accounts Receivable (Note 4) Municipal Finance Authority Debt Reserve Fund (Note 5) Debenture Debt Recoverable from Local Governments (Note 6)	\$ 512,997 19,334,643 1,410,556 1,643,445 20,684,622 43,586,263	\$ -	532,581 17,134,126 1,021,434 1,338,561 16,728,879 36,755,581
LIABILITIES			
Accounts Payable Accounts Payable to Other Governments Deferred Revenue Municipal Finance Authority Debt Reserve Fund (Note 5) Other Long Term Debt (Note 7) Debenture Debt (Note 8) Lease Agreements (Note 9) Temporary Borrowing - Municipal Finance Authority (Note 10) Deferred Revenue (Gas Tax) (Note 11) Landfill Closure and Post Closure Costs Accruals (Note 12) Reserve for future capital expenditures Accrued Employee Sick Leave (Note 13)	1,571,010 571,380 544,595 1,643,445 114,532 30,961,102 702,371 1,506,600 2,189,625 4,723,400 2,477 184,000 44,714,537	-	1,088,620 699,373 482,678 1,338,561 135,243 20,392,633 1,073,231 643,007 1,953,914 4,567,269 2,477 172,000 32,549,006
NET (DEBT) ASSETS	(1,128,274)		4,206,575
NON FINANCIAL ASSETS Tangible Capital Assets (Schedule 5) Supply Inventory Prepaid expenses	 49,494,187 10,772 231,420 49,736,379	-	40,250,093 8,135 225,568 40,483,796
Accumulated Surplus (Note 14)	\$ 48,608,105	\$	44,690,371

The accompanying notes and schedules are an integral part of these financial statements.

General Manager of Finance

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF OPERATIONS

For the Year Ended December 31st	20	16 Budget	201	6	2015
REVENUE					
From Own Sources:					
Grants in Lieu of Taxes	\$,,	\$ 2,112,156		1,546,887
Services Provided to Other Governments		425,006	390,997		593,148
Sale of Services		5,180,153	4,499,637		4,416,997
Other Revenue		964,138	2,534,261		1,718,754
Gain on Disposal of Assets		-	43,110)	251,205
From Other Sources:		0.700.054	0.700.700		0.700.000
Electoral Area Tax Levy Member Municipalities		9,799,651	9,798,768		9,739,236
Other Governments		9,358,912 530,800	9,351,256 947,832		9,321,779 1,312,190
Other Governments		550,600	941,032		1,312,190
	2	7,514,916	29,678,017		28,900,196
EXPENSES					
General Government Services		3,692,707	2,233,334	ļ	2,268,984
Protective Services		7,284,995	6,484,971		7,151,577
Transportation Services		1,613,651	1,620,451		1,590,026
Environmental Health Services		6,435,033	6,074,509)	6,062,910
Development Services		1,099,906	1,100,875	i	1,122,092
Recreation and Cultural Services		6,041,221	5,467,769		5,547,220
Fiscal Services		509,145	448,409		329,847
Amortization Expense		-	2,156,791		2,098,677
Loss on Disposal of Assets		<u> </u>	173,174		
	2	6,676,658	25,760,283	1	26,171,333
Annual Surplus	\$	838,258	\$ 3,917,734	\$	2,728,863
Accumulated Surplus, Beginning of Year	X	=	44,690,371		41,961,508
Accumulated Surplus, End of Year	\$	838,258	\$ 48,608,105	\$	44,690,371

The accompanying notes and schedules are an integral part of these financial statements.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (DEBT)

For the Year Ended December 31st		2016 Budget	2016	2015
Annual Surplus Loss (Gain) on Disposal of Tangible Capital Assets Acquisition of Tangible Capital Assets Amortization of Tangible Capital Assets Proceeds on Sale of Tangible Capital Assets	\$	838,258 (11,108,942)	\$ 3,917,734 130,064 (11,583,814) 2,156,791 52,864	\$ 2,728,863 (258,330) (1,865,836) 2,098,677 376,276
	-	(10,270,684)	(5,326,361)	3,079,650
Acquisition of Supply Inventory Acquisition of Prepaid Expenses			(2,637) (5,852)	2,928 (126,139)
	_	-	(8,489)	(123,211)
(Increase)/Decrease in Net Financial Assets/Net Debt		(10,270,684)	(5,334,850)	2,956,439
Net Financial Assets/(Net Debt), Beginning of Year		4,206,575	4,206,575	1,250,137
Net Financial Assets/(Net Debt), End of Year	\$	(6,064,109)	\$ (1,128,275)	\$ 4,206,575

The accompanying notes and schedules are an integral part of these financial statements.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

STATEMENT OF CASH FLOWS

For the Year Ended December 31st	2016	2015
CASH PROVIDED BY (USED FOR)		
Operating Activities		
Annual Surplus \$	3,917,734	\$ 2,728,863
Non-Cash Items:		
Christina Waterworks District take over	(930,042)	-
Amortization	2,156,791	2,098,676
Loss (Gain) on Disposal of Tangible Capital Assets	130,064	(258,330)
Actuarial Recognized on Debenture Debt Decrease(Increase) in Non-Cash Financial Assets	(166,802)	(180,734)
Receivables	(380 122)	(106.852)
Inventories	(389,122) (2,637)	(196,852) 2,928
Prepaid Expenses	(5,852)	(126,139)
Payables	354,397	(678,657)
Landfill Closure and Cost Closure Costs Accruals	156,130	142,883
Deferred Revenue	61,918	117,010
Deferred Revenue (Gas Tax)	235,711	34,779
Accrued Employee Sick Leave	12,000	(128,300)
Cash Provided by Operating Activities	5,530,290	3,556,127
Financing Activities Repayment of Long Term Debt Proceeds from Temporary Borrowing MFA Repayment of Temporary Borrowing MFA Other Long Term Debt Increase (Decrease) in Lease Agreements Increase in Short Term Investments Cash Used in Financing Activities	(420,472) 459,604 (325,740) 7,179,289 (370,860) (2,200,515) 4,321,306	(499,557) 295,768 (285,914) (19,791) (43,879) (2,059,176) (1,674,870)
Capital Activities Capital Asset Additions Proceeds on Disposal of Capital Assets	(9,924,044) 52,864	(1,865,841) 376,277
Cash Used in Capital Activities	(9,871,180)	(1,489,564)
Increase in Cash and Cash Equivalents	(19,584)	(545,986)
Cash and Cash Equivalents, Beginning of Year	532,581	1,078,568
Cash and Cash Equivalents, End of Year \$	512,997	\$ 532,581

The accompanying notes and schedules are an integral part of these financial statements.

December 31, 2016

1. SIGNIFICANT ACCOUNTING POLICIES:

a) Basis of Presentation

The consolidated financial statements of the Regional District are prepared in accordance with Canadian generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants.

b) Fund Balances

The Regional District of Kootenay Boundary has segregated various funds used for specific activities or to meet certain objectives. The basic funds are briefly described as follows:

- i) General Revenue Fund This fund is the main fund of the Regional District and is used to reflect the normal operating activities including collection of revenues, administering operations and servicing general debt.
- **ii)** Water and Sewer Funds The water and sewer system funds have been established as self-liquidating funds to cover the costs of operating these utilities. The capital funds hold the capital assets and long-term debt related to these functions.
- iii) Transit Funds These funds provide for the operation of the conventional and special needs public transit systems.
- iv) Capital Funds These funds are used to reflect capital assets and unfunded work-inprogress offset by the related long-term debt and investment in capital assets.
- v) Reserve Funds These funds have been created to hold assets, in the manner of a trust, and to provide monies for specific future capital and operational requirements.

c) Cash and Cash Equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments and investments that can be converted to cash within 30 days of inception.

d) Short Term Investments

Short term investments are recorded at cost except when there has been a loss in value that is other than a temporary decline, the investment is written down to recognize the loss.

e) Inventory

Inventory for resale is recorded at the lower of cost or replacement cost on a first in first out basis.

December 31, 2016

f) Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight line basis over their estimated useful life as follows:

Major Asset Category	Average Useful Life
Land	Not amortized
Building& Improvements	15 - 50 years
Vehicles, Machinery & Equipment	3 - 40 years
Land Improvements	12 – 90 years
Water Infrastructures	25 - 80 years
Sewer Infrastructures	5 - 50 years

g) Revenues

Taxes are recognized as revenue in the year they are levied. Charges for water usage are recorded as user fee in the year they are charged. Conditional grant revenue is recognized to the extent the imposed conditions are met. Unconditional grant revenue is recognized when the monies are received. Grants for the acquisition of tangible capital assets are recognized in the period the expenditure is made. Sales of services and other revenue is recognized on an accrual basis.

h) Expenses

Expenses are recognized in the year they are incurred.

i) Use of Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

j) Related Party

The Regional District of Kootenay Boundary is related to the Kootenay Boundary Regional Hospital District, since both organizations share the same Board of Directors. In 2016, the Hospital District was dissolved by Order in Council and therefore the administration fee for the year 2016 was \$0 (2015: \$12,000).

December 31, 2016

2. CASH AND CASH EQUIVALENTS

2016	2	015
\$ 480,921	\$	447,558 85,023
 32,076		
\$ 512,997	\$	532,581

3. SHORT TERM INVESTMENTS

General Revenue Fund – restricted General Revenue Fund – unrestricted General Reserve Fund - restricted Water Revenue Fund - unrestricted

2016	2015
\$ 4,471,465 4,141,811 10,268,081 453,286	\$ 3,445,992 3,895,333 9,792,801
\$ 19,334,643	\$17,134,126

Short-term Investments are comprised of guaranteed income certificates of various dates not exceeding 12 months and various investment funds of the Municipal Finance Authority of BC which have fluctuating returns.

4. ACCOUNTS RECEIVABLE

Local governments Provincial government Federal government Other Receivables

	2016	2015
\$	256,279	\$ 196,591
	169,078	389,371
	71,095	78,480
	914,104	356,992
\$	1,410,556	\$ 1,021,434

December 31, 2016

5. MUNICIPAL FINANCE AUTHORITY DEBT RESERVE FUND

The Municipal Finance Authority (MFA) of British Columbia provides capital financing for regional districts and their member municipalities. The Authority is required to establish a Debt Reserve Fund into which each regional district and member municipality, who share in the proceeds of a debt issue through the Regional District, are required to pay certain amounts set out in the debt agreements. These reserves are made up of cash deposits and demand notes as security for default on MFA debenture debt. The cash portion of the reserves and the interest earned each year (less administration expenses) becomes an obligation of the Authority to the Regional District. The Authority must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. When this occurs the regional districts may be called upon to restore the fund. The reserves will be used or cancelled when the particular MFA debentures mature.

	Dem	and Notes	Casl	n Deposits	2016	2015
Regional District Member	\$	411,745	\$	175,931	\$ 587,676	\$ 397,246
Municipalities		686,050		369,719	1,055,769	941,315
	\$	1,097,795	\$	545,650	\$ 1,643,445	\$ 1,338,561

6. DEBT CHARGES RECOVERABLE FROM LOCAL GOVERNMENTS

Pursuant to the Local Government Act, the Regional District acts as the agency through which its member municipalities borrow funds from the Municipal Finance Authority (MFA). The annual cost of servicing this municipal debt is recovered entirely from the borrowing member municipality. However, in the event of default the regional district is contingently liable to the MFA for this debt.

	2016	2015
City of Grand Forks City of Greenwood City of Rossland City of Trail Village of Midway Village of Warfield	\$ 1,832,839 97,459 6,088,625 11,486,824 175,762 1,003,113	\$ 1,966,473 120,291 6,347,305 6,983,171 217,385 1,094,254
	\$ 20,684,622	\$ 16,728,879

December 31, 2016

7. OTHER LONG TERM DEBT

Former SPCA Property in Grand Forks

In 2010 the Regional District agreed to the purchase of a property (land and buildings) from the City of Grand Forks through the RDKB's Boundary Animal Control Service. The property was the former SPCA site within the City of Grand Forks. The fair market value of \$246,138 will be paid to the City of Grand Forks over a 12 year period ending in 2021. The fixed annual interest rate is 4.65%. Annual payments are due August 1st each year.

Grand Forks SPCA Purchase	2016	2015
Amount outstanding Less: Annual Principal Payment	\$ 135,243 (20,711)	\$ 155,034 (19,791)
Closing balance of unspent funds	\$ 114,532	\$ 135,243

8. DEBENTURE DEBT

The loan agreements with the Municipal Finance Authority provide that if the Authority does not have sufficient funds to meet payments on its obligations it shall make payments from the Debt Reserve Fund which in turn is established by a similar Debt Reserve Fund in the municipality and all other borrowing participants. If the Debt Reserve Fund is deficient the Authority's obligations become a liability of the regional district and may become a liability of the participating municipalities.

	2016		2015
General Water Sewer	\$	2,388,598 615,567 7,272,315	\$ 2,697,090 824,816 141,848
Total Regional District Member Municipalities		10,276,480 20,684,622	3,663,754 16,728,879
	\$	30,961,102	\$ 20,392,633

Interest on the District's debenture debt incurred in the year amounted to \$411,910. Terms of the debenture debt along with the estimated future principal repayments for the next five years and thereafter are disclosed in Schedule 4.

December 31, 2016

9. LEASE AGREEMENTS

All outstanding leases have been converted to Equipment Financing as of February 2017 with an interest rate of 1.42%. The total outstanding liability for these leases as of December 31st, 2016 is \$702,371.

10. TEMPORARY BORROWING - MUNICIPAL FINANCE AUTHORITY

The District has temporary borrowing for equipment financing and liabilities under agreement through the Municipal Finance Authority Interim Financing Program. Equipment financing are five year agreements with monthly principal and interest rates. Liabilities under agreement are for capital projects. Regular payments are not required, but funds borrowed under this program must either be repaid or converted to long term borrowing through a debenture issue within five years. The outstanding balance on these types of debt bear interest at approximately 1.42%, which is paid monthly.

The Regional District of Kootenay Boundary took over the operations of Christina Waterworks District on December 31, 2016, including the loan amount of \$729,728. This loan will be converted to a long term loan through MFA in fiscal 2017.

Financing Type	Date of Maturity	2016	2015
Equipment Financing, Water Utility Vehicle	July 31, 2021	\$ 32,987	\$ -
Equipment Financing, Fire Truck	March 31, 2021	362,084	131,114
Liability Under Agreement, Grand Forks Aquatic/Arena Equipment	December 11, 2018	76,960	115,437
Liability Under Agreement, GTCC/GF REC Curling Equipment	December 11, 2019	178,841	238,456
Liability Under Agreement, GF Curling Rink, GF Aquatic, Big White Refuse	December 10, 2020	126,000	158,000
Royal Bank, Christina Waterworks District Loan	August 1, 2021	729,728	-
		\$ 1,506,600	\$ 643,007

December 31, 2016

Future principal repayments on existing temporary borrowing for the next five years and thereafter are estimated as follows:

2017	\$ 296,729
2018	298,022
2019	260,843
2020	202,553
2021	103,725
Thereafter	 344,728
	\$ 1,506,600

11. DEFERRED REVENUE (GAS TAX)

Gas Tax Agreement funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax Agreement funding may be used towards eligible projects, as specified in the funding agreements.

Gas Tax Agreement Funds		2016	2015		
Opening Balance of unspent Funds Add: Amount received during the year Interest earned Less: Amount spent on projects Amount spent on administration	\$	1,953,914 465,403 22,911 (252,603)	\$	1,919,139 450,241 21,712 (437,178)	
Closing balance of unspent funds	\$	2,189,625	\$	1,953,914	

12. LANDFILL CLOSURE AND POST-CLOSURE COSTS ACCRUAL

The total estimated landfill closure and post-closure care costs of \$35,270,207 for the three main landfills in the Regional District are as follows: (1) \$6,981,428 for the Grand Forks landfill site, (2) \$6,264,695 for the Greenwood landfill site, and (3) \$ 22,024,184 for the McKelvey Creek Landfill site. The estimated remaining life for the landfill sites ranges from 29 years to 77 years. The estimated landfill closure and post-closure cost and remaining life values are used for landfill planning purposes and for recording these liabilities and expenses in the financial statements.

At December 31, 2016 the estimated landfill closure and post-closure care expenditure requirements were \$4,723,400. At December 31, 2016 a total of \$2,281,841 had been expended and contributed to the landfill closure general revenue investment funds.

December 31, 2016

The estimated remaining life of the Grand Forks landfill site is 29 years (2045), the McKelvey Creek site is estimated at 77 years (2093) and the remaining life of the Greenwood site is estimated at 34 (2050) years after which the period for post-closure care is estimated to be 25 years for each site.

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill and post-closure monitoring of the site. The reported total expenditure is based on estimates and assumptions with respect to events over a 77-year period using the best information available to management.

The Regional District of Kootenay Boundary has had engineers prepare design and operation plans for the McKelvey Creek landfill in 2013, Greenwood and Grand Forks landfill in 2014.

13. EMPLOYMENT BENEFITS

i) Pension Liability

The regional district and its employees contribute to the Municipal Pension Plan (Plan), a jointly trusted pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. Plan membership is broken down into about 188,000 active members, 84,000 retired members and 36,000 inactive members.

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits. The next valuation will be as at December 31, 2018. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The Regional District of Kootenay Boundary paid \$741,661 for employer contributions to the plan in the 2016 fiscal year (2015: \$779,784).

ii) Post Employment Benefits

Effective January 1, 2005, the Regional District adopted the recommendations under Section PS 3255 of the CICA Public Accounting Board Handbook for post-employment benefits whereby employees are entitled to earned benefits related to non-vested accumulating sick leave. The liability and expense for these post-

December 31, 2016

employment benefits and compensated absences is recognized in the financial statements in the period in which employees render services and on the basis that the benefits are expected to be provided when the employees are no longer providing active service.

For the 2016 results a new valuation was performed as at July 31, 2015 and has been extrapolated to December 31, 2016 using 2016 valuation assumptions:

	2016	2015
Discount rate	3.40%	3.20%
Inflation rate	2.50%	2.50%
Rate of compensation increase	2.50%-4.63%	2.50%-4.63%

The continuity of the Regional District's employee benefit liabilities are as follows:

	2016	2015
Beginning of year Current service cost Interest cost Benefits paid Actuarial (Gain)/Loss	\$172,000 12,900 5,900 (1,500) (5,300)	\$300,300 16,600 9,500 (57,900) (96,500)
	\$184,000	\$172,000

^{*} The plan amendment for Firefighters was recognized December 31, 2012 and reflects the change to how much of unused sick leave an employee is eligible to be paid upon retirement. The reduction in obligation was recognized immediately, in the period of the amendment, as prescribed by the relevant accounting standard PS 3255.

The Regional District manages the payment of these future payroll obligations as they come due in the current Operating Budget.

iii) Vacation

It is the policy of the Regional District to allow employees other than career fire fighters to carry over one week of vacation entitlement earned in the current year to be taken in the following year. As at December 31, 2016, \$149,048 unpaid vacation was accrued (2015, \$115,530).

December 31, 2016

14. ACCUMULATED SURPLUS

The Regional District segregates its accumulated surplus into the following categories:

	2016	2015
Financial Equity		
Current Revenue Funds	\$ 1,188,420	\$ (228,291)
Capital Assets	247,675	247,675
Reserve Funds	 10,277,806	9,936,130
	11,713,901	9,955,514
Physical Equity in Capital Assets	36,894,204	34,734,857
	\$ 48,608,105	\$ 44,690,371

15. CONTINGENT LIABILITIES

i) Liability Risk Coverage

The Regional District is a Subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Regional District is assessed a premium and specific deductible for its claims based on population. The obligation of the Regional District with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its Subscribers in connection with the Exchange are in every case several, and not joint and several. The Regional District irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other Subscribers against liability losses and costs which the other Subscriber may suffer.

ii) Insurance and Legal Claims

The Regional District of Kootenay Boundary has been served with claims for liability for various incidents during the past year. The total claimed losses incurred was \$20,000 in 2016 (2015 \$29,205). At the date of the financial statement the Municipal Insurance Association has not estimated the likely exposure to the Regional District for further legal costs to rebut these claims. The Regional District's deductible for any claim is \$10,000.

There is an unresolved claim by the contractor for the Big White Fire Hall Addition in the approximate amount of \$86,000.

December 31, 2016

16. BUDGET

The budget data presented in these financial statements is based on the 2016 - 2020 Financial Plan Bylaw 1603 approved by the RDKB Board on March 21, 2016.

Budgeted cash inflows and outflows include transfers to and from reserves and other funds, and prior year surplus/deficits carried forward and principal repayments on debt. These transactions are not recognized as revenues and expenses on the Statement of Operations as they do not meet the inclusion requirements under public sector accounting standards.

Financial plan bylaw surplus (deficit) for the year Add:	\$ (2,456,646)
Capital expenditures	10,748,360
Debt principal repayments	580,039
Capital lease/equipment financing principal repayments	433,393
Transfers to reserves and own funds	2,426,766
Deficit included in accumulated surplus/deficit	218,552
Less:	14,407,110
Borrowing	7,376,000
Transfers from reserves and own funds	3,738,206
	11,114,206
Budget surplus (deficit) reported in the financial statements	\$ 836,258

17. RESTRUCTURING TRANSACTION

As of December 31st, 2016, the Regional District has taken over the operations of Christina Waterworks District, including its assets and liabilities. The restructuring was under taken to facilitate the expansion of the Christina Waterworks District capital infrastructure. The District has elected to early adopt PS 3430 (Restructuring Transactions) which requires assets and liabilities to be recorded at cost.

December 31, 2016

The following assets and liabilities were transferred to the District on December 31, 2016:

Financial Assets	
Cash	\$ 32,016
Short term investments	462,861
Accounts receivable	22,130
Liabilities	
Accounts payable	17,329
Temporary borrowing	729,728
Non-Financial Assets	
Supply Inventory	500
Prepaid charges	55,900
Tangible capital assets	1,659,770
Net Effect of Restructuring	\$ 1,486,120

The net effect of the restructuring was recognized as other revenue on the statement of operations.

18. SEGMENTED INFORMATION

The segments and the services the Regional District provide are detailed as follows:

General Government Services is comprised of a number of different services, including: General Government Administration, Electoral Area Administration, and Grants-in-Aid. General Government includes Corporate Services, Information Systems, and Finance. Corporate Services involves staff and management working closely with the Regional Board and community partners to coordinate the delivery of a wide range of functions and services. The Finance department is responsible for the requisition of tax revenues from the Province and from member municipalities and all treasury and accounting functions. Information Systems includes management of computer databases and communication systems used by the Regional District.

Protective Services includes a number of different programs. These programs include Electoral Area Fire Protection, Regional Fire Rescue, 911 Services, Victims Services, Building Inspection, Dog Control, and Mosquito Control. These services are designed to provide a safe environment to the community. They are responsible for providing these services to the unincorporated electoral areas of Kootenay Boundary, as well as to some member municipalities within the boundaries of the Regional District.

Transportation Services includes Street Light Improvements and Transit Services.

Regional District of Kootenay Boundary Notes to the Financial Statements

December 31, 2016

Environmental Health Services includes a number of different services, including: Effluent Disposal, Solid Waste Management Services (Recycling, Collection, Transfer Stations, Management), Water Services, Invasive Species, and Noise Control. The mandate of these programs is to coordinate delivery of the many day-to-day services required for community living.

Development Services includes delivering Planning and Development as well as Economic Development. The Planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers. It puts land use plans and policies into action and ensures proper infrastructure and orderly development. The program also evaluates applications and provides recommendations to decision makers; assists the public with land use regulations, applications, and processes; and invites and responds to public comments.

Recreation and Cultural Service is responsible for Community Halls, Recreational Complexes, Parks, and Libraries. Facilities managed within this area include parks and playgrounds, arenas, swimming pools, as well as community centers

Fiscal Services is responsible for MFA Financing for 5 electoral areas and 8 member municipalities.

The segments and the services the Regional District provide are broken down in Schedule 6.

19. COMPARATIVE AMOUNTS

Certain of the 2015 financial statement amounts have been reclassified to conform to the presentation adopted in the current year.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF FINANCIAL ACTIVITIES EXPENDITURES PRESENTED BY ECONOMIC OBJECT December 31, 2016

SCHEDULE 1

REVENUE	_	2016 Budget	2016 Actual	_	2015 Actual
From Own Sources: Grants in lieu of taxes Services provided to other governments Sale of Services Other revenue Gain on sale of assets From Other Sources: Electoral area tax levy Member municipalities Other governments	\$	1,256,256 425,006 5,180,153 964,138 - 9,799,651 9,358,912 530,800 27,514,916	\$ 2,112,156 390,997 4,499,637 2,534,261 43,110 9,798,768 9,351,256 947,832 29,678,017	\$	1,546,887 593,148 4,416,997 1,718,754 251,206 9,739,236 9,321,779 1,312,190 28,900,197
EXPENDITURE					
Salaries and benefits Office and supplies Debt interest charges Insurance Director remuneration and expense Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Transfers to local governments Amortization Expense Provision for landfill liability Loss on Disposal of Assets	\$	9,531,452 563,699 503,263 334,376 521,989 929,323 592,924 72,224 2,168,015 729,169 5,974,397 465,961 1,964,852 451,812 1,446,689	\$ 9,594,577 431,547 448,409 320,501 424,758 834,045 401,500 58,157 1,748,319 252,292 5,502,278 412,805 1,517,642 293,222 1,034,137 2,156,791 156,129 173,174 25,760,283	\$ -	9,514,904 447,870 329,847 298,224 432,828 829,832 336,963 69,678 2,039,136 215,866 5,936,094 382,058 2,026,485 213,405 999,465 2,098,677
EXCESS REVENUE (EXPENDITURE)	\$_	1,264,771	\$ 3,917,734	\$	2,728,865
Fund Balances at Beginning of Year	_	(216,416)	44,690,371	-	41,961,509
Fund Balances at End of Year	\$	1,048,355	\$ 48,608,105	\$	44,690,371

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF ACCUMULATED SURPLUS (DEFICIT) - CURRENT REVENUE FUND December 31, 2016

Page 19

SCHEDULE 2

	General Revenue	Sewer	Water	Transit	2016 Total	2015 Total
Balance, beginning of year	\$ (1,091,434)	\$ 494,538	\$ 253,480 \$	115,124	\$ (228,292)	\$ (1,160,823)
Excess revenue (expenditure)	1,053,868	(34,107)	472,043	(75,093)	1,416,711	932,532
	\$ (37,566)	\$ 460,431	\$ 725,523 \$	40,031	\$ 1,188,419	\$ (228,291)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY STATEMENT OF EQUITY IN CAPITAL ASSETS December 31, 2016

Page 20

247,675 34,734,857

34,982,532

247,676

36,894,204

37,141,880

SCHEDULE 3		General Capital Fund	Sewer Capital Fund	Water Capital Fund	2016 Total	2015 Total
Balance, beginning of year	\$	23,788,417	3,683,393	7,510,722	34,982,532	\$ 34,599,207
Add: Accumulated amortization on disposed assets Assets acquired:		530,839			530,839	219,351
By gov't grants or transfers from other funds Retirement of debentures from revenue fund		2,736,287 249,175	7,328,887	1,750,288	11,815,462 249,175	1,958,556 448,750
Retirement of temporary borrowing		343,557	50,808	123.385	517,750	356,512
Actuarial adjustment to Debenture Sinking Fund		59,317	18.726	88.760	166.803	180.734
Repayment of lease agreements		370,860	10,120	00,100	370,860	332,974
-		4,290,034	7,398,421	1,962,433	13,650,889	3,496,877
Deduct:						
Assets disposed		713,535	232		713,767	430,014
Assets Transferred from work-in-progress to complete	te	231,651			231,651	-
Amortization Expense		1,421,331	452,834	282,626	2,156,792	2,098,677
Equipment Financing Issued		423,722	7 000 000	35,882	459,604	-
Increase in borrowing - Other Long term Debt New liabilities under agreement			7,200,000	729,728	7,929,728	295.768
New lease obligation		_			-	289.095
		2,790,239	7,653,066	1,048,236	11,491,541	3,113,554
Balance, end of year	\$_	25,288,212	3,428,748	8,424,919	37,141,880	34,982,532
	-					

(2,279)

25,290,492

25,288,213

(5,386) 3,434,134

3,428,748

255,341 8,169,578

8,424,919

Equity in capital assets is comprised of the following: Financial equity Physical equity

REGIONAL DISTRICT OF KOOTENAY BOUNDARY SCHEDULE OF DEBENTURE DEBT

For the Year Ended December 31, 2016

MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA DEBENTURE ISSUES

SCHEDULE 4

							BALANCE		SINKING		BALANCE			
MFA			TERM	DATE	DATE	INTEREST	OUTSTANDING	ISSUED	FUND	ACTUARIAL	OUTSTANDING	INTEREST	ACCRUED	TOTAL
ISSUE	BYLAW	PURPOSE	IN	OF	OF	RATE	AT	IN	DEPOSITS	ADDITIONS	AT	PAYMENTS	INTEREST	INTEREST
NO.	NO.		YEARS	ISSUE	MATURITY		DECEMBER 31, 2015	2016	IN 2016	IN 2016	DECEMBER 31, 2016	IN 2016	IN 2016	IN 2016
63	903	Village of Midway	20	June 1, 1996	June 1, 2016	3.00%	24,684		9,768	14,916	-	4,845	-	4,845
66	981	City of Rossland	25	November 5, 1997	November 5, 2022	4.82%	255,368		13,032	18,332	224,004	29,980	4,600	34,580
68	1001	City of Rossland	25	March 24, 1998	March 24, 2023	4.65%	917,162		41,905	54,142	821,115	93,000	24,970	117,970
70	1059	City of Grand Forks	20	March 24, 1999	June 1, 2019	2.10%	55,083		6,495	6,375	42,213	4,115	338	4,453
74	1143	City of Trail	25	April 4, 2001	June 1, 2026	1.75%	442,021		15,715	15,399	410,907	18,000	1,079	19,079
75	1156	City of Greenwood	20	October 10, 2001	Dec 1, 2021	1.75%	62,111		4,612	4,519	52,980	4,651	220	4,871
77	1162	City of Trail	25	April 9, 2002	June 1, 2027	1.75%	1,697,948		56,572	50,102	1,591,274	64,800	3,884	68,684
79	1200	Beaver Valley Water Supply Utility	15	April 7, 2003	June 6, 2018	2.10%	209,891		37,074	29,505	143,312	16,800	1,289	18,089
81	1218	Beaver Valley Water Supply Utility	15	April 22, 2004	April 22, 2019	2.40%	614,925		83,416	59,254	472,255	43,200	8,285	51,485
81	1207	Village of Midway	20	April 22, 2004	April 22, 2024	2.40%	94,108		4,990	3,545	85,573	3,960	759	4,719
95	1281	City of Trail	20	October 13, 2005	October 13, 2025	1.80%	1,281,956		78,964	30,312	1,172,680	38,664	8,368	47,032
95	1276	Village of Midway	20	October 13, 2005	October 13, 2025	1.80%	98,594	_	6,073	2,332	90,189	2,974	644	3,618
102	1342	Columbia Pollution Control Plant	20	November 2, 2007	December 1, 2017	4.82%	141,848		50,807	18,726	72,315	29,402	2,417	31,819
102	1343	Regional Waste Management	10	November 2, 2007	December 1, 2017	4.82%	143,011		51,224	18,879	72,908	29,643	2,436	32,079
104	1388	City of Trail	20	Novermber 20, 2008	November 20, 2028	5.15%	1,249,094		57,089	18,036	1,173,969	87,550	9,834	97,384
104	1384	Grand Forks Aquatic Centre	20	November 20, 2008	November 20, 2028	5.15%	1,102,141		50,372	15,915	1,035,854	77,250	8,677	85,927

ITEM ATTACHMENT # a)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SCHEDULE OF DEBENTURE DEBT

For the Year Ended December 31, 2016

MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA DEBENTURE ISSUES

SCHEDULE 4

							BALANCE		SINKING		BALANCE
MFA			TERM	DATE	DATE	INTEREST	OUTSTANDING	ISSUED	FUND	ACTUARIAL	OUTSTANDING
ISSUE	BYLAW	,	IN	OF	OF	RATE	AT	IN	DEPOSITS	ADDITIONS	AT
NO.	NO.	PURPOSE	YEARS	ISSUE	MATURITY		DECEMBER 31, 2015	2016	IN 2016	IN 2016	DECEMBER 31, 2016
106	1863	City of Grand Forks	10	October 13, 2009	October 13, 2019	4.13%	223,766		41,646	11,049	171,071
106	812	City of Greenwood	10	October 13, 2009	October 13, 2019	4.13%	58,179		10,827	2,873	44,479
110	1420	Greenwood Fire Service	25	April 8, 2010	April 8, 2035	4.50%	187,036		5,163	1,118	180,755
112	728	Village of Warfield	15	October 6, 2010	October 6, 2025	3.73%	1,094,253		74,912	16,230	1,003,111
112	1887	City of Grand Forks	15	October 6, 2010	October 6, 2025	3.73%	51,065		3,496	757	46,812
116	1421	Regional Waste Management	10	April 4, 2011	April 4, 2021	4.20%	969,462		124,936	21,222	823,304
117	2344	City of Rossland	20	October 12, 2011	October 12, 2031	3.25%	1,246,097		48,806	8,290	1,189,001
118	1449	Christina Lake Fire Service	15	April 11, 2012	April 11, 2027	3.40%	295,436		17,479	2,183	275,774
126	1873	City of Grand Forks	20	September 26, 2013	September 26, 2033	3.85%	1,636,559		59,001	4,814	1,572,744
126	2716	City of Trail	20	September 26, 2013	September 26, 2033	3.85%	2,312,153		83,357	6,802	2,221,994
127	1545	City of Rossland	30	April 7, 2014	April 7, 2044	3.30%	3,928,680		71,321	2,853	3,854,506
137	2775	City of Trail	25	April 19, 2016	April 19, 2041	2.60%		4,916,000			4,916,000
137	1572	East End Regionalized Sewer Utility	25	April 19, 2016	April 19, 2041	2.60%		7,200,000			7,200,000

ACCRUED	TOTAL
INTEREST	INTEREST
IN 2016	IN 2016
4,469	25,119
1,162	6,531
2,227	11,902
13,183	69,133
615	3,226
15,189	78,189
10,353	57,587
2,641	14,541
17,791	85,432
25,135	120,700
30,740	162,740
25,563	89,471
37,440	131,040
	INTEREST IN 2016 4,469 1,162 2,227 13,183 615 15,189 10,353 2,641 17,791 25,135 30,740 25,563

Total Balance Outstanding at Dec 31, 2016

Future principal repayments on existing long-term debt for the next five years and thereafter are estimated as follows:
2017
2018
2019
2020
2021
Thereafter_

are estimated as follows:

2017 1,899,228
2018 1,827,239
2019 1,826,516
2020 1,635,807
2021 1,702,278
Thereafter 22,070,034

Total future repayments 30,961,102

30,961,102

Page 22

ITEM ATTACHMENT # a)

ITEM ATTACHMENT # a)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY SCHEDULE OF TANGIBLE CAPITAL ASSETS For the Year Ended December 31, 2016

SCHEDULE 5

										Engir	neer	ed Structi	ures	6		
			N	Machinery &		Land		Work In						Work In	2016	2015
	Land	Building		Equipment	In	nprovements		Progress		Water	S	ewer		Progress	Total	Total
COST																
Opening Balance	\$ 4,766,806	\$ 25,859,236	\$	22,440,143	\$	3,375,094	\$	685,940	\$	8,383,526 \$; 8	3,305,936	\$	58,543	73,875,224	\$ 72,346,685
Add: Additons	101,464	255,407		965,315		337,428		1,246,178		1,625,948		83,723		7,200,000	11,815,463	1,958,553
Less: Disposals or Write-downs	232	-		713,534		-		231,651		-				-	945,417	430,014
Closing Balance	 4,868,038	26,114,643		22,691,924		3,712,522		1,700,467		10,009,474	8	3,389,659		7,258,543	84,745,270	73,875,224
ACCUMULATED AMORTIZATION																
ACCOMOLATED AMORTIZATION																
Opening Balance	-	10,043,856		13,708,079		1,226,093		_		2,156,543	6	6,490,560		-	33,625,131	31,745,806
Add: Additions	-	-		-		-		-		-		-		-	-	-
Add: Amortization	-	669,342		934,569		102,504				176,500		273,876		-	2,156,791	2,098,676
Less: Acc. Amortization on Disposals	 -	-		530,839		-	4			-		-		-	530,839	219,351
Closing Balance	-	10,713,198		14,111,809		1,328,597		-	•	2,333,043	(5,764,436		-	35,251,083	33,625,131
Net Book Value for year ended December 31, 2016	\$ 4,868,038	\$ 15,401,445	\$	8,580,115	\$	2,383,925	\$	1,700,467	\$	7,676,431 \$; ·	1,625,223	\$	7,258,543	\$ 49,494,187	
Net Book Value,year ended						~										
December 31, 2015	\$ 4,766,806	\$ 15,815,380	\$	8,732,064	\$	2,149,001	\$	685,940	\$	6,226,983 \$; '	1,815,376	\$	58,543		\$ 40,250,093

Note: Included in Machinery & Equipment is \$3,794,752 of leased Tangible Capital Assets with accumulated amortization to date of \$1,389,445

ITEM ATTACHMENT # a)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY SCHEDULE OF SEGMENTED INFORMATION December 31, 2016

SCHEDULE 6

	Development Services	Environmental Health Services	General Government Services	Protective Services	Recreation and Cultural Services	Transportation Services	Total
Revenue	Development Services	Services	Oci Vices	1 Totective Services	Oci Vices	OEI VICES	iotai
From Own Sources:							
Grants in lieu of taxes	2.413	11.441	2.069.270	13.826	12.181	3.024	2.112.156
Services provided to other governments	_,	95.000	281.968	14,029	,	-,	390.997
Sale of services	30,840	3,007,545	-	7,302	1,075,739	378,211	4,499,637
Other revenue	8.065	1,504,799	397,232	96,454	527,710	-	2,534,260
Gain on disposal of assets	.,	35,232	,-	7,879			43,110
Transfers from:	-	-	-	, - · · · · · · · · · · · · · · · · · ·	-	-	-
Electoral area tax levy	865,410	1,818,280	717,378	3,343,398	2,698,947	355,355	9,798,768
Member municipalities	264,611	2,909,351	276,185	3,113,567	1,929,039	858,503	9,351,256
Other governments	10,000	303.903	239.658	394.271	-	-	947,832
g- · - · · · · · ·	1,181,339	9,685,551	3,981,691	6.990.726	6.243.616	1,595,093	29,678,017
Expenses		2,000,000			-,-,-,-	.,,,	
Salaries and benefits	572,647	1,760,918	1,196,835	3,939,634	2,124,543	-	9,594,577
Office and supplies	106,841	50,293	45,707	84.232	144,474	-	431,547
Insurance	-	49,855	94,975	112,911	62,760	-	320,501
Director remuneration and expense	-	-	424,758		-	-	424,758
Utilities	-	209,743	35,985	209,319	362,501	16,496	834,045
Professional fees	19,339	13.487	368,137	538	-	-	401,501
Equipment rentals	-	27,134	31,023	111	-	-	58,157
Repair and maintenance		785,212	31,322	527,070	404,716	-	1,748,319
Vehicle	12,875	31,264	(19,440)	257,359	(29,766)	-	252,292
Contracted services	307.725	2,369,920	52.720	560,476	694,711	1,516,727	5,502,278
Travel and training	10,058	2,632	105,852	276,836	17.427	-	412,805
Grants to other programs	-	-	387.677	10,873	1,119,092	-	1,517,642
Miscellaneous	71,390	194,761	(522,218)	338,542	123.517	87,228	293,221
Transfers to local governments		423,162		167,180	443,794		1,034,137
Provision for landfill liability		156,129		, , , , ,	-, -		156,130
,	1,100,875	6,074,509	2,233,334	6,484,971	5,467,769	1,620,451	22,981,908
Dahtists and family		204 504	0.045	40.400	00.044		440,400
Debt interest and fiscal services	-	334,594	9,615	18,189	86,011	-	448,409
Loss on disposal of assets	00.404	070 454	100.004	173,174	400 407		173,174
Amortization expense	28,461	973,151	106,821	568,220	480,137	-	2,156,791
Total operating expenses	1,129,337	7,382,255	2,349,771	7,244,554	6,033,918	1,620,451	25,760,283
Annual Surplus (Deficit)	52,003	2,303,296	1,631,920	(253,828)	209,698	(25,358)	3,917,734

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

SUPPLEMENTARY INFORMATION TO THE FINANCIAL STATEMENTS

FOR THE

YEAR ENDED DECEMBER 31, 2016

REGIONAL DISTRICT OF KA GENERAL REVE STATEMENT OF FINA December 3 Unaudit	NUE FUND NCIAL POSITION 1, 2016	RY		Page 25
ASSET	S	2016		2015
Cash Short Term Investments (Note 3) Accounts Receivable Accounts Receivable from Senior Government Accounts Receivable from Local Government Inventories Municipal Finance Authority Debt Reserve Fund (Note 4) Prepaid Expenses	\$	480,921 8,613,276 903,292 212,809 256,280 10,271 1,286,962 231,420 11,995,231	\$	447,558 7,341,325 298,687 450,031 196,591 8,135 1,171,079 225,568 10,138,974
Advance to Beaver Valley Water Revenue Fund		19,202		-
Advance to Boundary Transit Utility Fund	\$	3,863 12,018,296	\$	10,138,974
LIABILIT	IES			
Accounts Payable Accounts Payable to Senior Government Accounts Payable to Local Government Deferred Revenue Accrued Employee Sick Leave Community Works (Gas Tax) Landfill closure and Post closure costs accruals Municipal Finance Authority Debt Reserve Fund: (Note 4) -Member Municipalities -Regional District	* _	1,520,883 387,561 95,581 544,595 184,000 2,189,625 4,723,399 1,055,769 231,193	\$	1,076,629 357,454 262,699 482,678 172,000 1,953,914 4,567,269 941,315 229,764
Advance from General Capital Fund Advance from Beaver Valley Water Utility Revenue Fund Advance from Christina Lake Water Utility Revenue Fund Advance from Columbia Gardens Water Utility Revenue Fund Advance from Rivervale Water Utility Revenue Fund Advance from Beaver Valley Water Utility Capital Fund Advance from Columbia Gardens Water Utility Capital Fund Advance from East End Transit Utility Revenue Fund Advance from Boundary Transit Utility Revenue Fund Advance from Oasis/Rivervale Sewer Utility Revenue Fund Advance from Columbia Sewer Treatment Utility Revenue Fund Advance from Columbia Sewer Treatment Utility Capital Fund	\$ _	1,748 -44,446 12,188 37,786 488,452 1,907 43,895 - 11,479 477,981 3,373 12,055,861	\$.	1,748 44,539 - 11,319 35,295 488,452 1,907 69,860 45,264 13,979 470,950 3,375 11,230,408
FUND SURPLUS	(DEFICIT)			
Net Surplus (Deficit)	\$ <u></u>	(37,565) 12,018,296	\$ <u>.</u>	(1,091,434) 10,138,974

REGIONAL DISTRICT OF KOOTENAY BOUNDARY GENERAL REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE		2016 Budget		2016 Actual		2015 Actual
Grants in lieu of taxes Services provided to other governments Sale of Services Other revenue Transfers from:	\$	1,249,192 754,504 3,834,503 2,537,077	\$	2,103,736 749,995 3,866,101 2,311,518	\$	1,538,831 932,045 3,828,815 2,209,891
-Electoral area tax levy -Member municipalities -Other governments -Reserve fund -Capital fund		9,268,711 6,597,411 1,048,627 3,700,579 488,954		9,271,459 6,594,663 947,832 2,683,936 365,190		9,201,933 6,566,027 1,312,190 807,904 295,767
- Debenture Issue - Equity Capital	<u>-</u>			1,421,331		1,383,345
		29,479,558		30,315,761		28,076,748
EXPENDITURE Salaries and benefits Office and supplies Debt charges - principal Debt charges - interest Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization Expense Transfers to: Reserve fund local governments	\$	9,547,266 571,913 399,981 226,121 305,699 521,989 (133,770) 743,979 590,436 72,224 1,683,250 725,729 3,922,827 484,501 3,328,957 373,548 3,461,942 	\$	9,642,683 439,761 399,979 207,091 291,824 424,758 (119,350) 678,015 388,113 58,157 1,403,520 684,218 3,655,345 430,145 2,881,748 249,433 2,514,763 1,421,331 2,475,604 978,625 29,105,763	\$	9,591,385 455,583 627,311 240,445 269,652 432,828 (85,274) 685,659 336,963 69,678 1,613,724 568,240 3,888,796 400,598 2,409,084 155,902 1,372,736 1,383,345 1,875,337 973,699 27,265,691
EXCESS REVENUE (EXPENDITURE)	•		· <u></u>		•	
BEFORE LANDFILL CLOSURE COSTS PROVIS	IONS \$	(1,298,186)	\$	1,209,998	\$	811,057
Provision for Landfill Closure and Post Closure Cost	t	(76,600)		(156,129)		(142,883)
SURPLUS (DEFICIT) BEGINNING OF YEAR		(1,081,860)		(1,091,434)		(1,759,608)
SURPLUS (DEFICIT) END OF YEAR	\$	(2,456,646)	\$	(37,565)	\$	(1,091,434)

REGIONAL DISTRICT OF KOOTENAY BOUNDARY	
GENERAL CAPITAL FUND	
STATEMENT OF FINANCIAL POSITION	

December 31, 2016 Unaudited

ASSETS

ASSETS			
	2016		2015
Cash	-		-
Capital Assets	-		-
Land	\$ 4,523,810	\$	4,523,810
Buildings Accumulated Amortization	21,859,782 (8,139,572) 13,720,210	_	21,614,075 (7,591,825) 14,022,250
Machinery and Equipment Accumulated Amortization	18,491,575 (11,580,107) 6,911,468	_	18,298,135 (11,339,868) 6,958,267
Land Improvements Accumulated Amortization	3,712,522 (1,328,598) 2,383,924	_	3,375,094 (1,226,094) 2,149,000
Work in Progress	1,700,466		685,940
Due From General Revenue Fund	1,748		1,748
Debenture Debt Recoverable from Local Governments (Note 5)	20,684,622		16,728,879
	\$ 49,926,248	\$	45,069,894
LIABILITIES AND EQUITY IN C	APITAL ASSETS		
Payables			
Beaver Valley Water Utility Capital Fund	\$ 1,550	\$	1,550
Municipal Finance Authority - Liabiities Under Agreement Municipal Finance Authority - LUA - Equipment Financing Other Loan Agreeements	381,800 362,085 114,532		511,893 131,114 135,243
Debenture Debt	23,073,220		19,425,968
Lease Agreements	702,371		1,073,231

2,477

25,288,213

49,926,248

2,477

23,788,417 **45,069,894**

Reserve for future capital expenditures

Equity in capital assets

REGIONAL DISTRICT OF KOOTENAY BOUNDARY GENERAL RESERVE FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

Page 28

ASSETS

		2016	_	2015
Assets: Cash in Bank	•		•	05.000
	\$	-	\$	85,023
Money Market Fund Investment MFA of BC		7,017		6,653
Intermediate Fund Investment MFA of BC		4,010,883		-
Investment CIBC		-		2,092,970
Short Term Investment CIBC		-		71,112
Investments Reserve Fund		5,133,640		6,613,279
Short Term Investments Reserve Fund (1 year)		84,994		-
Term Deposit Heritage Savings & Credit Union		1,031,546		1,008,786
Accrued Interest Receivable		9,725		58,305
Total Assets	\$	10,277,805	\$ _	9,936,130
	ID FUND BALANCES			
Liabilities:				
Fund Balances:				
Total General Government & Others	\$	2,359,338	\$	3,043,657
Total Protective Services		1,565,709		2,506,023
Total Recreation & Culture		1,169,354		1,108,006
Total Environmental Health Services		3,568,489		2,131,224
Total Water & Sewer Utilities		1,097,693		708,594
Total Transit Services		517,222		438,626
Total Fund Balances	\$	10,277,805	\$	9,936,130

REGIONAL DISTRICT OF KOOTENAY BOUNDARY GENERAL RESERVE FUND STATEMENT OF SOURCES AND APPLICATION OF FUNDS DECEMBER 31, 2016 Unaudited

	2015	Interest	Transfer To Reserves	Transfer From Reserves	2016
RESERVE FUNDS					
General Government & Others:					
General Government & Administration \$	2,875,829	33,356	525,678	1,273,033	2,161,830
Electoral Area Administration	22,000	25	55,000	-	77,025
Boundary Economic Development	45,773	404	-	-	46,177
East End Economic Development	8,251	73	-	-	8,324
Planning & Development	43,824	405	5,000	20,000	29,229
Big White Steet Lighting	34,862	328	7.000	5,803	29,387
Beaverdell Street Lighting Protective Services:	13,118	140	7,000	12,892	7,366
Beaverdell Fire Protection	22,192	168	5,300		27,660
Big White Fire Protection	1,232,286	11,851	5,300	1,059,999	184,139
Building Inspection	1,232,280	1,575	-	1,009,999	103,465
Christina Lake Fire Protection	138,882	1,172	15,000	10,000	145,054
Emergency Communications (9-1-1)	217,215	1,886	-	21,034	198,067
Emergency Preparedness	151,811	485	36,815	113,502	75,609
Grand Forks Rural Fire Service	398,519	3,167	67,000	20,000	448,686
Greenwood Rural Fire Service	9,141	51	-	,	9,192
Police Based Victims' Assistance	17,496	156	-	-	17,652
Kootenay Boundary Regional Fire & Rescue	216,589	1,459	204,275	66,137	356,186
Recreation & Culture:					
Area 'B' Parks & Trails	73,387	611	11,500	5,000	80,498
Area 'C' Parks & Trails	143,972	1,190	20,000	-	165,162
Area 'D' Parks & Trails	26,444	185	7,500	-	34,129
Area 'E' Parks & Trails	26,477	193	4,999	-	31,669
Beaver Valley Parks & Trails	107,566	972	-	7,000	101,538
Beaver Valley Arena	19,000	165	-	-	19,165
Boundary Area Recreation	1,383	8	-	-	1,391
Christina Lake Recreation	36,828	311	4,000	-	41,139
Christina Lake Recreation Facilities	26,515	207	-	-	26,722
Grand Forks Aquatic Centre	109,449	934	10,000	5,000	115,383
Grand Forks Arena	185,664	1,551	25,001	-	212,216
Grand Forks Curling Rink	16,244	143	2,004	-	18,391
Greater Trail Community & Arts Centre	335,079	2,873	9,000	25,000	321,952
Environmental Health Services:	46,007	374			46 204
Big White Noise Control Mosquito Control Area D & GF	40,007	(85)	30,000	-	46,381 29,915
Christina Lake Milfoil Control	9,468	(35)	42,500		51,933
Composting Facility Operation	1,249	7		_	1,256
East End Cemeteries	52,217	225	85,000	_	137,442
Greenwood, Area 'E' Cemeteries	40,178	342	-	_	40,520
Regional Refuse Equipment	1,982,105	15,441	1,303,033	39,537	3,261,042
Water & Sewer Utilties:	1,000,100	,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,	-,,
Beaver Valley Water Utility	110,094	422	211,111	20,000	301,627
Christina Lake Water Utility	•	-	9,575	· -	9,575
Columbia Gardens Water Utility	11,485	109	4,600	-	16,194
Columbia Pollution Control	467,313	3,582	194,499	34,925	630,469
Oasis/Rivervale Sewer	29,757	257	9,001	-	39,016
Rivervale Water & Street Lighting Utility	89,945	728	23,389	13,250	100,812
Transit Services					
East End Transit Services	438,626	3,662	52,000	-	494,288
Boundary Transit	-	(65)	23,000	-	22,935
- -	9,936,130	91,008	3,002,780	2,752,112	10,277,806
Ψ.	3,330,130	91,000	5,002,700	۷,1 ۵۷, ۱ ۱۷	10,211,000

26,913

2,417

29,330

REGIONAL DISTRICT OF KOOTENAY COLUMBIA SEWER TREATMENT UTILITY STATEMENT OF FINANCIAL POS December 31, 2016 Unaudited	REVENUE F			Page 30
ASSETS				
		2016		2015
Municipal Finance Authority debt reserve (Note 4)	\$	214,784	\$	26,913
Due from Sewer Utility Capital Fund		8,350		8,350
Advance to General Revenue Fund		477,981	_	470,949
	\$	701,115	\$ <u></u>	506,212

214,785

39,856

254,641

FUND SURPLUS (DEFICIT)

LIABILITIES

Accrued Interest Payable

Municipal Finance Authority debt reserve fund (Note 4)

Fund surplus (deficit)	1		446,474	476,882
		<u> </u>	701,115	\$ 506,212

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA SEWER TREATMENT UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	2016 Budget		2016 Actual	-	2015 Actual
	.	o •	70.000	Φ.	00.005
Sale of services Proceeds from sale of assets	\$ 20,00	0 \$	72,828	\$	23,365
Grants in lieu of taxes Other revenue from own source	4,00 28,76		4,941 28,767		4,327 25,792
Transfers from:	28,70	/	28,767		25,792
member municipalities transfer from Equity	1,557,88	9	1,557,890 404,386		1,545,032 392,423
reserve fund	50,00	0	34,925		6,663
capital fund	7,128,00 8,788,65		7,128,000 9,231,737	\$	1,997,602
				-	
EXPENDITURE					
Salaries and benefits	\$ 446,35		417,484	\$	361,616
Debt charges - principal Debt charges - interest	50,80 216,60		50,808 181,318		50,808 29,402
Insurance	16,52		16,523		16,434
Board Fee	44,66		44,667		43,875
Utilities Vehicle	180,61 27,70		157,295 27,726		140,291 17,632
Contracted services	125,00		75,429		52,449
Miscellaneous	40,15		6,270		19,006
Operator fee and operating costs Disposal permit	507,62 18,00		339,715 17,138		425,509 17,289
Amortization Expense	10,00	-	404,386		392,423
Expenditures Capitalized	7,397,00		7,328,887		69,122
Transfer to Reserve fund	194,50	0	194,500	-	220,555
	9,265,54	0	9,262,146	-	1,856,411
EXCESS REVENUE (EXPENDITURE)	(476,88	3)	(30,409)		141,191
SURPLUS (DEFICIT) BEGINNING	476,88	3	476,882		335,691
,		<u> </u>	,	-	<u>, </u>
SURPLUS (DEFICIT) ENDING	\$	<u>-</u> \$ _	446,474	\$	476,882

		Page 32
REGIONAL DISTRICT OF KO OASIS/RIVERVALE SEWER U STATEMENT OF FINAI December 3' Unaudit	ITILITY REVENUE FUND NCIAL POSITION 1, 2016	-
ASSET	s	
	2016	2015
Accounts receivable	\$ 2,069	\$ 3,267
Due from general revenue fund	11,479	13,979
Accounts receivable from other governments		
	13,548	17,246
Advance to Oasis/Rivervale Sewer Utility Capital Fund	410	410
	\$ 13,958	\$17,656
FUND SURPLUS (DEF	\$ <u>-</u>	\$
Fund surplus (deficit)	\$ 13,958	\$ 17,656
	\$ 13,958	\$17,656

REGIONAL DISTRICT OF KOOTENAY BOUNDARY OASIS/RIVERVALE SEWER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	_	2016 Budget	-	2016 Actual	_	2015 Actual
Sale of services Transfer from Reserve Fund Electoral Area Tax Levy Miscellaneous Revenue Transfer from Equity	\$ _ \$	30,504 5,000 30,534 85,000 - 151,038	\$	30,115 - 30,534 - 48,448 109,097	\$ _ \$_	30,580 20,931 31,003 90,000 48,448 220,962
Debt charges Insurance Board fee Utilities Repair and maintenance Capital Miscellaneous Amortization Expense Transfer to CPCP operating fund Transfer to Reserve fund	\$	861 4,975 5,700 26,891 90,000 2,500 - 28,767 9,000 168,694	\$ \$	861 4,975 5,298 13,233 - 2,213 48,448 28,767 9,000 112,795	\$ - \$_	859 4,880 5,645 20,135 110,931 2,297 48,448 25,792 8,446 227,433
EXCESS REVENUE (EXPENDITURE) SURPLUS (DEFICIT) BEGINNING SURPLUS (DEFICIT) ENDING	\$ _ \$_	(17,656) 17,656	\$ - \$ <u>-</u>	(3,698) 17,656 13,958	\$ _ \$ <u>_</u>	(6,471) 24,127 17,656

REGIONAL DISTRICT OF KOOTENAY BOUNDARY MILL ROAD SANITARY SEWER SERVICE UTILITY REVENUE FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

ASSETS

	 2016		2015
Accounts receivable	\$ -	\$	-
Due from general revenue fund	-		-
Accounts receivable from other governments	 		
Advance to Oasis/Rivervale Sewer Utility Capital Fund	 <u>-</u>	_	<u>-</u>
LIABILITIES			
Advance from General Revenue Fund Deferred Revenue - Mill Road Collection System FUND SURPLUS (DEFICIT)	\$ -	\$	-
, olb colli 200 (DZI 1011)			
Fund surplus (deficit)	\$ 	\$	
	\$ -	\$	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY MILL ROAD SANITARY SEWER SERVICE UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

	2016 Budget	2016 Actual	· -	2015 Actual
REVENUE				
Sale of services Transfer from Reserve Fund Conditional transfers from Electoral Area Conditional transfers from other governments	- - -	\$ - - - -	\$	- - -
Insurance Board fee Utilities Contracted services Repair and maintenance Consultant fees Capital Miscellaneous Amortization Expense Transfer to CPCP operating fund Transfer to Reserve fund		- - - - - - - - - - - - -	\$	-
EXCESS REVENUE (EXPENDITURE) \$; -	\$ -	\$	-
SURPLUS (DEFICIT) BEGINNING		-		<u>-</u>
SURPLUS (DEFICIT) ENDING \$	·	\$	\$	_

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA SEWER TREATMENT UTILITY CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	2016	2015
SEWER CAPITA	L FUND ASSETS	
Capital assets		
Land	\$ 92,245	57,013
Buildings Accumulated Depreciation	2,985,945 (2,137,956) 847,989	2,976,245 (2,044,591) 931,654
Machinery & Equipment Accumulated Depreciation	2,421,178 (1,601,703) 819,475	2,421,177 (1,519,000) 902,177
Engineered Structures Accumulated Depreciation	7,110,136 (5,691,703) 1,418,433	7,026,413 (5,463,385) 1,563,028
Work in Progress	7,258,547	58,547
Due From General Revenue Fund	3,373	3,373
TOTAL ASSETS	\$ 10,440,062	\$ 3,515,792
SEWER CAPITAL FUND	LIABILITIES AND EQUITY	
Debenture Debt (Note 6)	\$ 7,272,315	\$ 141,848
Due to Sewer Utility Revenue Fund	8,350	8,350
Equity in Capital assets	3,159,397	3,365,594
	\$10,440,062	\$ 3,515,792

REGIONAL DISTRICT OF KOOT OASIS/RIVERVALE SEWER UTIL STATEMENT OF FINANCI/ December 31, 20 Unaudited	LITY CAPITAL FUND AL POSITION	Page 37
	2016	2015
ASSETS		
Buildings Accumulated Depreciation	\$ 24,439 (21,506) 2,933	\$ 24,439 (21,018) 3,421
Machinery & Equipment Accumulated Depreciation	90,485 (30,447) 60,038.51	90,485 (28,045) 62,440
Engineered Structures Accumulated Depreciation	1,279,523 (1,072,733) 206,790	1,279,523 (1,027,175) 252,348
TOTAL ASSETS	\$ 269,761	\$ 318,209
LIABILITY AND EQUITY		
Payables		
Oasis/Rivervale Sewer Utility Revenue Fund	\$ 410	\$ 410
Equity in capital assets	269,351	317,799
TOTAL LIABILITY AND EQUITY	\$ <u>269,761</u>	\$ 318,209

ASSETS 2016 2015	REGIONAL DISTRICT OF KOO BEAVER VALLEY WATER UTIL STATEMENT OF FINANC December 31, 2 Unaudited	ITY REVENUE FUND IAL POSITION 2016	Page 38
Accounts Receivable from other governments \$ 8,034 \$ 8,916 Municipal Finance Authority debt reserve fund (Note 4) Advance to General Revenue Fund - 44,539 Due From Beaver Valley Water Utility Capital Fund 236,567 236,567 \$ 386,300 \$ 430,592 LIABILITIES Municipal Finance Authority debt reserve fund (Note 4) Accounts Payable to local government Bag 237 79,221 Due to General Revenue Fund 19,202 - Accrued Interest Payable \$ 258,712 \$ 229,364 FUND SURPLUS (DEFICIT) Fund surplus (deficit) \$ 127,588 \$ 201,228	AS	SETS	
Accounts Receivable from other governments \$ 8,034 \$ 8,916 Municipal Finance Authority debt reserve fund (Note 4) Advance to General Revenue Fund - 44,539 Due From Beaver Valley Water Utility Capital Fund 236,567 236,567 \$ 386,300 \$ 430,592 LIABILITIES Municipal Finance Authority debt reserve fund (Note 4) Accounts Payable to local government Bag 237 79,221 Due to General Revenue Fund 19,202 - Accrued Interest Payable \$ 258,712 \$ 229,364 FUND SURPLUS (DEFICIT) Fund surplus (deficit) \$ 127,588 \$ 201,228			
Municipal Finance Authority debt reserve fund (Note 4) Advance to General Revenue Fund Due From Beaver Valley Water Utility Capital Fund LIABILITIES Municipal Finance Authority debt reserve fund (Note 4) Accounts Payable to local government Bag 237 Accounts Payable to local government Due to General Revenue Fund Accounts Payable FUND SURPLUS (DEFICIT) Fund surplus (deficit) 141,699 \$ 140,570 \$ 236,567 236,56	Associate Resolvable from other governments		
Advance to General Revenue Fund			
Liabilities		-	
Sabara S		236.567	
LIABILITIES Municipal Finance Authority debt reserve fund (Note 4) \$ 141,699 \$ 140,570 Accounts Payable to local government 88,237 79,221 Due to General Revenue Fund 19,202 - Accrued Interest Payable 9,574 9,574 \$ 258,712 \$ 229,364 FUND SURPLUS (DEFICIT) Fund surplus (deficit) \$ 127,588 \$ 201,228	Jac von Joans, vans, vans, can, capital vans	·	
Municipal Finance Authority debt reserve fund (Note 4) \$ 141,699 \$ 140,570 Accounts Payable to local government 88,237 79,221 Due to General Revenue Fund 19,202 - Accrued Interest Payable \$ 258,712 \$ 229,364 FUND SURPLUS (DEFICIT) Fund surplus (deficit) \$ 127,588 \$ 201,228		<u> </u>	<u> </u>
Municipal Finance Authority debt reserve fund (Note 4) \$ 141,699 \$ 140,570 Accounts Payable to local government 88,237 79,221 Due to General Revenue Fund 19,202 - Accrued Interest Payable \$ 9,574 9,574 \$ 258,712 \$ 229,364 FUND SURPLUS (DEFICIT) Fund surplus (deficit) \$ 127,588 \$ 201,228			
Fund surplus (deficit) \$ 127,588 \$ 201,228	Due to General Revenue Fund	19,202 <u>9,574</u>	<u> </u>
	FUND SURP	LUS (DEFICIT)	
\$ <u>386,300</u> \$ <u>430,592</u>	Fund surplus (deficit)	\$ 127,588	\$ 201,228
		\$386,300	\$430,592

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BEAVER VALLEY WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE Sale of services Grants in lieu of taxes Transfer From Reserve Fund Transfer From Equity Electoral area tax levy Member municipalities	\$ - \$ _	2016 Budget 339,321 463 20,000 136,800 340,200 836,784	\$ - \$_	2016 Actual 353,433 453 20,000 215,346 137,250 340,200 1,066,682	\$	2015 Actual 343,899 463 30,563 213,161 136,800 352,350 1,077,236
EXPENDITURE						
Salaries and benefits Debt charges - principal Debt charges - interest Insurance Board fee Utitilies Miscellaneous Water licence Purification & treatment Transmission & Distribution Pumping Hydrant Maintenance Repairs and Maintenance Expenditures Capitalized Amortization Expense Transfers to reserve fund Transfers to local governments	\$ \$ \$	45,000 120,490 60,000 8,177 24,595 2,900 54,550 950 278,314 45,500 28,725 14,000 35,950 100,000 	\$ _ \$_	41,577 120,490 60,000 8,177 24,595 2,972 61,229 1,271 255,720 26,711 29,654 7,979 11,104 54,636 215,346 211,111 7,750	\$	41,187 120,490 60,000 8,169 24,173 2,843 92,077 791 248,825 24,043 27,146 14,474 12,345 13,264 213,161 17,087 7,750
EXCESS REVENUE (EXPENDITURE)	\$	(201,228)	\$	(73,640)	\$	149,411
SURPLUS (DEFICIT) BEGINNING	-	201,228	_	201,228	-	51,817
SURPLUS (DEFICIT) ENDING	\$ ₌		\$_	127,588	\$	201,228

	REGIONAL DISTRICT OF KOOTE COLUMBIA GARDENS WATER UTIL STATEMENT OF FINANCIAI December 31, 201 Unaudited	ITY REVENUE FUND L POSITION	Page 40
	ASSETS	2016	2015
Advance to General Revenue Fund		\$ 12,188 \$ 12,188	\$11,319 \$11,319
	LIABILITIES AND FUND SURPLUS (I		
Fund surplus (deficit)	ORAK	\$ <u>12,188</u> \$ <u>12,188</u>	\$11,319 \$11,319

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA GARDENS WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE		2016 Budget	_	2016 Actual	-	2015 Actual
Sale of Services Conditional transfers from electoral area tax levy Other Revenue Transfer From Equity	\$	4,489 19,752 7,000	\$	7,187 19,752 7,000 52,754	\$	4,384 19,718 12,600 52,754
	\$.	31,241	\$_	86,693	\$_	89,456
EXPENDITURE						
Insurance Board Fee Utilities Operations and Maintenance Amortization Expense	\$	2,918 2,099 6,300 26,643	\$	2,918 2,099 5,691 17,762 52,754	\$	2,914 2,060 6,147 18,016 52,754
Contribution to Reserve	\$	4,600 42,560	\$ _	4,600 85,824	\$ _	9,700 91,591
EXCESS REVENUE (EXPENDITURE)	\$	(11,319)	\$	869	\$	(2,135)
SURPLUS (DEFICIT) BEGINNING		13,454	_	11,319	_	13,454
SURPLUS (DEFICIT) ENDING	\$	2,135	\$_	12,188	\$_	11,319

REGIONAL DISTRICT OF KOO RIVERVALE WATER & STREET LIGHT STATEMENT OF FINAN December 31, Unaudited	ING UTILITY REVENUE FUND CIAL POSITION 2016	Page 42
ASSETS		
Advance to General Revenue Fund Accounts Receivable - Rivervale Water Users	2016 \$ 37,786	\$ 35,295 5,638 \$ 40,933
LIABILITIES AND FUND SURPLI Fund surplus (deficit)	\$ 40,384 \$ 40,384	\$ <u>40,933</u> \$ 40,933

REGIONAL DISTRICT OF KOOTENAY BOUNDARY RIVERVALE WATER & STREET LIGHTING UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	2016 Budget	2016 Actual		2015 Actual
Sale of Services Miscellaneous Transfer From Equity Transfer From Reserve Fund Transfer From Capital Fund	\$ 168,253 - - 15,000 45,000	\$ 168,557 - 14,526 13,250 35,882	\$	165,585 14,517 8,545 -
	\$ 228,253	\$ 232,215	\$	188,647
EXPENDITURE				
Insurance Board Fee Utilities Professional Fees Operations and Maintenance Interest Expense Debt charges - principal Capital Expenditure Amortization Expense Contribution to Reserve	\$ 198 7,474 6,750 2,500 159,575 540 8,760 60,000 - 23,389 269,186	\$ 198 7,474 1,698 13,400 136,197 - 35,882 14,526 23,389 232,764	\$	196 7,330 6,611 - 128,895 - 14,417 8,545 12,000 177,994
EXCESS REVENUE (EXPENDITURE)	\$ (40,933)	\$ (549)	\$	10,653
SURPLUS (DEFICIT) BEGINNING	40,933	40,933	-	30,280
SURPLUS (DEFICIT) ENDING	\$ 	\$ 40,384	\$	40,933

Page 44
REGIONAL DISTRICT OF KOOTENAY BOUNDARY
CHRISTINA LAKE WATER UTILITY REVENUE FUND
STATEMENT OF FINANCIAL POSITION
December 31, 2016
Unaudited

ASSETS

	_	2016	-	2015
Cash	\$	32,076	\$	-
Investments		453,286		-
Inventory		500		-
Advance to General Revenue Fund		44,446		-
Accounts Receivable	_	15,750	_	
	\$ <u></u>	546,057	\$	

LIABILITIES AND FUND SURPLUS (DEFICIT)

Accounts Payable Fund surplus (deficit)	\$	695 545,362	\$ -
	\$_	546,057	\$ _



REGIONAL DISTRICT OF KOOTENAY BOUNDARY CHRISTINA LAKE WATER UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	2016 Budget	2016 Actual	- <u>-</u>	2015 Actual
Miscellaneous Transfer From Capital Fund	\$	\$ 1,476,605 729,728	\$	
	\$	\$ 2,206,333	\$_	-
EXPENDITURE		•		
Operations and Maintenance Capital Expenditure	\$	\$ 1,200 1,659,771	\$	
	\$	\$ 1,660,971	\$_	-
	OF			
EXCESS REVENUE (EXPENDITURE)	\$ -	\$ 545,362	\$	-
SURPLUS (DEFICIT) BEGINNING				-
SURPLUS (DEFICIT) ENDING	\$ <u> </u>	\$545,362	\$_	-

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BEAVER VALLEY WATER UTILITY CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	ASSETS	2016		2015
Receivable General Revenue Fund General Capital Fund	,	\$ 488,452 1,550 490,002	\$	488,452 1,550 490,002
Non Financial Assets Land		150,074		150,074
Buildings Accumulated Depreciation		1,030,653 (355,217) 675,436		1,030,653 (334,604) 696,049
Machinery and Equipment Accumulated Depreciation		1,255,926 (799,921) 456,005	•	1,255,926 (742,018) 513,908
Engineered Structures Accumulated Depreciation		6,510,121 (2,001,753) 4,508,368	-	6,455,485 (1,864,924) 4,590,561
	LIABILITY AND EQUITY	\$6,279,885_	\$	6,440,594
Due to Water Utility Revenue Fund Debenture Debt (Note 6)		\$ 236,567	\$	236,568
Issued by MFA		615,567		824,816
Equity in Capital Assets		5,427,751	•	5,379,210
	;	\$ 6,279,885	\$	6,440,594

1,952,748

REGIONAL DISTRICT OF KOOTENAY BOUNDARY COLUMBIA GARDENS WATER UTILITY CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

Non Financial Assets Land

> Buildings Accumulated Depreciation

> Machinery & Equipment Accumulated Depreciation

Advance to General Revenue Fund

Engineered Structures Accumulated Depreciation

Equity in Capital Assets

		2016	_	2015
ASSETS				
	\$	5,707		5,707
	_	199,174 (46,474) 152,700	_	199,174 (39,835) 159,339
	_	328,731 (76,704) 252,027	<u>-</u>	328,731 (65,746) 262,985
		1,757,872 (270,219) 1,487,653	_	1,757,871 (235,061) 1,522,810
		1,907		1,907
	\$	1,899,994	\$	1,952,748
ABILITY AND EQUITY				
25	\$	1,899,994		1,952,748

1,899,994

REGIONAL DISTRICT OF KOOTENAY BOUNDARY RIVERVALE WATER & STREET LIGHTING UTILITY - CAPITAL FUND STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

		2016	_	2015
	ASSETS			
Non Financial Assets Land	\$	30,200	\$	30,200
Buildings Accumulated Depreciation		14,650 (12,473) 2,177	_ _	14,650 (11,984) 2,666
Machinery & Equipment Accumulated Depreciation		81,570 (22,927) 58,643	-	45,688 (13,402) 32,286
Engineered Structures Accumulated Depreciation		170,169.83 (61,070.33) 109,099.50	<u>-</u> -	170,170 (56,558) 113,612
	\$	200,120	\$ <u></u>	178,764
	LIABILITY AND EQUITY			
Equipment Financing	\$	32,988	\$	-
Equity in Capital Assets	(),	167,132		178,764
	\$	200,120	\$ <u></u>	178,764

REGIONAL DISTRICT OF KOOTENAY BOUNDARY CHRISTINA LAKE WATER UTILITY STATEMENT OF FINANCIAL POSITION December 31, 2016 Unaudited

	ASSETS	2016		2015		
Non Financial Assets Land	\$	66,000		-		
Machinery and Equipment Accumulated Depreciation		22,459		-		
Engineered Structures Accumulated Depreciation		22,459 1,571,311		-		
		1,571,311	¢	-		
\$ 1,659,770 \$						
Debenture Debt		700 700	•			
Equity in Capital Assets	\$	729,728	\$	- 		
	\$	1,659,770	\$			

\$ 43,895 \$ 69	
Advance to General Revenue Fund \$ 43,895 \$ 68 LIABILITIES AND FUND SURPLUS (DEFICIT) Fund Surplus (Deficit) \$ 43,895 \$ 68	
\$ 43,895 \$ 68 LIABILITIES AND FUND SURPLUS (DEFICIT) Fund Surplus (Deficit) \$ 43,895 \$ 68	
LIABILITIES AND FUND SURPLUS (DEFICIT) Fund Surplus (Deficit) \$ 43,895 \$ 68	,860
Fund Surplus (Deficit) \$ 43,895 \$ 69	,860
	,860 , 860

REGIONAL DISTRICT OF KOOTENAY BOUNDARY EAST END TRANSIT UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	-	2016 Budget	2016 Actual	 2015 Actual
Sales of services Grants in lieu of taxes Conditional transfers from electoral area tax levy Conditional transfers from member municipalities	\$	382,920 2,500 320,049 838,227	\$ 368,802 2,880 320,302 837,974	\$ 358,676 3,004 326,481 832,566
	\$_	1,543,696	\$ 1,529,958	\$ 1,520,727
EXPENDITURE Contracted services Board fee Transfer To Reserves Miscellaneous	\$	1,500,852 48,507 52,000 12,363	\$ 1,442,499 48,507 52,000 12,917	\$ 1,446,752 47,650 32,000 21,412
	\$ <u>.</u>	1,613,722	\$ 1,555,923	\$ 1,547,814
EXCESS REVENUE (EXPENDITURE)	\$	(70,026)	\$ (25,965)	\$ (27,087)
SURPLUS (DEFICIT) BEGINNING	-	70,026	69,860	96,947
SURPLUS (DEFICIT) ENDING	\$		\$ 43,895	\$ 69,860

BOUNDARY TI STATEME	Page 52 TRICT OF KOOTENAY BOUNDARY RANSIT UTILITY REVENUE FUND ENT OF FINANCIAL POSITION
	December 31, 2016 Unaudited
,	ASSETS
	2016 2015
	
Advance to General Revenue Fund	\$ \$ 45,264_
	\$ <u>-</u> \$ <u>45,264</u>
LIABILITIES AND F	FUND SURPLUS (DEFICIT)
Due To General Revenue Fund Fund surplus (deficit)	\$ 3,864 \$ 45,264
	\$ <u> - </u>
•	

REGIONAL DISTRICT OF KOOTENAY BOUNDARY BOUNDARY TRANSIT UTILITY REVENUE FUND STATEMENT OF FINANCIAL ACTIVITIES December 31, 2016 Unaudited

REVENUE	_	2016 Budget	•	2016 Actual	_	2015 Actual
Sale of Services Grants in lieu of taxes Conditional transfers from electoral area tax levy Conditional transfers from member municipalities	\$	9,738 100 23,802 25,185	\$	9,409 144 19,471 20,529	\$_	9,085 263 23,301 25,804
	\$_	58,825	\$	49,553	\$_	58,453
EXPENDITURE Contracted services Board fee Transfer to Reserves	\$ \$_	79,636 1,453 23,000	\$	74,228 1,453 23,000 98,681	\$ _ \$_	58,231 1,426 - 59,657
EXCESS REVENUE (EXPENDITURE)	\$	(45,264)	\$	(49,128)	\$	(1,204)
SURPLUS (DEFICIT) BEGINNING	_	45,264		45,264	_	46,468
SURPLUS (DEFICIT) ENDING	\$ <u></u>		\$	(3,864)	\$ _	45,264

REVENUE		2016 Budget General Government Services 001	2016 Actual General Government Services 001
1 Grants in lieu of taxes	\$	1,223,559	\$ 2,068,573
2 Services provided to other governments3 Sale of services		30,153	30,003
Proceeds from sale of assets 4 Other revenue		234,549	261,668
Transfers from:			
5 electoral area tax levy		259,083	259,247
6 member municipalities		273,378	273,214
7 other governments 8 reserve fund		196,862	199,658
8 reserve fund 9 capital fund		1,317,033	1,273,033
debenture issue		-	-
10 equity account		-	106,821
oquity account	\$.00,021
		3,534,617	\$ 4,472,217
EXPENDITURE			
11 Salaries and benefits	\$	1,242,992	1,196,835
12 Office and supplies	Ψ	72,200	35,462
13 Debt charges - principal		72,200	00,402
14 Debt charges - interest		25,000	9,615
15 Debt charges - lease		· -	· -
16 Insurance		110,027	94,975
17 Director remuneration and expense		372,767	315,689
18 Board fee		(631,168)	(616,747)
19 Utilities		32,000	34,670
20 Professional fees		493,886	368,149
21 Equipment rentals		35,808	31,023
22 Repair and maintenance		147,688	105,608
23 Vehicle		28,384	15,329
24 Contracted services 25 Travel and training		6,250	8,063
25 Travel and training 26 Grants to other programs		40,101 1,283,033	56,258 1,280,033
27 Miscellaneous		60,996	67,013
28 Expenditures capitalized		178,000	65,139
Amortization expense		-	106,821
Transfers to:			,-
29 Reserve fund		518,690	522,641
30 local governments			
	\$	4,016,654	\$ 3,696,576
EXCESS REVENUE (EXPENDITURE)		(482,037)	775,641
SURPLUS (DEFICIT) BEGINNING OF YEAR		482,037	482,037
SURPLUS (DEFICIT) END OF YEAR	\$		\$ 1,257,678

Page	55

	2016 Budget Electoral Area Administration 002		2016 Actual Electoral Area Administration 002		2016 Budget Electoral Area Grant-in Aid 003		2016 Actual Electoral Area Grant-in Aid 003		2016 Budget Building and Plumbing Inspection 004		2016 Actual Building and Plumbing Inspection 004	
\$	500	\$	686	\$		\$		\$	1,500	\$	1,874	1
	295,000		281,968 -		-		-		2,500		1,686	2 3
	-		-		-		-		500		0	4
	213,611		213,611		239,808		239,808		433,857 313,900		433,856 313,900	5 6
	40,000		40,000		-		-		313,900		313,900	7 8
	-		-		-		-		-		-	9
_	-										20,179	10
\$_	549,111	\$	536,265	\$	239,808	\$	239,808	\$	752,257	\$	771,495	
\$	-	\$	-	\$	-	\$		\$	677,269	\$	680,488	11
	10,500		10,245			_ \	-		17,830		11,071 -	12 13
	-		-				-		-		-	14
	-		-				-		-		-	15 16
	149,222		109,070						-		-	17
	18,531		18,531		8,908		8,908		26,246 14,500		26,246 13,280	18 19
	-		_		-		-		5,000		538	20
	-		-		-		-		3,500		-	21
	-		-		-		-		64,988		59,743	00
	20,085 45,000		20,299 40,162						24,950		20,250	23 24
	70,808		49,594						16,535		9,397	25
	250,000		241,806		280,076		198,399		-		-	26
	-		-		-		-		-		-	27 28
			_				_				20,179	20
	55,000		55,000		-		-		538		538	29 30
- \$	619,146	\$	544,707	\$	288,984	\$	207,307	\$	851,356	\$	841,730	
-	(70,035)		(8,442)		(49,176)		32,501		(99,099)		(70,235)	
_	70,035		70,035		49,176		49,175		99,099		98,795	
¢		\$	61,593	\$		\$	81,676	\$		\$	28,560	
Ψ=		φ	01,333	φ		Ψ	31,070	φ		φ	20,300	

REVI	ENUE		2016 Budget Planning and Development 005		2016 Actual Planning and Development 005
1	Grants in lieu of taxes	\$	1,000	\$	1,283
2	Services provided to other governments		<u>-</u>		
3	Sale of services Proceeds from sale of assets		28,500		30,840
4	Other revenue		1,000		8,065
	Transfers from:		,		-,
5	electoral area tax levy		630,381		630,433
6	member municipalities		100,365		100,313
7	other governments		-		-
8 9	reserve fund capital fund		20,000		20,000
9	debenture issue		-		_
10	equity account		-		28,461
		\$	781,246	\$	819,395
EXP	ENDITURE				
11	Salaries and benefits	\$	615,366	\$	572,647
12	Office and supplies	•	26,589	۳	21,841
13	Debt charges - principal				
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16	Insurance		-		-
17 18	Director remuneration and expense Board fee		- 44.514		- 44,514
19	Utilities		44,514		44,514
20	Professional fees		10,000		7,831
21	Equipment rentals		´ -		´ -
22	Repair and maintenance		60,906		60,287
23	Vehicle		12,875		12,875
24	Contracted services		43,270		40,421
25 26	Travel and training Grants to other programs		13,000		9,977
27	Miscellaneous		_		13,626
28	Expenditures capitalized		-		
	Amortization expense				28,461
	Transfers to:				
29 30	Reserve fund local governments		5,539		5,539
30	local governments				
		\$	832,059	\$	818,019
EXC	ESS REVENUE (EXPENDITURE)		(50,813)		1,376
SURI	PLUS (DEFICIT) BEGINNING OF YEAR		50,813		50,813
SURI	PLUS (DEFICIT) END OF YEAR	\$	<u>-</u>	\$	52,189

Page	57

 2016 Budget Feasibility Studies 006		2016 Actual Feasibility Studies 006	2016 Budget Police Based Victims' Services 009		sed Police Based		2016 Budget Area C Economic Dev. 077		2016 Actual Area C Economic Dev. 077		
\$ 101 - -	\$	11 - -	\$	150 - -	\$	158 - -	\$	-	\$	353	1 2 3
				-							4
2,815 2,969 - -		2,814 2,971 - -		18,084 47,360 48,227 1,500		18,096 47,348 48,279		104,766		104,766	5 6 7 8 9
											10
\$ 5,885	\$	5,796	\$	115,321	\$	113,881	\$	104,766	\$	105,119	
\$ - - -	\$	- - -	\$	111,601 1,740	\$	64,833 226	\$	89,000	\$	89,000	11 12 13 14
-		-	•			-					15 16 17
1,504		1,504 - -		1,350 2,220		1,351 1,548 - -		1,351		1,351	18 19 20 21
-		-		-		-					23
40,000		- - 102		4,750 - -		609 - -		37,000			24 25 26 27
-		-		-		-					28
-		-		<u> </u>				- -			29 30
\$ 41,504	\$	1,606	\$	121,661	\$	68,567	\$	127,351	\$	90,351	
(35,619)		4,190		(6,340)		45,314		(22,585)		14,768	
35,619		35,619		6,340		6,149		22,585		22,585	
\$ 	\$	39,809	\$		\$	51,463	\$		\$	37,352	

REVENUE		2016 Budget Solid Waste Management 010		2016 Actual Solid Waste Management 010
1 Grants in lieu of taxes	\$	2,000	\$	3,503
2 Services provided to other governments	•	-	•	-
3 Sale of services		2,445,236		2,436,887
Proceeds from sale of assets				
4 Other revenue		1,280,033		1,299,902
Transfers from:				
5 electoral area tax levy		610,876		611,247
6 member municipalities		644,571		644,200
7 other governments		250,000		226,227
8 reserve fund 9 capital fund		910,000 30,000		39,537
debenture issue		30,000		-
10 equity account		_		234,877
10 equity account				234,077
	\$	6,172,716	\$	5,496,380
EXPENDITURE				
11 Salaries and benefits	\$	1,037,981	\$	1,095,104
12 Office and supplies	•	79,919	•	54,007
13 Debt charges - principal		176,161		176,160
14 Debt charges - interest		92,644		92,643
15 Debt charges - lease		· -		· -
16 Insurance		19,779		20,438
17 Director remuneration and expense		-		-
18 Board fee		50,691		50,691
19 Utilities		40,909		35,008
20 Professional fees		50,000		87
21 Equipment rentals		25,694		21,929
22 Repair and maintenance 23 Vehicle		312,135		234,319
24 Contracted services		1,152,221		1,214,111
25 Travel and training		23,985		19,163
26 Grants to other programs		25,905		19,103
27 Miscellaneous		_		
28 Expenditures capitalized		1,129,000		153,100
Amortization expense				234,877
Transfers to:				
29 Reserve fund		1,303,033		1,303,033
30 local governments				<u> </u>
	\$	5,494,152	\$	4,704,670
EVOECO DEVENUE (EVDENDITUDE)				
EXCESS REVENUE (EXPENDITURE)		070 504		704 740
BEFORE LANDFILL CLOSURE COST PROVISION		678,564		791,710
Provision for Landfill Closure Cost Provision		(76,600)		(156,129)
SURPLUS (DEFICIT) BEGINNING OF YEAR		(3,058,610)		(3,058,610)
SURPLUS (DEFICIT) END OF YEAR	¢	(2,456,646)	¢	(2,423,029)
SOM LOO (DELIGIT) END OF TEAM	4	(2,730,040)	φ	(2,723,023)

Page	59

	2016 Budget Emergency Preparedness 012	2016 Actual Emergency Preparedness 012	(2016 Budget 9-1-1 Emergency Communications 015	2016 Actual 9-1-1 Emergency Communication 015	S	2016 Budget Greater Trail Community Centre 018	2016 Actual Greater Trail Community Centre 018	
\$	800	\$ 785	\$	750	\$ 865	\$	1,500	\$ 1,763	1
	-	-		-	-		598,019	648,446	2 3
	30,406	36,964		-	-		496,918	355,433	4
	136,675 118,904 100,000 106,972 73,000	136,059 119,520 (1,046) 113,502 68,133		151,846 160,223 347,038 40,000	151,937 160,132 347,038 21,033		195,899 513,068 - 25,000	196,052 512,915 - 25,000	5 6 7 8 9
-	-	16,273			35,909			141,358	10
\$	566,757	\$ 490,190	\$	699,857	\$ 716,914	\$	1,830,404	\$ 1,880,967	
\$	149,869 6,100 -	\$ 149,869 2,735 - -	\$	358,998 1,750 -	\$ 358,998	\$	490,837 15,225 40,169 2,622	\$ 515,747 22,427 40,169 1,986	11 12 13 14
	- - - 5,237	- - - 5,237		1,530 - 16,211	1,530 - 16,211		27,368 - 16,689	27,383 - 16,689	15 16 17 18
	1,960 20,000	2,723		100,321	86,641		104,128	94,360	19 20
	6,555 16,871 34,493 9,142 123,500 111,972 83,000	2,306 2,387 25,006 4,079 24,254 113,657 68,133 16,273		84,903 111,923 4,060 - 40,000	72,098 110,914 15 - 21,033 35,909		86,232 14,680 240,953 1,000 592,481 17,748 200,000	94,255 12,327 282,551 4,115 446,825 17,749 200,719 141,358	21 23 24 25 26 27 28
-	30,406	36,815 		<u>-</u> _	- _		9,000	9,000	29 30
\$	599,105	453,474	\$	719,696	703,349	\$	1,859,132	\$ 1,927,660	
	(32,348)	36,716		(19,839)	13,565		(28,728)	(46,693)	
-	32,348	32,348		19,839	19,839		28,728	28,279	
\$		\$ 69,064	\$		\$33,404	\$		\$ (18,414)	

REV	ENUE		2016 Budget Beaver Valley Arena 020-011		2016 Actual Beaver Valley Arena 020-011
1	Grants in lieu of taxes	\$	200	\$	366
2	Services provided to other governments		-		-
3	Sale of services		157,849		162,202
	Proceeds from sale of assets				
4	Other revenue		2,071		1,834
	Transfers from:				
5	electoral area tax levy		228,928		229,019
6	member municipalities		109,202		109,111
7	other governments		-		-
8 9	reserve fund capital fund		-		-
9	debenture issue		_		_
10	equity account		_		50,636
10	equity account		•		00,000
		\$	498,250	\$	553,168
EXP	ENDITURE				
11	Salaries and benefits	\$	289,296	\$	291,351
12	Office and supplies		41,930		26,492
13	Debt charges - principal		-		
14	Debt charges - interest		-		
15	Debt charges - lease				
16	Insurance		10,855		11,690
17	Director remuneration and expense		40.540		40.540
18	Board fee		12,543		12,543
19 20	Utilities Professional fees		74,697		82,521
20	Equipment rentals		-		
22	Repair and maintenance		75,561		74,844
23	Vehicle		14,417		12,040
24	Contracted services		14,288		12,952
25	Travel and training		2,071		4,708
26	Grants to other programs		_,		-
27	Miscellaneous		-		-
28	Expenditures capitalized		-		-
	Amortization expense		-		50,636
	Transfers to:				
29	Reserve fund		-		-
30	local governments		_		
		•	F2F 6F0	•	F70 777
		Þ	535,658	Ф	579,777
FXC	ESS REVENUE (EXPENDITURE)		(37,408)		(26,609)
_,,0			(3.,.00)		(20,000)
SUR	PLUS (DEFICIT) BEGINNING OF YEAR		37,408		37,408
CLID	DLUG (DEFICIT) FND OF VEAD			•	40.700
SUK	PLUS (DEFICIT) END OF YEAR	Þ		\$	10,799

Page 61

	2016 Budget Beaver Valley Recreation 020-013		2016 Actual Beaver Valley Recreation 020-013		2016 Budget Area 'B' Parks & Trails 014		2016 Actual Area 'B' Parks & Trails 014
\$	-	\$	202	\$	450	\$	469
	- 35,565		24,805		-		-
	2,139		2,050		-		8,632
	128,049 61,081		128,099 61,031		244,332		244,332
	-		· -		5,000		5,000
	-		-		-		-
		_	<u>-</u>				16,671
\$	226,834	\$	216,187	\$	249,782	\$	275,104
•		•					
							X
\$	163,026	\$	158,868	\$	- '	\$	
	23,287		22,815			X	-
	-		-		3,793		3,080
	-		-				-
	-		-				-
	11,569		11,569		11,569		11,569
	3,832		4,316 -		760 -		659 -
			-		-		-
	10,927 3,881		22,171 4,798		-		-
	-		-		-		-
	-		150		231,772		- 140,191
	-		-		-		-
	-		-		-		16,671
	-		-		11,500		11,500
\$	216,522	\$	224,687	\$	259,394	\$	183,670
•	10,312		(8,500)	•	(9,612)		91,434
	(10,312)		(10,312)		9,612		9,612
	(10,012)				3,012	_	
\$		\$	(18,812)	\$		\$	101,046

1 Grants in lieu of taxes \$ 750 \$ 1,654 2 Services provided to other governments 68,960 67,594 3 Sale of services 2,000 4,153 4 Other revenue 2,000 4,153 Transfers from: 3 188,977 189,168 6 member municipalities 238,677 238,486 6 member municipalities 238,677 238,486 7 other governments 238,677 238,486 8 reserve fund - - - 9 capital fund - - - - 10 equity account \$ 399,364 \$ 503,727 -<	REVI	ENUE		2016 Budget Recreation Commission Grand Forks & Electoral Area 'D' 021	2016 Actual Recreation Commission Grand Forks & Electoral Area 'D' 021
Services provided to other governments Sale of services					
Sale of services			\$	750	\$ 1,654
Proceeds from sale of assets				- 68.060	- 67 504
Cither revenue City City	3			00,900	07,594
Section Sect	4			2,000	4,153
6 member municipalities 238,677 238,486 7 other governments					
7 other governments					
Teserve fund				238,677	238,486
Capital fund debenture issue				-	-
Description				_	-
Salaries and benefits Salaries and benefits Salaries and benefits Salaries and benefits Salaries and supplies 29,840 30,270				-	-
Salaries and benefits \$ 398,959	10	equity account	_		2,672
11 Salaries and benefits \$ 398,959 \$ 407,265 12 Office and supplies 29,840 30,270 13 Debt charges - principal 8,017 8,017 14 Debt charges - lease 524 396 15 Debt charges - lease - - 16 Insurance 66 66 17 Director remuneration and expense - - 18 Board fee 11,569 11,569 19 Utilities 7,880 6,929 20 Professional fees - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - -			\$_	499,364	\$ 503,727
12 Office and supplies 29,840 30,270 13 Debt charges - principal 8,017 8,017 14 Debt charges - interest 524 396 15 Debt charges - lease - - 16 Insurance 66 66 17 Director remuneration and expense - - 18 Board fee 11,569 11,569 19 Utilities 7,880 6,929 20 Professional fees - - 21 Equipment rentals - - 21 Equipment rentals - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 29 Reserve fund -					
13 Debt charges - principal 1,017 14 Debt charges - interest 524 396 15 Debt charges - lease			\$		\$
14 Debt charges - interest 524 396 15 Debt charges - lease - - 16 Insurance 66 66 17 Director remuneration and expense - - 18 Board fee 11,569 11,569 19 Utilities 7,880 6,929 20 Professional fees - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense - - Transfers to: - - 29 Reserve fund - - <t< td=""><td></td><td></td><td></td><td></td><td></td></t<>					
15 Debt charges - lease					
16 Insurance 66 66 17 Director remuneration and expense - - 18 Board fee 11,569 11,569 19 Utilities 7,880 6,929 20 Professional fees - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - - 28 Expenditures capitalized - - - Amortization expense 2,672 - - 30 local governments - - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				-	-
18 Board fee 11,569 11,569 19 Utilities 7,880 6,929 20 Professional fees - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 - Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				66	66
19 Utilities 7,880 6,929 20 Professional fees - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				-	-
20 Professional fees - - 21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 Transfers to: 29 Reserve fund - - 29 Reserve fund - - - 30 local governments - - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)					
21 Equipment rentals - - 22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 - Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				7,880	6,929
22 Repair and maintenance 3,000 1,286 23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 - Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				-	-
23 Vehicle 4,088 4,097 24 Contracted services - - 25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)		• •		3,000	1,286
25 Travel and training 9,250 8,304 26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				4,088	
26 Grants to other programs 20,000 20,000 27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				-	<u>-</u>
27 Miscellaneous - - 28 Expenditures capitalized - - Amortization expense 2,672 Transfers to: - - 29 Reserve fund - - 30 local governments - - EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)					,
28 Expenditures capitalized Amortization expense Transfers to:				20,000	20,000
Amortization expense 7,672 Transfers to: 29 Reserve fund 7				-	-
29 Reserve fund -					2,672
2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR C6,171					
\$ 493,193 \$ 500,871 EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)				-	-
EXCESS REVENUE (EXPENDITURE) 6,171 2,856 SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)	30	local governments	_	<u>-</u>	<u>-</u>
SURPLUS (DEFICIT) BEGINNING OF YEAR (6,171) (6,171)			\$_	493,193	\$ 500,871
· · · · · · · · · · · · · · · · · · ·	EXCI	ESS REVENUE (EXPENDITURE)		6,171	2,856
SURPLUS (DEFICIT) END OF YEAR \$ \$	SUR	PLUS (DEFICIT) BEGINNING OF YEAR	_	(6,171)	(6,171)
	SUR	PLUS (DEFICIT) END OF YEAR	\$ _		\$ (3,315)

Э	2016 Actual Recreation Facilities Electoral Area 'C' Christina Lake 024	(2016 Budget Recreation Facilities Electoral Area 'C' Christina Lake 024	2016 Actual Recreation Commission Electoral Area 'C' Christina Lake 023	2016 Budget Recreation Commission Electoral Area 'C' Christina Lake 023	2016 Actual Recreation Commission Greenwood Midway & Area 'E' 022		2016 Budget Recreation Commission Greenwood Midway & Area 'E' 022	
	65	\$	-	\$ 170	\$ 200	\$ 292	\$	-	\$
	-		-	- 11,692	14,490	-		-	
	-		-	1,138	1,500	-		-	
	40,000		40,000	53,299	53,299	39,793 20,878		39,458 21,213	
	-		-	-	-	-			
	-		-	-	-	-		-	
	3,520	_					_		-
	43,585	\$ _	40,000	\$ 66,299	\$ 69,489	\$ 60,963	\$ <u>_</u>	60,671	\$_
	- - -	\$:	\$ 11,140 14,152	\$ 13,263 22,319 -	\$ - 8,412 -	\$	- 16,000 -	\$
	-		-	-		-		-	
	-		-	-		-		-	
	1,351 -		1,351 -	1,351 -	1,351	1,351 -		1,351 -	
	-		-	-	-	-		-	
	-		-	-	-	-		-	
	-		-	32,000	32,000	-		-	
	- 44,398 -		48,696 -	150 - -	500 - -	23,998		14,100	
	3,520		-	-	-	-		-	
	- -	_	<u>-</u>	4,000	4,000	- 32,510	_	- 32,510	_
	49,269	\$ _	50,047	\$ 62,793	\$ 73,433	\$ 66,271	\$ _	63,961	\$_
١	(5,684)		(10,047)	3,506	(3,944)	(5,308)		(3,290)	
	10,047	_	10,047	3,944	3,944	3,290	_	3,290	-
	4,363	\$	-	\$ 7,450	\$ _	\$ (2,018)	\$		\$

REVENUE		2016 Budget Grand Forks & District Arena 030		2016 Actual Grand Forks & District Arena 030
1 Grants in lieu of taxes	\$	1,000	\$	1,836
 Services provided to other governments Sale of services 	·	- 125,181	·	119,665
Proceeds from sale of assets				
4 Other revenue Transfers from:		5,500		13,557
5 electoral area tax levy		134,525		134,525
6 member municipalities 7 other governments		285,865		285,865 -
8 reserve fund 9 capital fund		-		-
debenture issue		-		-
10 equity account				86,410
	\$	552,071	\$	641,858
EXPENDITURE				
11 Salaries and benefits	\$	301,598	\$	308,524
12 Office and supplies 13 Debt charges - principal		6,500 14,552		6,199 14,552
14 Debt charges - interest		747		517
15 Debt charges - lease 16 Insurance		- 11,756		- 11,771
17 Director remuneration and expense		-		· -
18 Board fee 19 Utilities		11,227 82,980		11,227 77,153
20 Professional fees		-		-
21 Equipment rentals		-		-
22 Repair and maintenance 23 Vehicle		97,324 -		87,831 -
24 Contracted services		17,000		16,924
25 Travel and training 26 Grants to other programs		-		-
27 Miscellaneous		-		-
28 Expenditures capitalized Amortization expense		40,375		22,913 86,410
Transfers to:				
29 Reserve fund 30 local governments		25,000		25,000
to local governmente			_	
	\$	609,059	\$	669,021
EXCESS REVENUE (EXPENDITURE)		(56,988)		(27,163)
SURPLUS (DEFICIT) BEGINNING OF YEAR		56,988		56,988
SURPLUS (DEFICIT) END OF YEAR	\$		\$	29,825

_		
$D \sim \sim$	-	25
Pag	E	ບວ

	2016 Budget Grand Forks & District Curling Rink 031		2016 Actual Grand Forks & District Curling Rink 031		2016 Budget Grand Forks & District Aquatic Facility 040		2016 Actual Grand Forks & District Aquatic Facility 040		2016 Budget Regional Fire Protection East End 050		2016 Actual Regional Fire Protection East End 050	
\$	100	\$	124	\$	1,000	\$	2,119	\$	10,000	\$	8,086	1
*	-	*	-	•		*	_,	•	372,504	•	373,027	2
	2,500		2,500		139,600		146,795		157,717		157,717	3
	-		-		30,000		33,718		25,202		58,263	4
	23,163		23,188		257,055		257,338		898,774		899,486	5
	11,837		11,812		324,660		324,377		2,353,941		2,353,229	6
	-		-		50,000		5,000		- 66,137		- 66,137	7 8
	-		-		-		-		285,954		297,057	9
			33,661		-		59,950		-		288,372	10
•			33,001				39,930				200,372	10
\$	37,600	\$	71,285	\$	802,315	\$	829,297	\$	4,170,229	\$	4,501,374	
\$	-	\$	-	\$	373,337	\$	374,066	\$	2,461,515	\$	2,612,994	11
	-		-		12,240	1	13,707		39,502		15,480	12
	21,428 1,746		21,428 1,170		86,300 79,856		86,300 78,861		-		-	13 14
	-		-		-		-		-		-	15
	4,922		4,922		6,825		6,825		63,709		63,904	16 17
	2,208		2,208		15,354		15,353		111,758		111,757	18
	-		-		103,876		95,549		95,824		79,454	19
	-		-		-		-		-		-	20 21
	9,980		12,208		38,120		32,506		382,865		281,914	21
	-		-		-		-		435,670		407,672	23
	-		-		18,573 -		21,215 -		- 197,349		- 189,964	24 25
	-		-		-		-		-		-	26
	5,000		-		- 84,375		- 22,075		- 358,907		- 354,472	27 28
	-		33,661		-		59,950		-		288,372	20
	2,004		2,004		10,000		10,000		205,146 86,462		206,235 83,583	29 30
\$	47,288	\$	77,601	\$	828,856	\$	816,407	\$	4,438,707	\$	4,695,801	
	(9,688)		(6,316)		(26,541)		12,890		(268,478)		(194,427)	
,	9,688		9,688		26,541		26,539		268,478		268,478	
\$		\$	3,372	\$		\$	39,429	\$		\$	74,051	

REVEN	IUE		2016 Budget Christina Lake Fire Protection 051		2016 Actual Christina Lake Fire Protection 051		2016 Budget Grand Forks Rural Fire Protection 057		2016 Actual Grand Forks Rural Fire Protection 057
1	Grants in lieu of taxes	\$	900	\$	1,139	\$	-	\$	60
	Services provided to other governments Sale of services		-		-		-		-
	Proceeds from sale of assets		-		-				-
	Other revenue Transfers from:		99		-		-		
5	electoral area tax levy		312,386		312,386		356,323		356,323
6 7	member municipalities other governments		-		-		-		-
8	reserve fund		10,000		10,000		20,000		20,000
9	capital fund		-		-				-
10	debenture issue equity account		-		44.022		-		74,934
	-4	•	323,385		367,547	e -	376,323	\$	451,317
		· ·	323,363	Þ	301,341	Ψ=	370,323	Ψ-	431,317
EXPEN	DITURE								
11	Salaries and benefits	\$	81,128	\$	76,692	\$		\$	-
	Office and supplies		27,096		29,926				-
	Debt charges - principal Debt charges - interest		17,480 11,900		17,479 11,900				-
	Debt charges - lease				-				-
	Insurance		40,972		40,377				-
	Director remuneration and expense Board fee		13,753		13,753		13.562		13,562
	Utilities		15,550		12,389		-,		-
	Professional fees Equipment rentals				-				
	Repair and maintenance		24,702		17,058				-
	Vehicle		44,568		44,562		050.004		-
	Contracted services Travel and training		37,300		34,816		256,381		227,969
26	Grants to other programs		-		-				-
	Miscellaneous Expenditures capitalized		20,000		12,571		10,000 60,000		405
	Amortization expense		-		44,022		00,000		74,934
	Transfers to:		45.000		45.000		07.000		07.000
29 30	Reserve fund local governments		15,000		15,000	_	67,000	_	67,000
		\$	349,449	\$	370,545	\$_	406,943	\$	383,870
EXCES	S REVENUE (EXPENDITURE)		(26,064)		(2,998)		(30,620)		67,447
SURPL	US (DEFICIT) BEGINNING OF YEAR		26,064		26,064	_	30,620	=	30,620
SURPL	US (DEFICIT) END OF YEAR	\$		\$	23,066	\$_		\$	98,067

•	F										
	2016 Actual Big White Fire Service 054		2016 Budget Big White Fire Service 054	_	2016 Actual Beaverdell Fire Service 053	2016 Budget Beaverdell Fire Service 053	_	2016 Actual Greenwood Rural Fire Service 056		2016 Budget Greenwood Rural Fire Service 056	,
-	-	\$	-	\$	\$ -	-	\$	-	\$	-	\$
-	-		-		-	-		-		-	
7	19,027		7,000		1,800	1,500		-		-	
9	865,029		865,029		45,371	45,371		18,851		18,851	
-	-		4 000 000		-			-			
<u>-</u>	1,060,000	Greenwood Rural Fire Service 056 Greenwood Rural Fire Service 056 Beaverdell Fire Service 053 Beaverdell Fire Service 053 Big White Fire Service 054 Big White Fire Service 054 <td></td>									
2	72,122	_		_	10,605		_		_		
8	2,016,178	\$_	1,932,029	\$_	\$57,776	46,871	\$_	18,851	\$	18,851	\$
	499,131	\$	512,333	\$	\$ 1,536	2,000	\$	-	\$	-	\$
	15,549 -		20,100		7,737 5,163	9,900 5,163		-		-	
-	-		-					-		-	
9	369		369		5,845	6,168		-		-	
	12,942 29,979		12,942 37,000		1,351 -	1,351		1,351		1,351	
-	-		-		- -			-			
	123,710 111,721		122,356 83,920		7,034 4,296	9,000 10,000		-		-	
5	30,705		2,500 41,150		- 7,249	9,500		17,500		17,500	
	-		- 7,444			-		-		-	
	1,234,314 72,122		1,066,000		9,675 10,605	9,675		-		-	
- 7	- 83,597		105,000 94,567		5,300	5,000		-		-	
	2,214,139	\$	2,105,681	\$	\$ 65,791	67,757	\$_	18,851	\$	18,851	\$
1	(197,961		(173,652)		(8,015)	(20,886)		-		-	
2	173,652	_	173,652	_	20,886	20,886	_		_		
9	(24,309	\$_		\$_	\$12,871	<u>-</u>	\$	-	\$		\$

REVENUE	2016 Budget Midway/Beaverdell Emergency Response Area 'E' 055	2016 Actual Midway/Beaverdell Emergency Response Area 'E' 055
1 Grants in lieu of taxes	\$ -	\$ 83
2 Services provided to other governments3 Sale of services	- -	- -
Proceeds from sale of assets 4 Other revenue		
Transfers from:	-	-
6 electoral area tax levy6 member municipalities	4,868 4,868	4,868 4,868
7 other governments	-	-
8 reserve fund 9 capital fund	-	-
debenture issue 10 equity account	<u>-</u>	<u>-</u>
	\$ 9,736	\$ 9,819
EXPENDITURE		
11 Salaries and benefits	\$ -	\$ -
12 Office and supplies 13 Debt charges - principal	-	-
14 Debt charges - interest	-	-
15 Debt charges - lease 16 Insurance	-	-
17 Director remuneration and expense 18 Board fee	-	-
19 Utilities	-	-
20 Professional fees 21 Equipment rentals	-	-
22 Repair and maintenance	-	-
23 Vehicle24 Contracted services	6,000	6,000
25 Travel and training 26 Grants to other programs	-	-
27 Miscellaneous	6,000	-
28 Expenditures capitalized Amortization expense	-	-
Transfers to: 29 Reserve fund		
30 local governments	_ _	
	\$ 12,000	\$ 6,000
EXCESS REVENUE (EXPENDITURE)	(2,264)	3,819
SURPLUS (DEFICIT) BEGINNING OF YEAR	2,264	2,264
SURPLUS (DEFICIT) END OF YEAR	\$ <u> </u>	\$ 6,083

ı												
	2016 Actua Animal Control Boundary		2016 Budget Animal Control Boundary		2016 Actual Animal Control East End		2016 Budget Animal Control East End		2016 Actual Refuse Collection Big White		2016 Budget Refuse Collection Big White	
	071		071		070		070		064		064	
73	47	\$	104	\$	302	\$	155	\$	-	\$	-	\$
- 30	11,26		8,448		1,508		1,785		-		-	
-	77.0		-		-		-		-		-	
	77,63 44,05		77,530 44,155 -		23,505 70,516 -		23,505 70,516		212,911 - -		212,911 - -	
-			-		-		-		-		-	
)4	5,80	_								_		
22	139,22	\$ _	130,237	\$	95,831	\$	95,961	\$	212,911	\$ _	212,911	\$
_		\$		\$	X	S		\$	6,582	\$	6,595	\$
46 11 89	1,54 20,71 6,28	Ψ	2,040 20,711 6,289	Ψ	461	1	306	Ψ	10,000 633	Ψ	10,000	Ψ
- 87 -	88		510		- -			4	740 -		740	
74 -	4,07		4,074		4,074		4,074		5,241 1,780		5,241 2,485	
- - 20	9,12		- - 9,265		- -		- -		- - 11,116		- - 11,500	
-	102,66		103,200		- 89,244		91,034		174,159		164,740	
-			- - -		- -		- - 816		- - 43		- - 200	
-	5,80		-		-		-		-		-	
- -)4			-		-		-		- -		- -	
- -)4 - -		\$_	146,089	\$	93,779	\$	96,230	\$	210,294	\$ _	202,501	\$
-	151,09	_					(269)		2,617		10,410	
- - 96	151,09 (11,87		(15,852)		2,052		(203)		,-			
- - 96 74		_	(15,852) 15,852		2,052		269		(10,410)	_	(10,410)	

REVI	ENUE	_	2016 Budget Security Services Big White 074		2016 Actual Security Services Big White 074
1	Grants in lieu of taxes	\$	104	\$	_
2	Services provided to other governments	•	-	*	_
3	Sale of services		-		-
	Proceeds from sale of assets				
4	Other revenue		-		-
_	Transfers from:				
5	electoral area tax levy		223,380		223,380
6	member municipalities		-		-
7 8	other governments reserve fund		-		-
9	capital fund		-		-
3	debenture issue		-		-
10	equity account		-		-
		_			
		\$_	223,484	\$	223,380
EXP	ENDITURE				
11	Salaries and benefits	\$	12,000	\$	7,376
12	Office and supplies	•		*	
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16	Insurance		-		-
17	Director remuneration and expense		4.504		4.504
18 19	Board fee Utilities		4,584		4,584
20	Professional fees		-		-
21	Equipment rentals		_		_
22	Repair and maintenance		-		_
23	Vehicle		-		-
24	Contracted services		226,167		217,695
25	Travel and training		-		-
26	Grants to other programs				4.000
27 28	Miscellaneous Expenditures capitalized		9,000		4,023
20	Amortization expense		-		-
	Transfers to:				
29	Reserve fund		-		-
30	local governments	_	-		-
		\$_	251,751	\$	233,678
EXC	ESS REVENUE (EXPENDITURE)		(28,267)		(10,298)
SURI	PLUS (DEFICIT) BEGINNING OF YEAR	_	28,267		28,267
SURI	PLUS (DEFICIT) END OF YEAR	\$_	-	\$	17,969

Pag	۵	71

2016 Budget Mosquito Control Grand Forks & Area 'D' 080	2016 Actual Mosquito Control Grand Forks & Area 'D' 080	2016 Budget Mosquito Control Christina Lake 081	2016 Actual Mosquito Control Christina Lake 081	2016 Budget Noxious Weed Control Columbia Gardens 090	2016 Actual Noxious Weed Control Columbia Gardens 090	
\$ -	\$ 235	\$ -	\$ 95	\$ 24 20,000	\$ 26	1 2
-	-	-	-	20,000	-	3
-	-	-	-	-	-	4
28,538 35,286	28,617 35,207	28,088	28,088	21,177	21,177	5 6
-	-	-	-	13,000	13,000	7 8
-	-	-	-	-	-	9
						10
\$ 63,824	\$ 64,059	\$ 28,088	\$ 28,183	\$ 54,201	\$ 34,203	
\$ 7,260	\$ 6,846	\$ 1,257	\$ 1,185	\$ 977	\$ 921	11 12
-	-		-	- -	-	13
-	-		· -	-	-	14 15
	-			-	-	16 17
3,125	3,125	1,963	1,963	1,351	1,351	18 19
-	-	-	-	-	-	20
-	-	-	-	-	-	21
90,000	- 55,099	36,000	- 17,200	54,932	- 41,462	23 24
-	-	· -	-	-	-	25 26
4,000	685	-	228	-	-	27
-	-	-	-	-	-	28
30,000	30,000	<u>-</u>	<u>-</u>	<u>-</u>	<u> </u>	29 30
\$ 134,385	\$ 95,755	\$ 39,220	\$ 20,576	\$ 57,260	\$ 43,734	
(70,561)	(31,696)	(11,132)	7,607	(3,059)	(9,531)	
70,561	70,561	11,132	11,132	3,059	3,059	
\$ 	\$ 38,865	\$ 	\$ 18,739	\$ 	\$ (6,472)	

REVE	ENUE	_	2016 Budget Noxious Weed Control Christina Lake Milfoil 091		2016 Actual Noxious Weed Control Christina Lake Milfoil 091
1	Grants in lieu of taxes	\$	75	\$	967
2	Services provided to other governments		-		-
3	Sale of services		-		-
4	Proceeds from sale of assets Other revenue		-		1,325
5	Transfers from: electoral area tax levy		288,489		288,489
6	member municipalities		200,403		-
7	other governments		-		-
8	reserve fund		-		-
9	capital fund		100,000		-
10	debenture issue equity account	-	<u> </u>		2,073
		\$_	388,564	\$	292,854
EXPE	ENDITURE				
11	Salaries and benefits	\$	169,424	\$	178,578
12	Office and supplies	•	-	•	-
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15 16	Debt charges - lease Insurance		-		-
17	Director remuneration and expense		-		-
18	Board fee		1,855		1,855
19	Utilities		· -		-
20	Professional fees		-		-
21	Equipment rentals		7,222		5,205
22 23	Repair and maintenance Vehicle		40,768 5,100		14,235 6,432
24	Contracted services		5,100		
25	Travel and training		2,500		809
26	Grants to other programs		-		-
27	Miscellaneous		20,085		2,664
28	Expenditures capitalized Amortization expense		100,000		2,073
	Transfers to:		-		2,073
29	Reserve fund		42,500		42,500
30	local governments	_	-		
		\$	389,454	\$	254,351
EXC	ESS REVENUE (EXPENDITURE)		(890)		38,503
SURF	PLUS (DEFICIT) BEGINNING OF YEAR	-	890		890
SURF	PLUS (DEFICIT) END OF YEAR	\$_		\$	39,393

	d s		2016 Budget Street Lighting Big White 101		2016 Actual Street Lighting Big White 101	
7			-	\$	-	
C			-		-	
			-		-	
4			15,582 -		15,582 -	
6	;		9,000		5,803	
			-		-	
9		-	24,582	\$	21,385	•
					()	
5	\$		-	\$		
				7	-	
					-	
1			1,351		1,351	
			20,000		16,496	
			-			
4			-		-	
			-		-	
			-		-	
2	2					
	<u>. </u>	-				
2	<u> </u>	=	21,351	\$	17,847	:
	•		3,231		3,538	
1	_	-	(3,231)		(3,231)	
	\$		-	\$	307	

REV	ENUE		2016 Budget House Numbering Electoral Areas 'A' & 'C' 120		2016 Actual House Numbering Electoral Areas 'A' & 'C' 120
1	Grants in lieu of taxes	\$		\$	12
2	Services provided to other governments	Ψ	-	φ	12
3	Sale of services		-		-
	Proceeds from sale of assets				
4	Other revenue		-		-
5	Transfers from: electoral area tax levy		5,987		5,987
6	member municipalities		5,967		5,967
7	other governments		-		-
8	reserve fund		-		-
9	capital fund		-		-
40	debenture issue		-		-
10	equity account				
		\$	5,987	\$	5,999
EXP	ENDITURE				
11	Salaries and benefits	\$	_	\$	_
12	Office and supplies	•	-	•	_
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16 17	Insurance Director remuneration and expense		-		-
18	Board fee		-		-
19	Utilities		-		-
20	Professional fees		4,500		4,500
21	Equipment rentals		-		-
22 23	Repair and maintenance Vehicle		-		-
23 24	Contracted services		-		-
25	Travel and training		-		_
26	Grants to other programs		-		-
27	Miscellaneous		1,500		1,500
28	Expenditures capitalized		-		-
	Amortization expense Transfers to:				
29	Reserve fund		-		-
30	local governments				
		\$	6,000	\$	6,000
EXC	ESS REVENUE (EXPENDITURE)		(13)		(1)
SUR	PLUS (DEFICIT) BEGINNING OF YEAR		13_		13
SUR	PLUS (DEFICIT) END OF YEAR	\$		\$	12

Pa	Р										
	2016 Actual House Numbering Electoral Area 'E' 123		2016 Budget House Numbering Electoral Area 'E' 123		2016 Actual House Numbering Electoral Area 'B' 122	Budget use pering storal a 'B'	N E	2016 Actual House Numbering Electoral Area 'D' 121		2016 Budget House Numbering Electoral Area 'D' 121	
	3	\$	-	\$	6	-	\$	1	\$	-	\$
	-		-		-	-		-		-	
	-		-		-	-		_		-	
	3,000		3,000		2,995	2,995		2,999		2,999	
	· -		· -		, - -	, - -		, - -		, - -	
	-		-		-	-		-		-	
	-		-		-	-		-		-	
	-	-		•					-		
	3,003	\$ =	3,000	\$	3,001	2,995	\$ <u></u>	3,000	\$ <u>_</u>	2,999	\$
	-	\$	-	\$	X	-	\$	-	\$	-	\$
	-		-		-			-		-	
	-		-		<u> </u>	V-		-		-	
	-		-		-			-		-	
	-		-		-			-		-	
	2,250		2,250		2,250	2,250		2,250		2,250	
	-		-		-	-		-		-	
	-		-		-	-				-	
	-		-		<u>-</u>	-		-		-	
	750		750		750	750 -		750		750	
	-		-		- -	-		- -		- -	
	3,000	\$_	3,000	\$	3,000	3,000	\$	3,000	\$	3,000	\$
	3	_	-	•	1	(5)		(0)		(1)	•
			_		5	5		1		1	
	0	_							_		

REV	ENUE	G	2016 Budget rand Forks & ectoral Areas 'C' & 'D' Library 140		2016 Actual Grand Forks & Electoral Areas 'C' & 'D' Library 140
1	Grants in lieu of taxes	\$	250	\$	1,283
2	Services provided to other governments	•	-	Ψ	-
3	Sale of services		-		-
	Proceeds from sale of assets				
4	Other revenue		-		-
5	Transfers from: electoral area tax levy		241,946		242,186
6	member municipalities		123,634		123,394
7	other governments		-		-
8	reserve fund		-		-
9	capital fund		-		-
40	debenture issue		-		-
10	equity account				
		\$	365,830	\$	366,863
EXP	ENDITURE				
11	Salaries and benefits	\$		\$	
12	Office and supplies	Ψ	_	Ψ	-
13	Debt charges - principal		-		-
14	Debt charges - interest		-		-
15	Debt charges - lease		-		-
16	Insurance		-		-
17 18	Director remuneration and expense Board fee		3,715		3,715
19	Utilities		-		-
20	Professional fees		-		-
21	Equipment rentals		-		-
22	Repair and maintenance		-		-
23 24	Vehicle Contracted services		-		-
25	Travel and training		-		-
26	Grants to other programs		363,600		363,600
27	Miscellaneous		-		-
28	Expenditures capitalized		-		-
	Amortization expense Transfers to:				
29	Reserve fund		_		_
30	local governments		_		
		\$	367,315	\$	367,315
EXC	ESS REVENUE (EXPENDITURE)		(1,485)		(452)
SUR	PLUS (DEFICIT) BEGINNING OF YEAR		1,485		1,485
SUR	PLUS (DEFICIT) END OF YEAR	\$		\$	1,033

2016 Budget Library Greenwood & Specified Area 'E' 141	2016 Actual Library Greenwood & Specified Area 'E' 141	2016 Budget Cemeteries East End 150		2016 Actual Cemeteries East End 150		
\$ -	\$ -	1,000	\$	1,135	\$	
-	-	-		-		
-	-	-		-		
3,500	3,500	126,080		126,182		
-	-	330,210		330,108		
-	-	-		-		
-	-	-		-		
			-			
\$ 3,500	\$ 3,500	- 457,290	\$	457,425	\$	
\$	\$ -	4,824	\$	- - - - - - 4,824	\$	
-	- -	-		-		
-	-	-		-		
3,500	3,500	-		-		
3,300	3,500	-		-		
-	-	-		-		
	<u>-</u>	85,000 367,650	-	85,000 367,650		
\$ 3,500	\$ 3,500	457,474	\$	457,474	\$	
-	-	(184)		(49)		
		184	-	184		
	\$	-	\$	135	_	

					Page 7
RE\	/ENUE		2016 Budget Boundary Economic Development 008	١	2016 Actua Boundary Economic Developmer 008
4	Out the in Four of Louis	•	100	•	00
1	Grants in lieu of taxes	\$	100	\$	307
2	Services provided to other governments		-		
3	Sale of services		-		
4	Proceeds from sale of assets Other revenue		60,000		4,000
4	Other revenue Transfers from:		60,000		4,000
5			65,078		65,136
6	electoral area tax levy member municipalities		33,298		33,240
7	other governments		17,000		10,000
8	reserve fund		17,000		10,000
9	capital fund		-		
9	debenture issue		-		
10	equity account				
10	equity account	_		_	
		\$	175,476	\$	112,683
11	Salaries and benefits	\$	-	\$	
12	Office and supplies		-		
13	Debt charges - principal		-		
13 14	Debt charges - principal Debt charges - interest		-		
13 14 15	Debt charges - principal Debt charges - interest Debt charges - lease		- - -		
13 14 15 16	Debt charges - principal Debt charges - interest Debt charges - lease Insurance		- - -		
13 14 15 16 17	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense		- - - -		
13 14 15 16 17	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee		- - - - - 4,155		4,15
13 14 15 16 17 18 19	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities		4,155		4,15
13 14 15 16 17 18 19 20	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees		4,155		4,15
13 14 15 16 17 18 19 20 21	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals		4,155 - -		4,15
13 14 15 16 17 18 19 20 21 22	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance		4,155 - - - - - -		4,15
13 14 15 16 17 18 19 20 21 22 23	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle		- - -		ŕ
13 14 15 16 17 18 19 20 21 22 23 24	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services		207,400		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training		- - -		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs		207,400		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous		207,400		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized		207,400		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous		207,400		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense		207,400		110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to:		207,400		4,15 110,19 8
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund	_ \$ _	207,400	- \$ _	110,19
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund		207,400 1,500	- \$ ₌	110,19 8
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund local governments	\$ 	207,400 1,500 - - - 213,055	- \$ =	110,19 8 114,43
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund local governments	- \$ <u>-</u> - \$	207,400 1,500 - - - 213,055 (37,579)	- \$ = - \$	110,19 8 114,43 (1,75

	2016 Budget East End Economic Development 017		2016 Actual East End Economic Development 017	2016 Budget Boundary Museum Service 026		2016 Actual Boundary Museum Service 026		2016 Budget Beaverdell Community Club 028		2016 Actual Beaverdell Community Club 028
							_		_	
\$	-	\$	449 -	•	· \$	39	\$	-	\$	-
	-		-		•	-		-		-
	-		-		-	-		-		-
	50,055 131,097		50,094 131,058	29,960)	29,960		19,950		19,950
	-		-		-	-		-		-
	-		-		-	-		-		-
					<u>.</u>		=			
\$	181,152	\$	181,601	- 29,960	<u> </u>	29,999	\$	19,950	\$	19,950
\$	_	\$	_		- \$		\$	<u>.</u>	\$	_
Ψ	-	Ψ	-		. ,	X -	Ψ	-	Ψ	-
	-		-					-		-
	-		-			-		-		-
	3,994		3,994			-		-		-
	300		- 258			-		-		-
	-		-			-		-		-
	176,600		176,600	30,000	-)	30,000		-		-
	, - -		· -			· -		19,950		19,950
	-		-		-	-		-		-
					-	-		-		-
	-		-		-	-		-		-
\$	180,894	\$	180,852	30,000	_)	30,000	- \$	19,950	\$	19,950
	258		749	(40		(1)	-			-
	(258)		(258)	40)	40				
\$	-	\$	491		- \$	39	\$	-	\$	-

					Page 80
REV	ENUE		016 Budget Area 'E' arks & Trails 065		2016 Actual Area 'E' arks & Trails 065
		_			
1	Grants in lieu of taxes	\$	-	\$	8
2 3	Services provided to other governments		-		-
3	Sale of services Proceeds from sale of assets		-		-
4	Other revenue		_		_
7	Transfers from:		_		_
5	electoral area tax levy		22,320		22,320
6	member municipalities		-,		-,
7	other governments		-		-
8	reserve fund		-		-
9	capital fund		-		-
	debenture issue		-		-
10	equity account				-
		\$	22,320	\$	22,328
11 12 13 14 15 16 17 18 19 20 21	Salaries and benefits Office and supplies Debt charges - principal Debt charges - interest Debt charges - lease Insurance Director remuneration and expense Board fee Utilities Professional fees	\$	- - - - - 1,351 -	\$	1,351
22	Equipment rentals Repair and maintenance		_		_
23	Vehicle		-		-
24	Contracted services		25,000		25,000
25	Travel and training		-		-
26	Grants to other programs		-		-
27	Miscellaneous Expanditures conitalized		-		-
28	Expenditures capitalized Amortization expense		-		-
	Transfers to:				
29	Reserve fund		5,000		5,000
30	local governments		-		-
	·	\$	31,351	s	24 254
		⊸ —	31,331	³ —	31,351
	ESS REVENUE (EXPENDITURE)		(9,031)		(9,023
EXC					
	PLUS (DEFICIT) BEGINNING OF YEAR	_	9,031		9,031

	016 Budget Big White oise Control 075		2016 Actual Big White Noise Control 075	2016 Budget Beaverdell Street Lighting Service 103	;	2016 Actual Beaverdell Street Lighting Service 103		2016 Budget Greenwood & Area 'E' Cemeteries 145		2016 Actual Greenwood & Area 'E' Cemeteries 145
\$	-	\$	-	-	\$	-	\$	-	\$	39
	-		-	-		-		-		
	-		-	-				-		
	-		-	7,000		7,000		-		
	1,351 -		1,351 -	1,898		1,898		12,954 1,750		12,958 1,746
	-		<u>-</u>	- 13,537		- 12,892		14,400		,
	-		-	13,337		12,092		14,400		
_		,			_					
\$	1,351	\$	1,351	- 22,435	\$ _	21,790	\$	29,104	\$	14,743
\$		\$			\$		\$		\$	
Þ	-	Þ	-	-	ð		Ф	-	Þ	
	-		-	-	-			-		
	-		-		,	-		-		
	1 251		- 1,351	<u> </u>		-		1 251		1 25
	1,351 -		-	1,800		1,304		1,351 -		1,351
	-		-		•	-		-		
	-		-			-		-		
	15,000		-	-		-		34,500		17,86
	-		-					-		
	-		-	13,537		12,892 -		-		
				-		-		-		
	<u>-</u>		<u>-</u>	7,000	_	7,000			,	
_		\$	1,351	22,337	\$_	21,196	\$	35,851	\$	19,21
-	16,351					594		(6,747)		(4,469
\$ <u></u>	16,351 (15,000)		-	98		334		(=,:)		() -
\$ <u></u>			15,000	98 (98)	_	(98)	-	6,747	•	6,747

						Page 82				
RE	TENUE	_	Bear	6 Budget ver Valley ks & Trails 019	E	2016 Actual Beaver Valley Parks & Trails 019		2016 Budget Heritage Conservation 047		2016 Actual Heritage Conservation 047
4	Cronte in liqu of toyon		•	000	•	924	•		•	
1 2	Grants in lieu of taxes Services provided to other governments	;	\$	900	\$	834	\$	-	\$	
3	Sale of services			-		-		_		
Ū	Proceeds from sale of assets			-		-		-		
4	Other revenue			150,000		152,470		-		
	Transfers from:									
5	electoral area tax levy			506,027		506,240		8,711		8,711
6	member municipalities			241,383		241,170		-		
7 8	other governments reserve fund			7,000		7,000				
9	capital fund			7,000		7,000				
3	debenture issue					-		_		
10	equity account				_	64,471				1,95
									. –	
			. —	905,310	\$ _	972,185		8,711	\$ _	10,66
		•	\$							
EXF	PENDITURE									
11	Salaries and benefits		\$		\$	_	\$	_	\$	
12	Office and supplies		•		•	_	•	_	•	
13	Debt charges - principal			_		-		-		
14	Debt charges - interest			-		-		-		
15	Debt charges - lease			-		-		-		
16	Insurance					-		103		10
						_				4.05
17	Director remuneration and expense			-		44.500		4.054		
17 18	Director remuneration and expense Board fee			11,569		11,569		1,351		
17 18 19	Director remuneration and expense Board fee Utilities		<	11,569		11,569		1,351 1,257		
17 18 19 20	Director remuneration and expense Board fee Utilities Professional fees		<	11,569 - -		11,569 - -				
17 18 19 20 21	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals		<	- - -		- -				
17 18 19 20	Director remuneration and expense Board fee Utilities Professional fees		\	11,569 - - - 37,270		11,569 - - - 41,021 -				
17 18 19 20 21 22 23 24	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance	28		- - -		- -				1,25
17 18 19 20 21 22 23 24 25	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training	O.P.		37,270 - 184,733		41,021 - 186,902		1,257 - - - -		1,25
17 18 19 20 21 22 23 24 25 26	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs	QP.A		37,270		- - 41,021 -		1,257 - - - 5,000		1,25
17 18 19 20 21 22 23 24 25 26 27	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous	RA		37,270 - 184,733 - 20,449		41,021 - 186,902 - 3,000		1,257 - - - -		1,25
17 18 19 20 21 22 23 24 25 26	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized	ORA		37,270 - 184,733		41,021 - 186,902 - 3,000 - 327,736		1,257 - - - 5,000		1,25 30
17 18 19 20 21 22 23 24 25 26 27	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense	ORA		37,270 - 184,733 - 20,449		41,021 - 186,902 - 3,000		1,257 - - - 5,000		1,25 30
17 18 19 20 21 22 23 24 25 26 27	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized	ORA		37,270 - 184,733 - 20,449		41,021 - 186,902 - 3,000 - 327,736		1,257 - - - 5,000		1,25 30
17 18 19 20 21 22 23 24 25 26 27 28	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to:	ORA		37,270 - 184,733 - 20,449		41,021 - 186,902 - 3,000 - 327,736		1,257 - - - 5,000		1,25 30
17 18 19 20 21 22 23 24 25 26 27 28	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund	ORA	\$ <u>1</u>	37,270 - 184,733 - 20,449 - 8,000	-	41,021 186,902 3,000 327,736 64,471	\$	1,257 - - 5,000 - 1,000		1,25°
17 18 19 20 21 22 23 32 4 25 26 27 28	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund local governments	ORA		37,270 184,733 20,449 8,000 - 801,107 ,063,128	- \$ <u>-</u>	41,021 186,902 3,000 327,736 64,471 411,284 1,045,983	\$	1,257 - - - 5,000 - 1,000 - -	- \$ <u>-</u>	1,25° 300 1,956
17 18 19 20 21 22 23 24 25 26 27 28 29 30	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund local governments	ORA		37,270 184,733 20,449 8,000 801,107 ,063,128	-\$_	41,021 186,902 3,000 327,736 64,471 411,284 1,045,983	\$	1,257 - - - 5,000 - 1,000 - -	_ \$ _	1,35 1,25 30 1,95 4,96 5,69
17 18 19 20 21 22 23 24 25 26 27 28 29 30	Director remuneration and expense Board fee Utilities Professional fees Equipment rentals Repair and maintenance Vehicle Contracted services Travel and training Grants to other programs Miscellaneous Expenditures capitalized Amortization expense Transfers to: Reserve fund local governments			37,270 184,733 20,449 8,000 - 801,107 ,063,128	- * <u>-</u> *	41,021 186,902 3,000 327,736 64,471 411,284 1,045,983	\$	1,257 - - 5,000 - 1,000 - - - - - 8,711	- * <u>-</u> - *	1,25 30 1,95

Pag	٩	83

	2016 Budget Area 'C' Parks & Trails 027	2016 Actual Area 'C' Parks & Trails 027	2016 Budget Area 'D Parks & Trails 045	2016 Actual Area 'D Parks & Trails 045	2016 Budget Total	2016 Actual Total	
\$	- - -	\$ 941 - -	\$ - - -	\$ 15 - -	\$ 1,249,192 754,504 3,834,503	\$ 2,103,736 749,995 3,866,101	1 2 3
	99,610	35,319	100,000	5,200	2,537,077	- 2,311,518	4
	285,965 - - - -	285,965 - - -	45,302 - - 25,000 -	45,302 - - - -	9,268,711 6,597,411 1,048,627 3,700,579 488,954	9,271,459 6,594,663 947,832 2,683,936 365,190	5 6 7 8 9
		18,837			<u> </u>	1,421,331	10
\$	385,575	\$ 341,062	\$ 170,302	\$ 50,517	\$ 29,479,558	\$ 30,315,761	
\$	62,801	\$ 59,842	\$ -	\$	\$ 9,547,266	\$ 9,642,683	11
	-	-	-		571,913	439,761	12
	-	-	-		399,981	399,979	13
	-	-	-	-	226,121	207,091	14
	-	=		-	-	-	15
	-	-		-	305,699	291,824	16
					521,989	424,758	17
	7,376	7,376	1,351	1,351	(133,770)	(119,350)	18
	-	-		-	743,979	678,015	19
	-	-		-	590,436	388,113	20
	47,205	38,854	-	-	72,224 1,683,250	58,157 1,403,520	21
	6,240	5,132	-	-	725,729	684,218	23
	126,769	92,251	155,000	27,059	3,922,827	3,655,345	24
	120,703	32,231	133,000	27,000	484,501	430,145	25
	67,800	66,594	10,000	5,200	3,328,957	2,881,748	26
	-	-	10,000	24	373,548	249,433	27
	99,610	35,454	-		3,461,942	2,514,763	28
	-	18,837	-	-	-, - ,-	1,421,331	
	20,000	20,000	7,500	7,500	2,568,856 1,382,296	2,475,604 978,625	29 30
\$	437,801	\$ 344,340	\$ 183,851	\$ 41,134	\$ 30,777,744	\$ 29,105,763	
	(52,226)	(3,278)	(13,549)	9,383	(1,298,186)	1,209,998	
nc					(76,600)	(156,129)	
	52,226	52,226	13,549	13,549	(1,081,860)	(1,091,434)	
\$		\$ 48,948	\$ 	\$ 22,932	\$ (2,456,646)	\$ (37,565)	



Committee/Board Delegation and Presentation Form

Names of all persons who will be speaking & position titles (if relevant) must be included. Name of organization you are representing is also required.	Name(s): BRAN SAMSON, ILMA CONSUMANT "FISHE BEWES" I BOARD MEMBER (TO BE CONFIRMED) INTEREOR LUMBER MANUFACTURERS ASSOC. (ILMA)							
Subject of delegation (What information will be presented?)	UPLANE KELD ON JUAN PROCRESS STATE PRESENTATION TO BOARD IN 2016. FIBRE ACCESS "RICHT LOG TO"							
What is the purpose of delegation? (Please check where appropriate):	Information Only Letter of Support Request							
	Funding Request							
	Other (please provide details): SEEK CENERAL SUPPORT FROM KBRO							
	AND TO KEEP THEM INFORMED.							
Contact Person	BRIAN SIMPSON							
Telephone: 250 - 30	4-5961 Email: WILDFIRE. SAMSOND OKLOOK. COM							
Meeting Date Requested:	ROKB BOARD MEGGENCE AREL 20, 2017 GANDESCKS							
Technical Requirements:	YES NO If yes, you are required to submit the presentation							
Will you be using a power-point presentation?	before the meeting as well as bringing it to the meeting on a memory stick.							
	e for software incompatibility. The Regional District utilizes Microsoft Office							
products. If you will be using power-po	pint, you are requested to bring your own laptop and a VGA/9-pin or HDMI							
connection. If you do not have a lapto arrangements.	p, contact the Manager of Corporate Administration to make alternative							
aagomono.	For more information, please contact:							
	Manager of Corporate Administration							
	202-843 Rossland Avenue Trail, BC V1R 4S8							
Phone: 2	250-368-9148 Toll Free: 1-800-355-7352							
	368-3990 Email: tlenardon@rdkb.com							

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

To facilitate effective delegations:

- 1. The Manager of Corporate Administration will forward your request to the RDKB Board Chair for approval.
- 2. There may be a case where the Chair will not approve your delegation request and therefore, you may not be able to appear before the Board on the day requested. The Manager of Corporate Administration will confirm with you whether your request has been approved by the Board Chair.
- 3. Once your delegation request has been approved, you must submit your power-point presentation and or handouts to the Manager of Corporate Administration prior to the Board meeting. The Manager of Corporate Administration will provide you with the appropriate instructions.
- 4. A delegation may be comprised of numerous individuals, however only 1-2 members of your delegation will be allowed to speak. You should appoint a speaker(s) ahead of time and you must include this information on this form before you return it to the Manager of Corporate Administration.
- 5. You will be permitted 10-minutes to make your presentation. It does not matter how many people speak. The name of the person and or group appearing before the Board will be published in the agenda and available to the public.
- 6. Direct all comments to the RDKB Board Chair.
- 7. Do not expect an immediate answer. The Board may wish to have further investigation or time to consider the matter.
- 8. At no time will a delegation be allowed to present information regarding a bylaw which a Public Hearing has been held, or where a Public Hearing is required under an enactment as a prerequisite to the adoption of the bylaw.
- At no time will a delegation be allowed to present a matter for the purpose of discussion that is to be dealt with as a grievance under a collective agreement.

I understand and agree with the terms and conditions of my request to appear as a delegation: Name of Delegáte/Group Representative MARCH 23, 2017 Date Signatura For Office Use Only Attending at request of the Board Requesting attendance to present information and or to request letter and or funding support. Referred to Chair: Date Approved Declined If declined provide explanation: Date of delegation (if applicable): Applicant informed of decision: heres a renaision Manager of Corporate Administration Date

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



August, 2016

MAKING BRITISH COLUMBIA'S FOREST ECONOMIC ENGINE GREAT



This is the ILMA solution to major challenges facing our industry which will help ensure British Columbians' prosperity today and for generations to come. Our forests are a cherished renewable resource essential to both our economic future and the spirit of all British Columbians. Today, forest managers are at a crossroads with difficult choices that must be made to ensure the proud legacy is maintained.

"Men make history and not the other way around. In periods where there is no leadership, society stands still. Progress occurs when courageous, skillful leaders seize the opportunity to change things for the better."

—Harry S. Truman



Introduction

British Columbia's forest industry has been instrumental in building our province into one of the greatest places on earth. Our forest resource is the envy of many around the world. The people of B.C. trust us to ensure that this treasured resource is managed in a truly sustainable and effective manner so it continues to provide for the economic, social and spiritual well-being of our province. This trust is at the heart of the ILMA solution being presented here to address some of the challenges we have in B.C.

There have been substantial reductions in Annual Allowable Cuts (AAC) and more are expected in the next few years due to Mountain Pine Beetle, wildfire damage and increasing environmental constraints on the land base. More than 25% of the manufacturing facilities - largely in rural B.C. - have closed since 2007 due to industry consolidation. Despite governments' historical commitment to grow "Value-Added" production, this sector is shrinking; small and medium-sized independent mills of all makes are disappearing, and those who remain fear they will not be in business much longer.

The key to success in high-value wood manufacturing is getting consistent access to the right log to make specific high-value specialty products. In contrast, the production of commodity lumber can be effectively and economically achieved using a wide range of species. Both of these manufacturing sectors are equally important if B.C. is going to fully realize the wealth that can be derived from our forests. Optimizing the flow of logs to ensure we're getting the right log to the right mill to ensure maximum product value and potential business growth wherever possible is essential.

Forest policies since 2004 have encouraged industry consolidation; a few major companies control large, disproportionate shares of the fibre supply. ILMA companies believe that this near-monopoly coupled with falling AAC's and the lack of incentive to optimize the trade of logs will make it increasingly more difficult for high-value specialty producers and family-owned independents to survive.

FAST FACTS

- Policy reforms approved Nov. 4, 2003:
 - Eliminated timber processing and appurtenancy that required licensees to process timber harvested under their agreements at their own mill
 - Eliminated mill closure penalties
 - Timber harvesting agreement transfers no longer require Ministerial consent
 - Maintained restrictions on log exports to ensure vast majority is milled in B.C.



Today's Reality

Industry consolidation continues, and the vast majority of the provincial fibre is controlled by a few major companies primarily producing standard commodity lumber products in large mills. As the provincial fibre supply is reduced, independents and specialty manufacturers will have increasing difficulties accessing enough of the right logs to remain competitive, so these sectors will continue to shrink.

Reductions in provincial timber supply are matched with a corresponding reduction in forest industry jobs, reduction in economic development primarily in rural B.C. and a reduction in government revenue. When the next downturn in the forest sector economic cycle is experienced, the lack of diversity in the forest products being produced and independent mills with the resilience to operate in poor economic cycles means an even greater impact from layoffs and closures than was experienced during the most-recent downturn.

The forest industry in B.C. is largely focused on production of standard commodity lumber making negotiations around a Softwood Lumber Agreement(SLA) with the USA increasingly more difficult.

FAST FACTS

- 2003 forest policy objectives:
 - Maximum benefits in the form of jobs and stumpage revenues
 - Significantly more timber being made available through open markets and at competitive rates
 - Every log to its highest and best use in B.C.
 - Removal of barriers to regional job creation
- Today's outcomes
 - Since 2007, more than 25% of B.C. mills closed, largely due to industry consolidation
 - Log exports went from 3.8M m³ in 2002, to 6.4M m³ in 2012.
 - Status quo will mean even more independent & high-value specialty mills will close













ILMA's Vision of the Future

The flow of the right log to the right mill is optimized to ensure maximum value produced and wealth generated from the public resource. Family-owned, independent mills are a priority for an equitable share of the provincial fiber supply and can compete for fiber on equal footing with large scale producers.

Large forest companies with dominant positions as a result of renewable tenures are incentivized or obligated to trade some of the high-value log profile for replacement logs suitable to their own production needs.

BC Timber Sales (BCTS) is actively targeting high-value special-ty manufacturers and independent mills in their sales strategies with defined policies and target volume levels for this sector. Strict policies are put in place and strenuously enforced to ensure all Interior round-log exports are truly surplus to the province's industry needs, with the long-term objective to substantially reduce or eliminate log exports from the Interior altogether.

The reduction in provincial timber supply is offset by a corresponding growth in the level of high-value specialty manufacturing and the maintenance of small and medium-sized independent mills in rural B.C.. This ensures jobs, economic development and revenue flowing from the forest sector is maintained or grows. The forest sector has greater resilience for sustaining jobs and economic activity during future inevitable downturns because of the high degree of diversity in the products, and a reduced reliance on large, commodity lumber producers alone.

B.C.'s competitive market for logs is increased, and the volume being turned into high-value products is also increased exponentially. This creates an environment for even more independents and high-value specialty manufacturers to start, flourish and grow. SLA arguments from the USA are weakened significantly in all future negotiations.

FAST FACTS

- ILMA mills in the rural, southern interior provide 4,500 direct and indirect well-paying jobs
- ILMA mills spend more than \$244M in supplies and services, most of which is local. This keeps hundreds of other small businesses going
- Independent Simon Fraser University research study 2000-2009:
 - ILMA mills created 2x more jobs/m³ than large commodity mills
 - ILMA mills held 19% of tenure available in our local areas, but provided 43-58% of total jobs over the same area for the forest industry
 - ILMA mills operated 2-3x more days per year than large commodity mills during the last downturn, demonstrating our greater resilience for operating in below-optimal economic conditions



Call to Act Now:

Countless reviews and reports over at least the last 10 years have been undertaken to look at strategies to grow high-value specialty wood product production and the need to support small and medium-size independent mills in our province.

The value of doing this from a job-creation and wealth-generation perspective is indisputable. Our provincial government has repeatedly stated the need to focus on these objectives.

Despite all this well-meaning work and effort real tangible change has not happened. In fact, we are going in the opposite direction with a systematic shrinking of the high-value specialty product sector and the family-owned, independent mills that are at the core of many rural community economic needs.

Those remaining companies are now in survival mode. Our ILMA members can no longer accept the status quo; they want to be part of making British Columbia's forest-based economic engine great.

This is not about large commodity lumber producers versus other forest product manufacturers. It is about a strong industry on both fronts. Its essential we have a competitive commodity lumber industry because we have many logs where lumber is absolutely the best use. In fact, some of our own members also produce these products.

But when it comes to the high value log profile we must find a way to ensure that they flow to a higher end use. It is this diversity of products and manufacturers that is essential to our success in maximizing the wealth that can be generated from our cherished forest resource for future generations.

It is now time to act before today's reality becomes a future that is set in stone.

FAST FACTS

- Historical and repeated government objectives in high-value specialty manufacturing haven't been accomplished, and the sector is shrinking
- Opportunity for large growth in high-value specialty manufacturing exists, but consistent access to the right type of log is required
- ILMA mills are high-value specialty manufacturers most are also independent, family-owned businesses with an average of 60 years of resilient operations in rural B.C.
- Even with shrinking AAC, there is enough wood for all types of producers if we optimize and incentivize getting the right log to the right mill

Action Items:

 Appoint a senior official in government with specific responsibility to champion growth of high-value specialty manufacturing and sustaining small and medium-sized independent mills.

Outcomes:

Consistent and deliberate attention paid to the sector at all related committees and internal discussions including support to change policy and legislation where required.

2. Ensure a non-negotiable position at the SLA negotiations that all true high-value specialty products are exempt from any trade impediments negotiated.

Outcomes:

Provides certainty to market access and relieves financial burden of extra tariffs or duties at the border required of commodity lumber products. Maintains equal competitiveness with competitors from the USA.

3. Revise BCTS mandate to include deliberate, specific objectives to support growth of high-value specialty manufacturing and support to small and medium-sized independent mills.

Outcomes:

Program and sales structure that targets and supports both the commodity lumber industry and the increase of high-value specialty products. Provides clear linkage from raw supply to production supporting the core objective of optimizing the right log to the right mill.

4. Direct BCTS to immediately establish pilot projects to test various strategies aimed at optimizing the flow of fibre with the main objective of getting the right log to the right mill and supporting small and medium-sized independent mills.

Outcomes:

Safe, justified testing environment to develop new models and sales structures that ensure the right outcomes before moving them into the mainstream Timber Sale process. Includes: how they will be incorporated into the Market Pricing System and maintain comparative revenue needs. Also ensures some immediate tangible action towards change needed to truly support growth in the high-value specialty product sector.

5. Establish a separate and new category for volume sold in BCTS (Category Y) which equates initially to 10% of the total volume sold annually in the program. This percentage is to be reviewed on an annual basis to increase it periodically until up to 25% of the total annual volume sold is in this allocation. This category is explicitly targeted to high-value, independent specialty producers and is restricted from bidders who maintain more than 200,000 m³ in long-term tenure.

Outcomes:

Moves towards some level of equality by ensuring consistent access of the right log for high-value specialty production. Imperative, given the security and growing monopoly on the province's timber supply large commodity mills now hold.

6. Implement an incentive program for major licensees analogous with the current Grade 4 credit system. The Grade 4 program incentivizes the utilization of these lowgrade logs, so the same logic can be used to incentivize the trade of high value logs to high-value specialty manufacturers.

Outcomes:

This would encourage increased trade or flow of the right logs to the right mill optimizing value and economic development opportunities. Ultimately this would help grow the high-value specialty product sector.

7. Phase-in a requirement where those with more than 200,000 m³ and the majority of their current primary manufacturing consumption under long-term tenure are required to make available up to 15% of their products or logs for the explicit purpose of production of high-value specialty products as defined in legislation.

Outcomes:

If # 6 is effective this would be a moot issue. If there is still reluctance to support the flow of logs to optimize right log to the right mill this would make it mandatory for those not willing to voluntarily support it.

8. Ensure that any future tenure reform contains an explicit objective of incentivizing and optimizing the right log to the right mill and supporting small and medium-sized independent mills in rural B.C.

Outcomes:

This will cement this objective permanently in the future structure of our tenures and support the growth of high-value specialty product production, creating more jobs and value from our forests.

9. Increase and actively enforce a true "surplus" test for all round log export from the interior of BC. Revise the current policy for blocking export of round logs to be refined so it is species and grade-specific as apposed to the general requirement currently being imposed. Essentially allowing the block of certain species of logs from a given parcel of timber while allowing the remaining species to proceed.

Outcomes:

Decrease the volume of log export that could and should be utilized by the industry in BC. Increase the right log to the right mill for independent high-value specialty manufacturers.

LOCAL GOV'T SUPPORT

FAST FACTS

- As of Aug, 2016, this resolution has been passed by:
 - Regional District of Central Kootenay
 - Regional District of Kootenay Boundary
 - East Kootenay Regional District
 - Columbia Shuswap Regional District

"Whereas high-value forest product producers represent a critical component of local and regional economies and whose futures are seriously at risk because of unintended consequences associated with historical forest policy decisions combined with environmental outcomes resulting in dramatic reductions in provincial AAC from the Mountain Pine Beetle or other environmental constraints:

BE IT RESOLVED that the provincial government take immediate action to encourage and incentivize the distribution of provincial timber supply to optimize the right log to the right mill ensuring maximum opportunity for economic growth and the creation of jobs."



Presented to: Honourable Steve Thomson, Minister of Forest, Lands, & Natural Resource Operations August 16, 2016



Committee/Board Delegation and Presentation Form

Names of all persons who will be speaking & position titles (if relevant) must be included. Name of organization you are representing is also required.	Name(s): Peter Spencer and Peter Muirhead Sandeo Industries Ltd
Subject of delegation (What information will be presented?)	Christina hake Estates subdivision applications and park requirements
What is the purpose of delegation?	Information Only
(Please check where appropriate):	Letter of Support Request
	Funding Request
	Other (please provide details):
	Explanation of proposed subdivisions
	and Park dedication proposal.
	;
Contact Person Peter Muirhead	
Telephone:	Email:
250 354-9341	peter . mhead @gmail. com
Meeting Date Requested:	oard of Directors meeting (Grand Forks)
April 20, 2017 15 Technical Requirements:	YES NO If yes, you are required to submit the presentation
Will you be using a power-point	before the meeting as well as bringing it to the
presentation?	meeting on a memory stick.
The Regional District is not responsible	for software incompatibility. The Regional District utilizes Microsoft Office
products. If you will be using power-poin	t, you are requested to bring your own laptop and a VGA/9-pin or HDMI
	contact the Manager of Corporate Administration to make alternative
arrangements.	or more information, please contact:
	Manager of Corporate Administration
	202-843 Rossland Avenue
	Trail, BC V1R 4S8
	0-368-9148 Toll Free: 1-800-355-7352
Fax: 250-36	8-3990 Email: tlenardon@rdkb.com

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

To facilitate effective delegations:

- 1. The Manager of Corporate Administration will forward your request to the RDKB Board Chair for approval.
- 2. There may be a case where the Chair will not approve your delegation request and therefore, you may not be able to appear before the Board on the day requested. The Manager of Corporate Administration will confirm with you whether your request has been approved by the Board Chair.
- 3. Once your delegation request has been approved, you must submit your power-point presentation and or handouts to the Manager of Corporate Administration prior to the Board meeting. The Manager of Corporate Administration will provide you with the appropriate instructions.
- 4. A delegation may be comprised of numerous individuals, however only 1-2 members of your delegation will be allowed to speak. You should appoint a speaker(s) ahead of time and you must include this information on this form before you return it to the Manager of Corporate Administration.
- You will be permitted 10-minutes to make your presentation. It does not matter how many people speak. The
 name of the person and or group appearing before the Board will be published in the agenda and available to the
 public.
- 6. Direct all comments to the RDKB Board Chair.
- 7. Do not expect an immediate answer. The Board may wish to have further investigation or time to consider the matter.
- 8. At no time will a delegation be allowed to present information regarding a bylaw which a Public Hearing has been held, or where a Public Hearing is required under an enactment as a prerequisite to the adoption of the bylaw.
- At no time will a delegation be allowed to present a matter for the purpose of discussion that is to be dealt with as a grievance under a collective agreement.

I understand and ag	gree with the terms and conditior		
		to ter	Muicheach
	•	and the same of th	ne of Delegate/Group Representative
() . 0	See		
I gel	7, 2017		22/.
Date '	•	Signature	/
	For Off	ice Use Only	
Attending at reques	t of the Board		
Requesting attenda	nce to present information and o	r to request letter and	l or funding support.
Referred to Chair:	An I	1/17	
	, April	////	
		' Date	
Approved	V	Declined	
If declined provide e	explanation:		
	*		1
Date of delegation (i	f applicable):	Hon 20	117
Applicant informed	of decision:	V. H.	X11-10/17
Thul	ser place	04/101	11
Manager of	Corporate Administration	- // /	Date

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

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	Ongoing
		Mountain/Anarchist).	
		Staff met with RDOS in June 2015 to discuss Sidley Mtn. Fire Protection. Information has been	
		provided to RDOS. Waiting for a response.	

Tasks from Sept 29/2015 Meeting

1 disks from Sept 27/2019 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	IP
		Policy referred to EAS Committee for review Feb 16/2017. Since the deadline for submission to the	
		Province is October 31, 2017, the Committee deferred this item to the EAS Committee.	

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	IP
		communication.	
438-15	Organics Collection	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. This will be included in plan development work dependant on establishing east end organics processing.	IP
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. Staff continue to work with reps from Boundary, nearing finalization of the application. More work required with Greenwood wanting to participate.	IΡ

Page 1 of 6 Board Resolutions/Action Items Updated: April 12, 2017

Tasks from January 28, 2016 Meeting

Issue	Actions Required/Taken	Status – C/IP
Board Development Session	1. Staff will circulate credentials and information on Jerry Berry, Jerry Berry Consultants Inc. as a	С
	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. Will be considered after Gov/Org review is complete. Session booked for May 25/17 in	С
		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. Contact has been made with Mr. Berry. 2. Staff will provide the Board Directors with options for when the Board Development session can be

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. Will be provided to PEP for discussion at April 2017 PEP meeting.	С
107-16	Solid Waste Facilities Hours of Operations	 Staff will draft a report regarding landfill activity at the McKelvey Creek Landfill during 7:00 am and 9:00 am. Staff presented report with recommended hours to COW; current hours to be maintained. The report will be presented to the COW (Environmental Services) at a future meeting. 	С

Tasks from April 21, 2016 Meeting

Resolution #	Issue	Actions Required/Taken	Status - C/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> .	IP
151-16	Bylaw Enforcement Notice and Dispute Adjudication	Order in Council granted – Bylaw Enforcement Notice Bylaw pending upon further work by staff (2017). Work to continue after budget cycle meetings.	IP
n/a	Electronic Meetings	A long-range plan and firm details regarding videoconferencing meetings will be developed. Only complete once EAS Committee pilot project has been discussed in more detail – matter briefly discussed by Board on April 21/16.	IP
		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>	Ongoing

Page 2 of 6 Board Resolutions/Action Items Updated: April 12, 2017

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.</i> Waiting for UBCM information.	ΙP
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. 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.	С

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

Tusks Holli Magast	20, 20 to dila september 22, 20 to weeking	93	
Resolution #	Issue	Actions Required/Taken	Status – C/IP
330-16	FLNRO BC Timber Sales Presentation	1. Staff will follow up with FLNRO to advise that the Board would welcome an office presentation	IP
	and Field Tour	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. BC Timber Sales will be going to a February BEDC meeting.	

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

•	Tasks from September 22, 2010 and January 20, 2017 Weetings			
	Resolution #	Issue	Actions Required/Taken	Status – C/IP
	353-16	Kettle River Watershed Management	If the assessment deems that there is insufficient available information, and that additional information	IP
		Plan	is warranted, that the Province install additional wells where necessary or reactivate inactive wells, to	
			assist in implementing the Kettle River Watershed Management Plan.	

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

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

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>	IP

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.	IP
25-17	App to Provincial Infrastructure Planning Grant Program-Boundary Area Drought Management Planning	 Should the funding be received, that the RDKB enter into a contract with CommonsPlace Consulting Ltd. to complete the project. Will be completed once funding is approved. If the grant is received, any shortfall in funding will be made up with an application for Gas Tax funding. Will be completed once funding is approved. 	
49-17	FCM-Proposed MOU-Sustainable and Inclusive Communities in Latin America (CISAL) Program	 The draft MOU will be presented to the Board at the Feb 21/17 meeting for discussion and adoption. Board approved entering into the MOU. Staff has updated the MOU and obtained Chair's signature. MOU forwarded to FCM for endorsement. 	С
		2. The Board will be provided with oversight to M. Andison being approved to attend. The Board approved Mr. Andison to travel to Colombia.	С

Tasks from February 21, 2017 Meeting

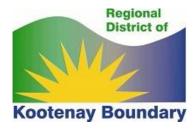
Resolution #	Issue	Actions Required/Taken	Status – C/IP
60-17	RDKB Fire Department Service Level	The first sentence of clause a) under the Limitations on Services Provided section (page 2 of the	С
	Policy	policy) should be revised with language that provides more clarity with respect to the response	
		required.	
62-17	CAO Performance Appraisal	1. The PEP Committee will review the document for possible amendments and/or updates before it is submitted to the vendor.	С
		2. The overall Board will have an opportunity to discuss electronic submission of same in the near future.	С
		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.	С
67-17	Amendment to Current Big White	An amendment to the current Big White Security contract with Paladin Security Group Ltd. to include	IP
07-17	Security Contract	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.	"

Tasks from March 21, 2017 Meeting

Resolution #	Issue	Actions Required/Taken	Status - C/IP
96-17	General Permission for the Use of	Staff will investigate the Provincial Moorage Program and report back to the Board with information as	IP
	Crown Land for Private Moorage	to whether there would be any legal liability for the RDKB associated with the District of Coldstream's	
		proposed amendment to the Provincial Private Moorage Program, should the Province amend its	
		General Permission requirements to include compliance with local government regulations.	
99-17	Interim Schedule of Accounts	Staff will provide a process that will provide governance oversight by including payroll backup	IP
		information on the RDKB Board of Directors meeting agendas. The payroll backup should illustrate	
		that payroll matches the Board's approved budget allocations.	
n/a	Trails to Boundary Society Funding	Staff will follow up with pushing back the date from February 1 to February 15th as the reporting date	С
	Agreement	for the Funding Agreement.	

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

260-16	BV Haines Park	Staff will bring forward necessary amendments to the RDKB Financial Plan Bylaw # 1603, 2016. Included in Bylaw amendment.	С
261-16	KBRFR-Five Year FP Non-budgeted Revenues and Expenses	Staff will bring forward the necessary amendments to the RDKB FP Bylaw #1603, 2016.	С
n/a	Boundary Weed Stakeholders Committee	Funding for work done with respect to aquatic invasive species will be included in a future budget. Staff will address this with Directors Gee and Russell during budget deliberations. Aquatic invasive species work will be included in 2017 invasive species activities.	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	The City of Rossland will be advised accordingly.	
n/a	IS Department	 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). Staff will take the necessary steps to implement this decision as soon as the F/P is adopted. 	C IP



STAFF REPORT

To: Chair McGregor and Members of the

RDKB Board of Directors

From: Theresa Lenardon,

Manager of Corporate Administration

Re: Regional District Special Voting Regulation

41/91 RDKB Bylaw No. 1624

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding the results of a vote, via the Regional District Special Voting Regulation, for reconsideration and adoption of RDKB Zoning Amendment Bylaw No. 1624.

History/Background Factors

RDKB Board Chair, Director McGregor and Area D/Rural Grand Forks and Board Vice-Chair, Director Russell deemed the adoption of Bylaw No. 1624 urgent and requiring immediate attention. A special vote was required in order to expedite the purchase of the property and subsequent renovations that are required to make the clinic accessible for the community as soon as possible.

On April 10, 2017, staff was requested to conduct the Regional District Special Voting Regulation process to obtain a vote for reconsideration and adoption of Bylaw 1624. If adopted, the bylaw would amend the Area C/Christina Lake Zoning Bylaw No. 1300 to permit "medical and dental" clinics in the Neighbourhood Commercial 4 (C4) Zone and would permit the applicants to open a medical clinic at 1875 Baker Frontage Road. RDKB Planning and Development Department staff have not received any letters opposing the rezoning proposal and no opposition was expressed by the members of the public who attended the March 14th Public Hearing.

On March 21, 2017, Bylaw No. 1624 was given third reading by the RDKB Board of Directors with a Stakeholder only (Electoral Area Directors) Unweighted Vote. Planning / land use bylaws are only voted on by the Stakeholders (Electoral Area

Page 1 of 2 Staff Report-Special Voting Regulation-RDKB Bylaw 1624 Board of Directors-April 20, 2017 Directors). With the location of the subject-property, there are no member municipality fringe areas that would vote on the bylaw.

The following is the recommendation that was voted on via the Special Voting Regulation process:

Stakeholder Vote (Electoral Area Directors only) Unweighted

That RDKB Zoning Amendment Bylaw No. 1624, 2017 be reconsidered and adopted.

The recommendation was passed unanimously with 5 (out of 5) Electoral Area Directors all voting in favour of the recommendation.

Implications

Other than the use of staff time, there are no large implications, including financial, with respect to undertaking the special voting regulation process.

Advancement of Strategic Planning Goals

Undertaking the Regional District Special Voting Regulation meets the following strategic goals:

Continue to focus on organizational excellence:

- Review our internal processes to remove any barriers to economic growth
- Review approval processes to streamline decision-making

Background Information Provided

- Special Voting Regulation 41/91
- RDKB Amendment Bylaw No. 1624
- Minutes of March 14th Public Hearing
- Staff Report

Alternatives

Receive staff report

Recommendation(s)

That the staff report from Theresa Lenardon, Manager of Corporate Administration regarding the results of a Regional District Special Voting Regulation vote for reconsideration and adoption of RDKB Zoning Amendment Bylaw No. 1624 be received.

Copyright (c) Queen's Printer, Victoria, British Columbia, Canada License Disclaimer

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

Deposited February 6, 1991

Local Government Act REGIONAL DISTRICT

SPECIAL VOTING REGULATION

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

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

Contents

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

Schedule

Interpretation

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

Special vote may be taken on urgent matters

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

(a) rural land use bylaws.

How special voting is to be conducted

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

Special vote must be reported at next regular meeting

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

Application of regulation

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

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

Schedule

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

the Cariboo Regional District

the Central Coast Regional District

the Regional District of Central Kootenay

the Columbia-Shuswap Regional District

the Regional District of East Kootenay

the Regional District of Fraser-Fort George

the Fraser Valley Regional District

the Regional District of Kitimat-Stikine

the Regional District of Kootenay Boundary

the Regional District of Mount Waddington

the Skeena-Queen Charlotte Regional District

the Squamish-Lillooet Regional District

the Thompson-Nicola Regional District

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

Copyright (c) Queen's Printer, Victoria, British Columbia, Canada

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:

- This Bylaw may be cited as Regional District of Kootenay Boundary Zoning Amendment Bylaw No. 1624, 2017;
- 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 21st day of February, 2017.

PUBLIC HEARING NOTICE ADVERTISED in Christina Lake News this 2nd day of March, 2017 and also this 9th day of March, 2017.

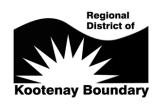
PUBLIC HEARING held on this 14th day of March, 2017.

READ A THIRD TIME this 21st 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 21st day of March, 2017.

Manager of Corporate Administration

	ť			
	APPROVED by the Ministry of Transportation and Ir	frastructure Approving Of	ficer this	
	3 doubt April 2017			
		Approving Officer	 	
	RECONSIDERED AND FINALLY ADOPTED this _	day of	20	
	RECONSIDERED AND FINALLY ADOFTED (IIIS	uay 01	, 20	
	Manager of Corporate Administration	Chair		
	I, Theresa Lenardon, Manager of Corporate Admini Boundary, hereby certify that this is a true and	correct copy of Bylaw N	lo. 1624, cited as	
·	I, Theresa Lenardon, Manager of Corporate Admini Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Am	correct copy of Bylaw N	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and	correct copy of Bylaw N	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Am	correct copy of Bylaw N	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Am	correct copy of Bylaw N	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Am	correct copy of Bylaw N	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Am	correct copy of Bylaw N	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Amedian Manager of Corporate Administration	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	
	Boundary, hereby certify that this is a true and "Regional District of Kootenay Boundary Zoning Ame	correct copy of Bylaw Nendment Bylaw No. 1624,	lo. 1624, cited as 2017".	



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.

Director Present:	Director Grace McGregor
Staff Present:	Carly Rimell, Senior Planner and Ken Gobeil, Planner
Members of the Public Present:	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.

Page 1 of 2 Public Hearing Minutes Bylaw No. 1624

Recording Secretary	 Chairperson	
	a fair and accurate record of the Public He dary proposed Bylaw No. 1624 to ame	



STAFF REPORT

Date:	April 10, 2017	File #:	C-750-04060.005
To:	Chair McGregor and Members of	the Board	
From:	Carly Rimell, Senior Planner		
RE:	Zoning Bylaw Amendment: E	Bylaw No.	1624

ISSUE INTRODUCTION

Robert and Laura Lewis acting as agent for Anne's Bake Shop Ltd., are applying for an amendment to the Electoral Area 'C'/Christina Lake Zoning Bylaw to permit a medical clinic on the subject property, at 1875 Bakery Frontage Road (see Site Location Map; Subject Property Map).

Robert and Laura Lewis have made a conditional offer on the property, subject to approval of the bylaw amendment application to permit a 'medical and dental clinic' within the 'Neighbourhood Commercial' (C4) Zone. A special vote is being requested in order to expedite the purchase of the property and subsequent renovations that are required so that the clinic is accessible for the community as soon as possible.

HISTORY / BACKGROUND FACTORS

Records indicate that in 1989 the use of this property as a bake shop was considered legal non-conforming, which would indicate the bakery was established some time before that.

In 1995, Anne Popoff, of Anne's Bakeshop Ltd., owned this parcel as well at the neighbouring parcels to the north, Lot 2, 3 and 4 (see Subject Property Map). The properties were designated as 'Commercial' within the Electoral Area 'C'/Christina Lake OCP Bylaw No. 800 but zoned 'Residential' in the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 164. The owner wished to rezone the subject property to 'Commercial' to facilitate the expansion of the bakery. However, after conversations with RDKB Staff an application to rezone all 4 properties was submitted so as to be consistent with the OCP. The rezoning application was supported, and the amending Bylaw No. 877 was adopted on August 31st, 1995.

In 1997, a development permit (94-97D) was issued as the proposed subdivision (to dissolve Lot 4 and divide it between Lot A and Lot 3) required a development permit, as well as to expand the footprint of the house on Lot 3. Shortly after the RDKB received the subdivision referral, although it was never finalized. The parcel boundaries remain

Page 1 of 3

P:\PD\EA_'C\C-750-04060.005 Lewis\2017-02-Zoning Amendment\Board\2017-05-10-Lewis_Board.docx

the same today.

In 1998, a development permit amendment was issued to reduce the rear setback for an accessory building and freezer associated with the bakery.

The parcel (1011m²) is currently designated as 'Neighbourhood Commercial' in the Electoral Area 'C'/Christina Lake Official Community Plan Bylaw No. 1250 and zoned 'Neighbourhood Commercial 4' in the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300. The parcel is also within the 'Neighbourhood Commercial Development Permit Area.'

The bakeshop still exists on the property and it is now being operated as Ravenous, a vegan bakeshop and take away food service establishment. Ravenous operates seasonally from May to August *(see Site Photos)*. Eating and drinking establishments including take-out restaurants are a permitted use.

PROPOSAL

The applicants propose to amend the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300 to permit the use of a 'medical clinic' on the subject property. The applicants assert that real estate options are limited and that they would like to purchase the property and renovate the existing 167m² building into a medical clinic for 3 doctors to service the community.

IMPLICATIONS

The Electoral Area 'C'/Christina Lake OCP lists permitted uses to be considered in the 'Neighbourhood Commercial' designation to include but not be necessarily limited to general retail, eating and drinking establishments, tourist accommodation, recreation facilities, campground, personal services, commercial greenhouses, nurseries, parking facilities and a dwelling unit. Since a medical clinic could be considered as similar to a personal service, the proposed zoning amendment is not inconsistent with the OCP.

The following zones within the Electoral Area 'C'/Christina Lake Zoning Bylaw permit a 'medical and dental clinic' as a principal use; 'Core Commercial 1', 'Core Commercial 1A', 'Highway Commercial 2', and 'Highway Commercial 3'. The remainder of the commercial zones within the Electoral Area 'C'/Christina Lake Zoning Bylaw; 'Neighbourhood Commercial 4', 'Seasonal Resort Commercial 5', 'Marina Commercial 6', and 'Campground Commercial 7', do not permit a 'medical and dental clinic'.

There are 22 properties zoned 'Neighbourhood Commercial 4' (C4) in the Electoral Area 'C'/Christina Lake Zoning Bylaw No. 1300 *(see Neighbourhood Commercial C4 Zone Map)*. The majority of the 'Neighbourhood Commercial' (C4) parcels border 'Single Family Residential 1' (R1) parcels, while a few of the southern parcels border 'Seasonal Resort Commercial 5' (C5) parcels. It is not anticipated that the addition of the use of a 'medical and dental clinic' within the 'Neighbourhood Commercial 4' (C4) Zone would create conflict with the surrounding zones. Therefore, staff are recommending that an

Page 2 of 3

P:\PD\EA_'C'\C-750-04060.005 Lewis\2017-02-Zoning Amendment\Board\2017-05-10-Lewis_Board.docx

amendment be made to the 'Neighbourhood Commercial 4' Zone as opposed to just the subject property.

Section 318 within the Electoral Area 'C'/Christina Lake Zoning Bylaw identifies parking requirements. As a preliminary analysis the required parking for the current operation of an eating and drinking establishment having or specifically providing for takeout services which have less than 6 seats is 5 spaces. If the use for a medical clinic was supported 4 spaces would be required for every 100m² of floor area. The existing building is 167m², which would require 7 spaces. It appears that there is sufficient area on the parcel to expand the parking area to satisfy parking requirements.

Amendment Bylaw No. 1624 was presented at a public hearing on March 14, 2017. Of those community members who were in attendance none of them spoke in opposition of the proposed bylaw. No letters were received from the notification sign on the subject property or the newspaper advertisements in the March 2nd and March 9th issues of the Christina Lake News for the proposed bylaw amendment.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C'/Christina Lake Advisory Planning Commission supports the subject development application.

BACKGROUND INFORMATION

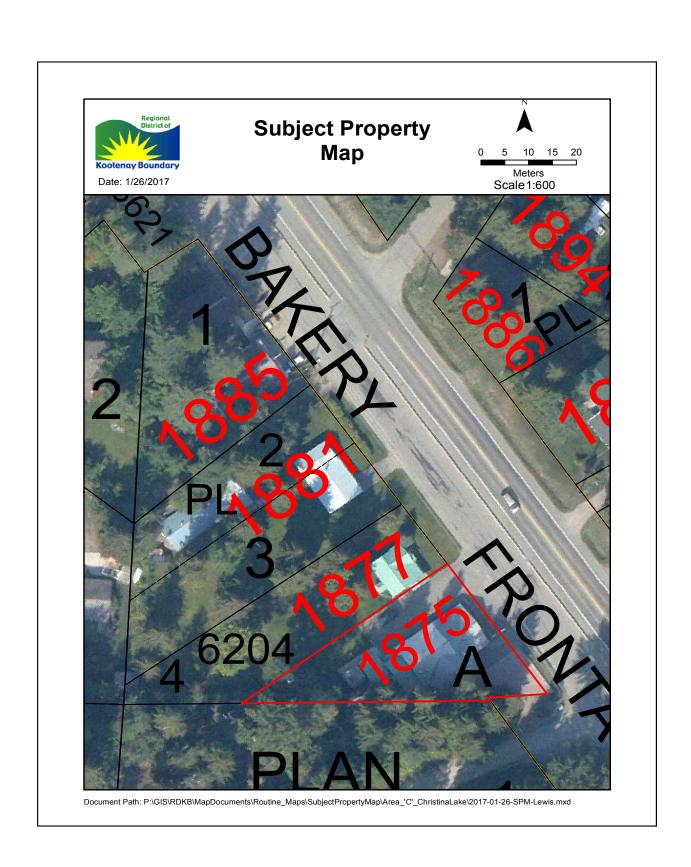
Site Location Map Subject Property Map Site Photos Neighbourhood Commercial C4 Zone Map

RECOMMENDATION

That the Regional District of Kootenay Boundary amendment Bylaw No. 1624, be reconsidered and adopted.

Page 3 of 3 *P:\PD\EA_'C^\C-750-04060.005 Lewis\2017-02-Zoning Amendment\Board\2017-05-10-Lewis_Board.docx*











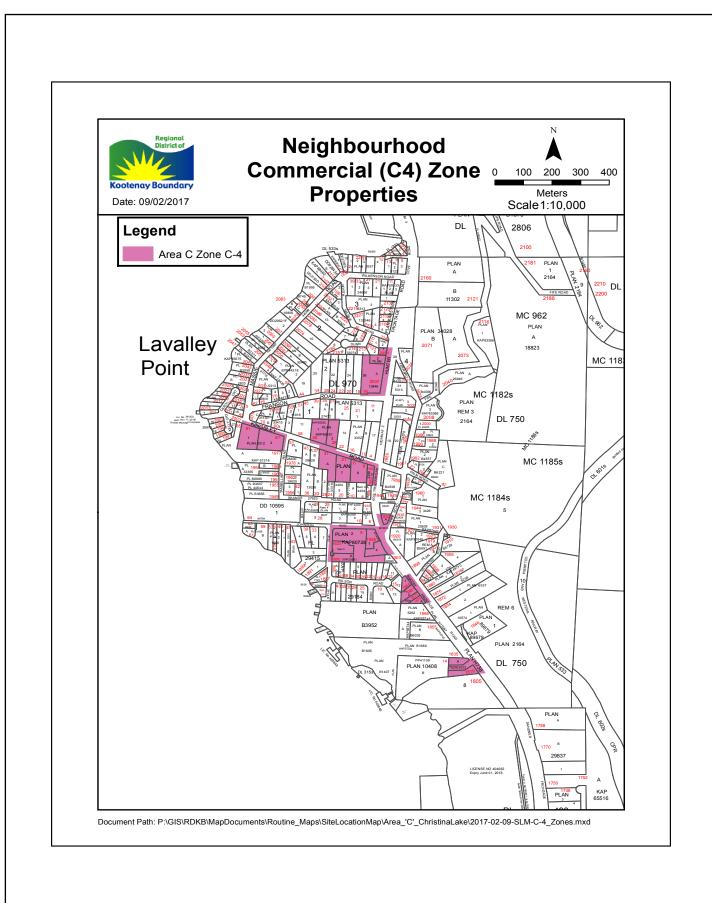
Facing south

Facing west, behind the bakery





North face of the bakery building, facing east





April 3, 2017

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

10 ///	GIONAL DISTRICT OF OTENAY BOUNDARY
FILE #	APR - 6 2017
DOC # REF. T	o: M. F.

Dear Board of Directors:

I am writing to inform you of the results of the Japanese Canadian Historic Places Project, a heritage awareness and recognition project that was undertaken by the Ministry of Forests, Lands, and Natural Resource Operations, and the Ministry of International Trade and Multiculturalism over the past year.

Public nominations were sought from July 7 to November 30, 2016, resulting in 264 nominations for 176 places to be considered for recognition under s. 18 of the *Heritage Conservation Act* (Appendix A). Following a thorough evaluation by sector and community experts, 56 historic places were chosen to receive formal provincial recognition for their significance to the Japanese Canadian community in British Columbia (Appendix B).

Acknowledgement of the heritage values associated with these places strengthens our understanding and appreciation of the diversity of cultures that are part of British Columbia's heritage. Heritage values articulated by the Japanese Canadian community relate to several themes including immigration, fighting for equality and justice, service to community, and celebrating cultural diversity. Of particular importance was the profound impact of internment during World War II, and its lasting effects in the years following, on over 22,000 Japanese Canadians and Canadians of Japanese ancestry.

Sites chosen for formal recognition will be included on the BC Register of Historic Places, and will be put forward for inclusion on the Canadian Register of Historic Places. The promotion of heritage values under this piece of legislation is purely commemorative, and does not confer any form of legal protection nor does it register any interest in land. Property rights and title are also not affected by this formal acknowledgment of heritage values.

The 176 nominated places are located in 60 local governments and regional districts throughout B.C., including in your municipality. The historic places within your jurisdiction are listed below. Provincially recognized places are indicated with an asterisk (*).

1. Christina Lake* & Japanese Language School

Ministry of Forests, Lands, and Natural Resource Operations

Heritage Branch

Mailing Address: PO Box 9818 Stn Prov Govt Victoria BC V8W 9W3 Location: 800 Johnson Street www.gov.bc.ca/bcheritage

Phone: 250 356-1432 Fax: 250 356-2842 While not all of the places identified by the public are *provincially* significant, this project brings to light the fact that these places are important at a regional or local level. I am therefore inviting your local government to consider using the heritage conservation tools found in Part 15 of the *Local Government Act* to formally recognize or protect these places at the local level. Recognition of these historic places by all levels of government strengthens our collective understanding and appreciation of the many layers of heritage values that make British Columbia the place it is today

If your local government does not already have a Community Heritage Register or other heritage conservation tools in place, may I suggest contacting Heritage BC at www.heritagebc.ca, or at 604.428.7243 or 1.855.349.7243, to learn more about their resources and services for developing community heritage planning programs. Heritage BC is also the fund administrator for the Heritage Legacy Fund of British Columbia, which provides opportunities to interpret or celebrate aspects of community heritage through their Heritage Awareness Program.

If you would like more information on this project, or any of the places that were nominated or formally recognized, please contact Judith Cook, Heritage Planner, at judith.cook@gov.bc.ca, or at 250-356-1038. Information about each place will also be available on an online interactive map, hosted by Heritage BC.

I hope that you will join the Province of British Columbia in honouring this important part of our provincial heritage.

Yours truly,

Richard Linzey

Director, BC Heritage Branch

Ministry of Forests, Lands and Natural Resource Operations

Appendix A - Japanese Canadian Historic Places Project - List of nominated places

Protected Area 1 2 Lillooet/East Lillooet Self-**Supporting Interment Camp** 3 McGillivray Falls 4 Minto Mine 5 Miyazaki House Bridge River Internment Site 6 7 Taylor Lake 8 Mount Manzo Nagano 9 Mine at Ikeda Bay on Moresby Island Ocean Falls 10 11 North Pacific Cannery National **Historic Site** 12 Port Essington 13 Skeena Buddhist Temple 14 Cow Bay 15 Kazu Maru Shinto Shrine Morimoto Boat Shop & 16 Claxton Cannery 17 Prince Rupert Japanese Language School 18 St. Andrew's Anglican Church Calhoun Farm 19 Eagle Pass/Revelstoke-Sicamous Highway Road Camp 21 Nitobe's Rock 22 Rogers Pass Avalanche Memorial 23 Fraser Valley Buddhist Temple Mount Lehman Japanese 24 Language School 25 Hammond Buddhist Temple 26 Haney Japanese Kindergarten 27 Haney Japanese Language School 28 Haney Nokai 29 Haney, Maple Ridge

Whonnock Japanese Language

East Mission Japanese Language School 32 Mission Japanese Language

33 Westminster Abbey, Mission 34 Pitt Meadows Japanese Canadian Meeting Hall

Tashme Internment Camp 37 Hope-Princeton Highway Road

30

31

36

School

School

35 Fraser Valley

Camp

anad	lian Historic Places Project - List of
38	The Gulf Islands
39	Sunrise Sawmill and Koyama's
40	Fish Camp Galiano Island Charcoal Pit Kiln
41	Galiano Island Cemetery
42	Galiano Island North End Hall
43	
43	Mayne Island Japanese Garden
44	Kadonaga Bay
45	Mayne Island
46	Salt Spring Island Charcoal Pit Kilns
47	Ganges
48	Salt Spring Island
49	Mikuni Point
50	Saint Christopher's Church
51	Christina Lake & Japanese
	Language School
52	Greenwood
53	Kaslo Internment Site
54	Langham Cultural Centre
55	St Andrew's United Church
56	Midway
57	1505 Nasookin Road, Nelson
58	Rosebery Interment Camp
59	Kohan Reflection Garden
60	New Denver and Area
61	Internment Camps New Denver Church
62	New Denver Orchard
63	Nikkei Internment Memorial
05	Centre National Historic Site
64	Yasutaro Mitsunaga grave marker
65	Sandon Internment Camp
66	520 Springer Street, Slocan
67	Bay Farm Internment Camp
68	Lemon creek Internment Camp
69	Popoff Internment Camp
70	Slocan Extension Internment
71	Camps Silvery Slocan Social Centre
72	Slocan Cemetery Monument
73	Slocan City Internment Camp
74	Slocan Village Market
75	CPR Railway disaster
76	Nikkei National Museum &
, 0	Cultural Centre
77	Ocean View Burial Park

	Language School
79	Annieville Slough
80	Canoe Pass
81	New Westminster Berth for
	Ocean Vessels
82	Douglas Road Cemetery
83	New Westminster Japanese
	Language School
84	Japanese Teahouse, North
	Vancouver
85	Seymour Valley (McKenzie
0.0	Creek) Japanese Camp
86	Britannia Shipyards National
87	Historic Site Don and Lion Islands
88	G.S. Mukai Boat Works
89	Garry Point Park Boatyard
90	Japanese Fishermen's Hospital
91	Kuno Garden
92	Murakami House and
	Boatworks
93	Nikkei Fishermen's Statue,
	Steveston
94	Steveston Buddhist Temple
95	Steveston Japanese Language
0.0	School
96	Steveston
97	Woodfibre Japanese Language School
98	Strawberry Hill, Surrey
99	
	Campbell Creek Hop Farm
100	Kamloops Japanese Canadian Association
101	Kamloops Jodo Shinshu
101	Buddhist Temple
102	Kamloops Judo Club
103	Monte Lake
104	North Kamloops Motors
105	Kelowna Buddhist Temple
106	V - A
106	Kelowna Japanese Language School
107	Summerland Japanese
107	Language School
108	Bella Vista Road & Old
	Kamloops Road
109	Vernon Japanese
	Hall/Buddhist Temple
110	Westwold
111	Yellowhead-Blue River
	Highway Road Camp (Robson
	Park)

78 Fraser Mills Japanese

112 302 Alexander Street, Vancouver 40th Marpole Boy Scout Hall & 113 Marpole Japanese Language School 114 Celtic Cannery & Japanese Language School Fairview Japanese Language 115 School Hastings Park 116 117 Hastings Park - PNE Forum 118 Hastings Park - Rollerland Hastings Park Garden 119 Auditorium 120 Hastings Park Livestock Building Hastings Park Momiji Garden 122 Historic Sites and Monuments Board of Canada Plaque, **Hastings Park** 123 Holy Cross Japanese Anglican Church 124 Japanese Canadian real estate 125 Japanese Canadian War Memorial 126 Japanese Catholic Mission Japanese Church of the 127 Ascension 128 Historic Joy Kogawa House 129 Kitsilano Japanese Language School 130 Little Ginza, Vancouver

Maikawa Building and Store

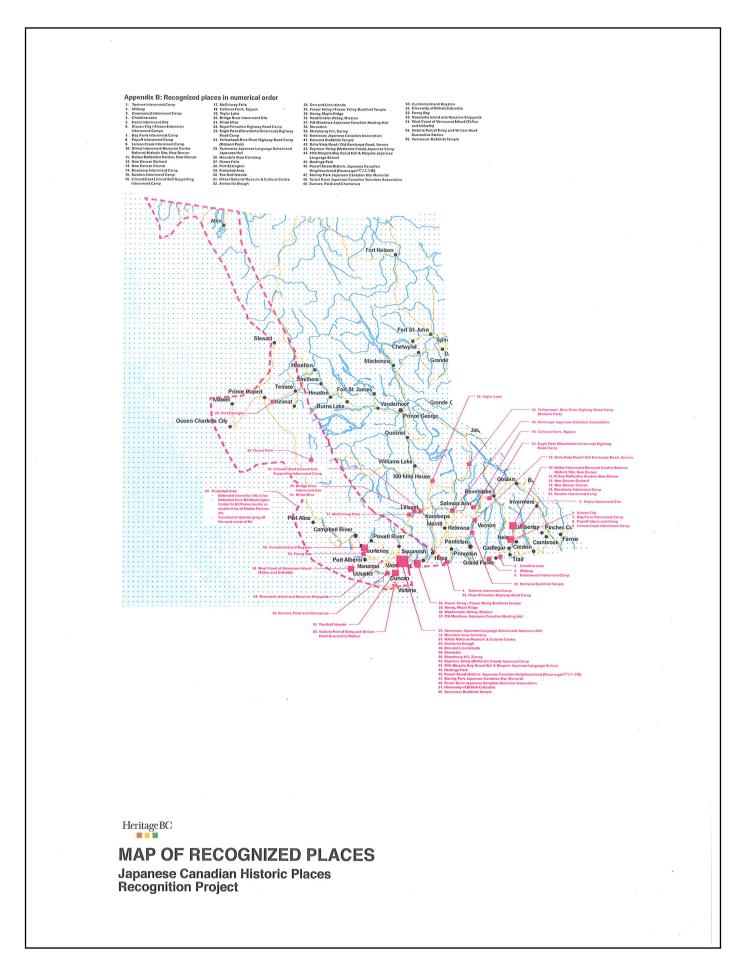
Mountain View Cemetery

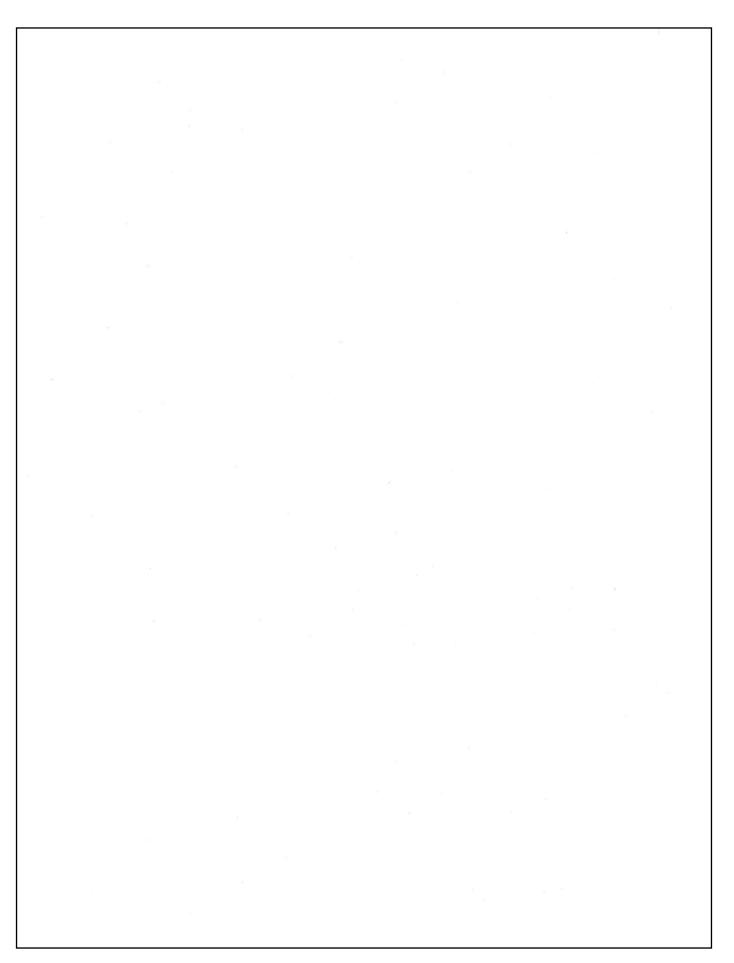
Myowa Gakuen

131

133

- 134 Nippon Auto Supply, Vancouver Nitobe Memorial Garden, UBC 135 136 Oppenheimer Park 137 **Powell Street Historic** Japanese Canadian Neighbourhood (Paueru-gai/ パウエル街) 138 Showa Japanese Language School Tairiku Building, Cordova 139 Street 140 Tamura House/Building Tonari Gumi, Vancouver 141 142 University of British Columbia Vancouver Buddhist Temple 143 144 Vancouver Japanese Language School & Japanese Hall 145 Wong's Market, Vancouver Torii Gate 146 147 Chemainus Cemetery and Monument 148 Comox Japantown and Japanese Language School 149 **Deep Bay Logging Company** and Kyoritsu Gakko Language School 150 Hillcrest Japanese Language School 151 Duncan, Paldi, Chemainus 152 10 Maple Street, Cumberland 153 Coal Mine No. 5 and No. 5 Japanese Town, Cumberland **Cumberland Japanese** 154 Cemetery 155 Nikkei Mountain 156 No. 1 Japanese Town site, Cumberland
- Saito House 157 158 Cumberland 159 Nanaimo Japanese Language School Newcastle Island & Nanaimo 160 Shipyards McLean Mill National Historic 161 162 Port Alberni Cemetery 163 Royston Japanese Bazaar, 1013 164 Government Street, Victoria 165 Japanese Methodist Mission Church 166 Osawa Hotel, Victoria Ross Bay Cemetery -167 Kakehashi Project and Gravesites 168 Victoria Japanese Language School Victoria Port of Entry and 169 William Head Quarantine Station Japanese Garden, Gorge Point 170 West Coast of Vancouver Island (Tofino and Ucluelet) 172 Clayoquot Island 173 Tofino Japanese Language School 174 Japanese Dock, Ucluelet Port Albion (Shimizu Bay), Ucluelet Ucluelet 176





Theresa Lenardon

Keri-Ann Austin <kaustin@coldstream.ca>

March-29-17 3:17 PM Sent:

Subject: Response from Minister re: Provincial Private Moorage Program

Attachments: Response re Private Moorage.pdf

Good afternoon,

From:

I write to provide a brief follow up to my previous email regarding the changes announced for the Provincial Private Moorage Program. On behalf of the District of Coldstream Council, I offer thanks to our fellow member municipalities for their support of the District of Coldstream's resolution being forwarded to SILGA and UBCM.

The District has received a response from the Ministry responsible and I have attached it for your information.

Have a good day,

Keri-Ann Austin, MMC | Director of Corporate Administration 9901 Kalamalka Road | Coldstream BC V1B 1L6 P. 250.545.5304 | F. 250.545.4733

www.coldstream.ca

please consider the environment before printing this e-mail



File No. 0230-20 (SILGA) 0410-20 (MFLNRO)

Reference: 227773

MAR 2 3 2017

Via Email: kaustin@coldstream.ca

His Worship Mayor Jim Garlick District of Coldstream 9901 Kalamalka Road Coldstream, British Columbia V1B 1L6

Dear Mayor Garlick:

Thank you for your letter of February 22, 2017, to Honourable Christy Clark, Premier of British Columbia, regarding the District of Coldstream Council's resolution on the Provincial Private Moorage Program. As this issue falls under the purview of the Ministry of Forests, Lands and Natural Resource Operations, I have been asked to respond.

I understand that you are concerned that dock owners might not be following local government requirements for those docks authorized under a General Permission for the reason that applications will not be required, and therefore, will not be referred to local government for input. Below are a number of current requirements and processes in place to address these issues, along with some of the proposed changes, prompted by your letter, which we hope will further mitigate your concerns:

- The General Permission includes a requirement that dock owners must comply with all laws applicable to the installation and use of a dock. Although this is a broad statement, I want to assure you that this does cover local government bylaws and zoning (as well as, all other relevant provincial and federal legislation).
- The Ministry of Forests, Lands, and Natural Resource Operations' Private Moorage webpage (see: http://www2.gov.bc.ca/gov/content/industry/natural-resource-use/land-use/crown-land/crown-land-uses/residential-uses/private-moorage) and the General Permission checklist will both be updated to specifically advise prospective dock owners to contact local governments to find out if there are any additional legal requirements that must be met before proceeding with the construction of their dock. It will also be made clear that if they do not comply with local government bylaws and zoning, then they will not be eligible to be authorized under the General Permission. At this time, there is only a general reference on the webpage that "other legal requirements (i.e. provincial, federal and local government) may also be applicable."

Page 1 of 2

His Worship Mayor Jim Garlick

- Once the above changes are made to the webpage, prospective dock owners who
 contact FrontCounter BC (the ministry's first point of contact regarding applications
 and use of Crown land), will also be given the same information directly by staff.
- Currently, before any new dock is constructed or any existing dock is significantly modified in freshwater, the proponent must apply to the ministry (through FrontCounter BC), for an authorization under the *Water Sustainability Act* (WSA), section 11: "Changes in and about a stream" (fresh waterbody). In the Okanagan Region, when an application for a section 11 WSA authorization is submitted, the Natural Resource District advises clients that they must comply with local government bylaws, and then will inform local government of those WSA applications for docks that will be subject to a General Permission. (This process is being considered for other interior locations, but is for now being focussed on the Okanagan Region.)
- The ministry understands that property owners do not always know or fully understand the provincial government laws that apply to their activities. It is for this reason that most of the dock building companies in the Thompson-Okanagan have been informed directly about the revised Private Moorage Policy and the General Permission requirements. I believe there is opportunity for local governments to follow-up with these companies, as well, in order to ensure that the local government requirements are being adhered to by the dock builders.

I trust that the requirements and information currently in place, as well as the proposed revisions described above, will address your concerns in regards to the policy changes. I encourage local governments to work with Regional Land Authorization staff to identify areas of particular concern with higher risk of impacts that may warrant consideration as "application-only areas."

Thank you again for writing.

Sincerely,

Dave Peterson

Assistant Deputy Minister

pc: Honourable Christy Clark, Premier of British Columbia

Honourable Steve Thomson, Minister of Forests, Lands and Natural

Resource Operations

Eric Foster, MLA, Vernon-Monashee

Andy Oetter, Director, Authorizations, Thompson-Okanagan Region

Greg Kockx, Manager, Operational Program, Tenures, Competitiveness

and Innovation Division

Original MARCH 21 Board Witg ITEM ATTACHMENT # a)



DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6
Phone 250-545-5304 Fax 250-545-4733
Email: info@coldstream.ca Website: www.coldstream.ca

"Rural Living At Its Best"

VIA EMAIL: premier@gov.bc.ca

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

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 <u>eric.foster.MLA@leg.bc.ca</u>
- Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operation, via email FLNR.Minister@gov.bc.ca
- Greg Kockx, Manager Land Tenures Branch, Ministry of Forests, Lands and Natural Resource Operations, via email <u>Greg.Kockx@gov.bc.ca</u>
- UBCM Member Municipalities

Page 43 of 472

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.

Page 44 of 472

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.

Page 45 of 472





KOOTENAY BOUNDARY ANIMAL CONTROL

Monthly Report of Activities March 2017

March 1 - 8	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"		01,08			
Grand Forks	1	04,06,07	18-17GF		
Area "D"	1	03,04,07,08	17-17AD	17-17AD	
Greenwood		02,03			

March 9-15	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"	1	13,14,15	005-17CL	005-17CL	
Grand Forks	1	09,11,13,14			
Area "D"		10,13,14,15			
Greenwood		10,13			





March 16-22	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"		16,18,20			
Grand Forks	2	17,18,20,21,22			
Area "D"	2	18,20,21,22	020-17AD		020-17AD
Greenwood	1	16,20			

March 23-31	Calls	Patrol Dates	Enforcement	Follow-up	Written complaints
Christina Lake & Area "C"		23,24,28			
Grand Forks	1	23,24,25,27,28,29,30, 31			
Area "D"	6	23,24,25,27,28,29,31	023-17AD 024-17AD	023-17AD	
Greenwood	3	24,27,30,31			022-17GW

File numbers indicated in the chart: The first three digits of a file number indicate the numerical order of the file in the Calendar year; The next two numbers designate which year; The final two letters indicate in which service area the file was based: CL=Christina Lake, GF=Grand Forks, AD=Area "D" & GW=Greenwood.

 Supplier :
 084010 To ZUM001

 Cheque Dt. :
 01-Mar-2017 To 31-Mar-2017

 Bank :
 1 - CIBC Bank - General

Kootenay Boundary

Regional District of AP5090

Date : Mar 31, 2017 **Time :** 8:24 am

Page:1

ITEM ATTACHMENT # b)

Seq: Cheque No. Status: All

	: 1 - CIBC Bank - General							
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount	
56938	02-Mar-2017	A2Z010	A2Z ARENA PRODUCTS LTD.	Issued	58	С	640.9	
56939	02-Mar-2017	ANK010	ANKORS	Issued	58	С	3,000.0	
56940	02-Mar-2017	BCR010	BC REGISTERED MUSIC TEACHERS - TRAIL E	Issued	58	С	460.5	
56941	02-Mar-2017	BCS006	B.C. SENIORS GAMES SOCIETY - ZONE 6	Issued	58	С	2,250.0	
56942	02-Mar-2017	BEA480	BEAVER VALLEY MAY DAYS SOCIETY	Issued	58	С	4,000.0	
56943	02-Mar-2017	BIG055	BIG WHITE MOUNTAIN COMMUNITY DEVELOI	Issued	58	С	3,300.0	
56944	02-Mar-2017	BIL100	BILLY'S WATERWORKS	Issued	58	С	1,106.9	
56945	02-Mar-2017	BLA140	BLARNEY HOLDINGS INC.	Issued	58	С	147.0	
56946	02-Mar-2017	BOU047	BOUNDARY WOODLOT ASSOCIATION	Issued	58	С	684.0	
56947	02-Mar-2017	BOU560	BOUNDARY YOUTH SOCCER ASSOCIATION	Issued	58	С	4,000.0	
56948	02-Mar-2017	CHA030	CHALLENGER AUTO DETAILING	Issued	58	С	504.0	
56949	02-Mar-2017	CHR270	CHRISTINA LAKE NEWS	Issued	58	С	291.0	
56950	02-Mar-2017	CHR410	CHRISTINA LAKE TOURISM SOCIETY	Issued	58	С	11,000.0	
56951	02-Mar-2017	CIT050	CITYVIEW A DIVISION OF N HARRIS COMPUT	Issued	58	С	10,474.8	
56952	02-Mar-2017	COC010	COCA-COLA REFRESHMENTS CANADA	Issued	58	С	417.8	
56953	02-Mar-2017	DEA030	DEADMARSH, FRANCES	Issued	58	С	76.3	
56954	02-Mar-2017	DEB010	DEBRUYN, MARCIA	Issued	58	С	438.1	
56955	02-Mar-2017	DIZ020	DIZARD	Issued	58	С	254.2	
56956	02-Mar-2017	FOR010	FORTISBC - ELECTRICITY	Issued	58	С	1,359.2	
56957	02-Mar-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	58	С	6,582.7	
56958	02-Mar-2017	GES010	GESCAN - Division of Sonepar	Issued	58	С	327.4	
56959	02-Mar-2017	GLE040	GLENMERRY GLASS LTD.	Issued	58	С	540.1	
56960	02-Mar-2017	GRA012	GRAND FORKS SECONDARY SCHOOL	Issued	58	С	1,300.0	
56961	02-Mar-2017	GRA046	GRANBY WILDERNESS SOCIETY	Issued	58	С	1,000.0	
56962	02-Mar-2017	GRA240	GRAND FORKS & DISTRICT FALL FAIR SOCIE		58	C	500.0	
56963	02-Mar-2017	GRE030	GREYHOUND COURIER EXPRESS	Issued	58	C	155.3	
56964	02-Mar-2017	INT080	INTERIOR SIGNS	Issued	58	C	510.8	
56965	02-Mar-2017	JER010	JERRY'S THREE VALLEY WATER	Issued	58	С	19.5	
56966	02-Mar-2017	JOH012	JOHNSON, KIM, IN TRUST	Issued	58	C	118.0	
56967	02-Mar-2017	MAR006	MARINO WHOLESALE LTD.	Cancelled	59	C	0.0	
56968	02-Mar-2017	MID070	MIDWAY PUBLIC LIBRARY	Cancelled	58	C	0.0	
56969	02-Mar-2017	MIN040	MINISTER OF FINANCE	Cancelled	59	С	0.0	
56970	02-Mar-2017	OVE010	OVERWAITEA FOODS	Cancelled	58	C	0.0	
56971	02-Mar-2017	PAS060	THE PASTRY SHOP	Cancelled	59	C	0.0	
56972	02-Mar-2017	PET004	PETIT, PHILIP	Cancelled	58	C	0.0	
56973	02-Mar-2017	PLU010	PLUMBING OFFICIALS' ASSOC. OF BC	Cancelled	59	C	0.0	
56973 56974	02-Mar-2017 02-Mar-2017	REH002	REHRIG PACIFIC COMPANY	Cancelled	59 58	C	0.0	
56975	02-Mar-2017 02-Mar-2017		ROGERS	Cancelled	56 59	C	0.0	
56976		ROG001 RUS025	RUSTIC CRUST	Cancelled	59 58	C	0.0	
00910	02-Mar-2017	KU3023	NOSTIC ORUST	Caricelled	30	C	0.0	

Supplier : 084010 To ZUM001 Cheque Dt.: 01-Mar-2017 To 31-Mar-2017

Bank: 1 - CIBC Bank - General

Page 263 of 788



Kootenay Boundary

AP5090

Time: 8:24 am Date: Mar 31, 2017

Page:2

Seq: Cheque No. Status: All

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
ank: 1	CIBC Bank - 0	General					
56978	02-Mar-2017	SEL010	SELECT OFFICE PRODUCTS	Cancelled	58	С	0.00
56979	02-Mar-2017	SEL050	SELKIRK COLLEGE (GRAND FORKS)	Cancelled	59	С	0.00
56980	02-Mar-2017	SHA030	SHAW CABLE	Cancelled	58	С	0.00
56981	02-Mar-2017	SOC020	SOCIETA M.S. CRISTOFORO COLOMBO LOGO	Cancelled	59	С	0.00
56982	02-Mar-2017	SOL001	THE SOLID WASTE ASSOC. OF NORTH AMER	Cancelled	58	С	0.00
56983	02-Mar-2017	SOU110	SOUTHERN INTERIOR WASTE MANAGERS AS	Cancelled	59	С	0.00
56984	02-Mar-2017	STE007	STEWART'S COLLISION CENTRE	Cancelled	58	С	0.00
56985	02-Mar-2017	TAY080	TAYLOR, CODY	Cancelled	59	С	0.00
56986	02-Mar-2017	TEC070	TECHNIKAL WELDING	Cancelled	58	С	0.00
56987	02-Mar-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Cancelled	59	С	0.00
56988	02-Mar-2017	TEL002	TELUS MOBILITY	Cancelled	58	С	0.00
56989	02-Mar-2017	THE010	THE SOURCE	Cancelled	59	С	0.00
56990	02-Mar-2017	THE200	THE JUICE	Cancelled	58	С	0.00
56991	02-Mar-2017	VAN002	VANCOUGHNETT, DANIEL J.	Cancelled	59	С	0.00
56992	02-Mar-2017	VAN030	VANDERNIET, CEES	Cancelled	58	С	0.00
56993	02-Mar-2017	VIS050	VISTA RADIO LTD.	Cancelled	59	С	0.00
56994	02-Mar-2017	WAL080	WAL MART CANADA CORP	Cancelled	58	С	0.00
56995	02-Mar-2017	WES100	WESCO	Cancelled	59	С	0.00
56996	02-Mar-2017	WHI090	WHITLOCK INSURANCE SERVICES	Cancelled	58	С	0.00
56997	02-Mar-2017	WSA010	WSA ENGINEERING LTD.	Cancelled	59	С	0.00
56998	02-Mar-2017	YAK001	YAKY JACQUIE'S CAFE	Cancelled	58	С	0.00
56999	02-Mar-2017	YOU080	YOUR DOLLAR STORE WITH MORE 180	Cancelled	59	С	0.00
57000	02-Mar-2017	MAR006	MARINO WHOLESALE LTD.	Issued	60	С	1,116.43
57001	02-Mar-2017	MID070	MIDWAY PUBLIC LIBRARY	Issued	60	С	4,000.00
57002	02-Mar-2017	MIN040	MINISTER OF FINANCE	Issued	60	С	68.67
57003	02-Mar-2017	OVE010	OVERWAITEA FOODS	Issued	60	С	15.20
57004	02-Mar-2017	PAS060	THE PASTRY SHOP	Issued	60	С	240.85
57005	02-Mar-2017	PET004	PETIT, PHILIP	Issued	60	С	1,740.00
57006	02-Mar-2017	PLU010	PLUMBING OFFICIALS' ASSOC. OF BC	Issued	60	С	400.00
57007	02-Mar-2017	REH002	REHRIG PACIFIC COMPANY	Issued	60	С	25.00
57008	02-Mar-2017	ROG001	ROGERS	Issued	60	С	162.23
57009	02-Mar-2017	RUS025	RUSTIC CRUST	Issued	60	С	251.48
57010	02-Mar-2017	SEC030	SECURE BY DESIGN	Issued	60	С	44.80
57011	02-Mar-2017	SEL010	SELECT OFFICE PRODUCTS	Issued	60	С	414.18
57012	02-Mar-2017	SEL050	SELKIRK COLLEGE (GRAND FORKS)	Issued	60	С	420.00
57013	02-Mar-2017	SHA030	SHAW CABLE	Issued	60	С	115.17
57014	02-Mar-2017	SOC020	SOCIETA M.S. CRISTOFORO COLOMBO LOGO	Issued	60	С	7,000.00
57015	02-Mar-2017	SOL001	THE SOLID WASTE ASSOC. OF NORTH AMER		60	С	281.96
57016	02-Mar-2017	SOU110	SOUTHERN INTERIOR WASTE MANAGERS AS		60	С	200.00

 Supplier :
 084010 To ZUM001

 Cheque Dt. :
 01-Mar-2017 To 31-Mar-2017

 Bank :
 1 - CIBC Bank - General



AP5090

Page:3

Date: Mar 31, 2017

Time: 8:24 am

ITEM ATTACHMENT # b)

Seq: Cheque No.

Status: All

Bank :	nk : 1 - CIBC Bank - General								
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount		
Bank : 1	CIBC Bank - 0	General							
57017	02-Mar-2017	STE007	STEWART'S COLLISION CENTRE	Issued	60	С	842.2		
57018	02-Mar-2017	TAY080	TAYLOR, CODY	Issued	60	С	200.0		
57019	02-Mar-2017	TEC070	TECHNIKAL WELDING	Issued	60	С	30,623.6		
57020	02-Mar-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	60	С	13,272.5		
57021	02-Mar-2017	TEL002	TELUS MOBILITY	Issued	60	С	3,523.9		
57022	02-Mar-2017	THE010	THE SOURCE	Issued	60	С	1,399.9		
57023	02-Mar-2017	THE200	THE JUICE	Issued	60	С	105.1		
57024	02-Mar-2017	VAN002	VANCOUGHNETT, DANIEL J.	Issued	60	С	158.4		
57025	02-Mar-2017	VAN030	VANDERNIET, CEES	Issued	60	С	20.0		
57026	02-Mar-2017	VIS050	VISTA RADIO LTD.	Issued	60	С	1,142.2		
57027	02-Mar-2017	WAL080	WAL MART CANADA CORP	Issued	60	С	15.6		
57028	02-Mar-2017	WES100	WESCO	Issued	60	С	1,352.1		
57029	02-Mar-2017	WHI090	WHITLOCK INSURANCE SERVICES	Issued	60	С	755.0		
57030	02-Mar-2017	WSA010	WSA ENGINEERING LTD.	Issued	60	С	2,451.7		
57031	02-Mar-2017	YAK001	YAKY JACQUIE'S CAFE	Issued	60	С	378.0		
57032	02-Mar-2017	YOU080	YOUR DOLLAR STORE WITH MORE 180	Issued	60	С	10.5		
57040	09-Mar-2017	AJB010	A&J BODYSHOP (1983) LTD.	Issued	70	С	1,429.8		
57041	09-Mar-2017	BLA070	BLACK JACK CROSS COUNTRY SKI CLUB	Issued	70	С	2,239.0		
57042	09-Mar-2017	BOR015	BORSATO, LINDA A.	Issued	70	С	96.7		
57043	09-Mar-2017	CAN046	CANADA SAFETY COUNCIL	Issued	70	С	150.0		
57044	09-Mar-2017	CEC010	CECCHINI, PATRICIA	Issued	70	С	1,541.4		
57045	09-Mar-2017	CHE050	CHERRY HILL COFFEE INC.	Issued	70	С	129.5		
57046	09-Mar-2017	CIB010	CIBC VISA	Issued	70	С	20,668.1		
57047	09-Mar-2017	CIE020	CI EXCAVATING	Issued	70	С	773.8		
57048	09-Mar-2017	COL017	COLBACHINI, CHERYL ANN	Issued	70	С	119.5		
57049	09-Mar-2017	EDW030	EDWARDS, WILLIAM	Issued	70	С	129.8		
57050	09-Mar-2017	FLE015	FLEETCOR CANADA MASTERCARD	Issued	70	С	3,712.5		
57051	09-Mar-2017	FLE015	FLEETCOR CANADA MASTERCARD	Issued	70	С	728.0		
57052	09-Mar-2017	FOR010	FORTISBC - ELECTRICITY	Issued	70	С	30,029.4		
57053	09-Mar-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	70	С	9,077.6		
57054	09-Mar-2017	FORGRA	FORTIS BC - FINANCIAL ACCOUNTING	Issued	70	С	210.0		
57055	09-Mar-2017	GAI010	GAIA PRINCIPLES IPM SERVICES	Issued	70	С	52.5		
57056	09-Mar-2017	GES010	GESCAN - Division of Sonepar	Issued	70	С	17.2		
57057	09-Mar-2017	GLE040	GLENMERRY GLASS LTD.	Issued	70	С	33.6		
57058	09-Mar-2017	GOL060	GOLDER ASSOCIATES LTD.	Issued	70	С	249.1		
57059	09-Mar-2017	HOR090	HORNEY, DERRICK	Issued	70	C	78.4		
57060	09-Mar-2017	HUR015	HURLEY, AARON	Issued	70	C	31.8		
57061	09-Mar-2017	JES001	JESSE JAMES BOBCAT & LANDSCAPING	Issued	70	C	404.2		
57062	09-Mar-2017	JOH022	JOHNSON, FAY	Issued	70	С	70.0		

Supplier : 084010 To ZUM001 Cheque Dt.: 01-Mar-2017 To 31-Mar-2017 : 1 - CIBC Bank - General



AP5090

Page:4

Date: Mar 31, 2017 Time: 8:24 am

ITEM ATTACHMENT # b)

Seq: Cheque No.

Status: All

ank : 1 - CIBC Bank - General				wedam. W-Manual C-Computer E-E11-17				
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amoun	
ank: 1	CIBC Bank - C	General						
57063	09-Mar-2017	LAW030	LAWRASON, AMOS	Issued	70	С	200.0	
57064	09-Mar-2017	LEX010	LEXISNEXIS CANADA INC.	Issued	70	С	266.6	
57065	09-Mar-2017	MAR001	MARTIN, MICHAEL, T.	Issued	70	С	431.3	
57066	09-Mar-2017	MAR006	MARINO WHOLESALE LTD.	Issued	70	С	249.6	
57067	09-Mar-2017	MCG010	MCGREGOR ROBERT "IN TRUST"	Issued	70	С	91.4	
57068	09-Mar-2017	MIN030	MINISTER OF FINANCE	Issued	70	С	11,025.0	
57069	09-Mar-2017	MIN040	MINISTER OF FINANCE	Issued	70	С	330.5	
57070	09-Mar-2017	MIN060	MINISTER OF FINANCE & CORP RELATIONS	Cancelled	73	С	0.0	
57071	09-Mar-2017	MIN170	MINISTER OF FINANCE	Issued	70	С	1,800.0	
57072	09-Mar-2017	MUI030	MUIR, GLENN	Issued	70	С	31.8	
57073	09-Mar-2017	NOF010	NO FRILLS	Issued	70	С	350.1	
57074	09-Mar-2017	OKA080	OKANAGAN VALLEY NEWSPAPER GROUP	Issued	70	С	799.3	
57075	09-Mar-2017	PES010	PESUT, BRYON	Issued	70	С	1,934.5	
57076	09-Mar-2017	PET010	PETRO CANADA	Issued	70	С	3,770.6	
57077	09-Mar-2017	RAC010	RACE TRAC FUELS	Issued	70	С	626.4	
57078	09-Mar-2017	REC010	RECEIVER GENERAL FOR CANADA	Issued	70	С	90,527.4	
57079	09-Mar-2017	REC510	RECEIVER GENERAL FOR CANADA	Issued	70	С	13,235.0	
57080	09-Mar-2017	ROS010	THE CITY OF ROSSLAND	Issued	70	С	285.8	
57081	09-Mar-2017	ROT030	ROTVOLD, MARGUERITE	Issued	70	С	171.9	
57082	09-Mar-2017	SEL010	SELECT OFFICE PRODUCTS	Issued	70	С	278.9	
57083	09-Mar-2017	SEV020	SEVEN SUMMITS COFFEE COMPANY	Issued	70	С	240.0	
57084	09-Mar-2017	SEV030	SEVERIN, STEPHANIE	Issued	70	С	250.0	
57085	09-Mar-2017	SHA030	SHAW CABLE	Issued	70	С	208.7	
57086	09-Mar-2017	SPR030	SPRING FUEL DISTRIBUTORS INC.	Issued	70	С	267.0	
57087	09-Mar-2017	SUR020	SURINAK, SANDRA - "IN TRUST"	Issued	70	С	153.0	
57088	09-Mar-2017	VAL110	EMILY, VALIANT	Issued	70	С	70.0	
57089	09-Mar-2017	VER080	VERSA-TASK SERVICES	Issued	70	С	210.0	
57090	09-Mar-2017	VOL010	VOLUNTEER FIREFIGHTER'S ASSOC	Issued	70	С	140.0	
57091	09-Mar-2017	WAL080	WAL MART CANADA CORP	Issued	70	С	129.6	
57092	09-Mar-2017	WIT010	WITT, PETER	Issued	70	С	128.9	
57093	16-Mar-2017	ABC060	ABC - ASSOCIATION OF 9-1-1 SERVICE PROV	Issued	81	С	250.0	
57094	16-Mar-2017	AKB020	ASSOCIATION OF KOOTENAY AND BOUNDAR		81	С	3,696.	
57095	16-Mar-2017	BEA055	BEAVER VALLEY DYNAMIC AGING SOCIETY	Issued	81	C	1,635.1	
57096	16-Mar-2017	BEL110	BELL MOBILITY INC.	Issued	81	C	179.7	
57097	16-Mar-2017	BEN025	BENT, CAROLYN	Issued	81	С	10.6	
57098	16-Mar-2017	CAN044	CANWEST PROPANE PARTNERSHIP	Issued	81	C	907.2	
57099	16-Mar-2017	CAS018	CASCADE ENVIRONMENTAL RESOURCE GRO		81	C	975.	
57100	16-Mar-2017	CHE050	CHERRY HILL COFFEE INC.	Issued	81	C	98.	
57101	16-Mar-2017	CHI080	CHINA CREEK INTERNET SERVICE	Issued	81	C	469.7	

Supplier : 084010 To ZUM001 Cheque Dt.: 01-Mar-2017 To 31-Mar-2017
Bank: 1 - CIBC Bank - General

Regional District of **Kootenay Boundary**

AP5090

Mar 31, 2017

Date :

Time: 8:24 am

ITEM ATTACHMENT # b)

Page:5

Seq: Cheque No.

Status: All

ank : 1 - CIBC Bank - General							
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amoun
Bank: 1	CIBC Bank - C	General					
57102	16-Mar-2017	CHR270	CHRISTINA LAKE NEWS	Issued	81	С	341.1
57103	16-Mar-2017	CIE020	CI EXCAVATING	Issued	81	С	2,147.2
57104	16-Mar-2017	CRA070	CITY OF CRANBROOK	Issued	81	С	974.0
57105	16-Mar-2017	CRE030	CREATIVE CUSTOM EMBROIDERY	Issued	81	С	208.2
57106	16-Mar-2017	DEB001	DEBIASIO, GRACE	Issued	81	С	74.2
57107	16-Mar-2017	DEL070	DELL CANADA INC	Issued	81	С	109.1
57108	16-Mar-2017	DER040	DEREK'S AUTO REPAIR	Issued	81	С	2,567.8
57109	16-Mar-2017	DOE020	DOELL PHOTO	Issued	81	С	1,638.0
57110	16-Mar-2017	DUE020	DUECK, TIM	Issued	81	С	50.0
57111	16-Mar-2017	ENV050	ENVIROSYSTEMS INC.	Issued	81	С	2,647.9
57112	16-Mar-2017	FED010	FEDERATION OF CANADIAN MUNICIPALITIES	Issued	81	С	5,693.5
57113	16-Mar-2017	FOR010	FORTISBC - ELECTRICITY	Issued	81	С	2,501.5
57114	16-Mar-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	81	С	1,749.6
57115	16-Mar-2017	FORGRA	FORTIS BC - FINANCIAL ACCOUNTING	Issued	81	С	3,360.0
57116	16-Mar-2017	FRU020	FRUITVALE CO-OP	Issued	81	С	191.0
57117	16-Mar-2017	GES010	GESCAN - Division of Sonepar	Issued	81	С	544.8
57118	16-Mar-2017	GOB010	GOBEIL, KENNETH	Issued	81	С	25.0
57119	16-Mar-2017	GRE030	GREYHOUND COURIER EXPRESS	Issued	81	С	525.1
57120	16-Mar-2017	IMP130	IMPACT CANOPIES CANADA	Issued	81	С	828.8
57121	16-Mar-2017	INT080	INTERIOR SIGNS	Issued	81	С	1,260.0
57122	16-Mar-2017	KAR015	KAREN SIEMENS NOTARY CORP	Issued	81	С	94.8
57123	16-Mar-2017	KET080	KETTLE RIVER MECHANICAL	Issued	81	С	23.1
57124	16-Mar-2017	LEM001	LEMIEUX, CURTIS	Issued	81	С	96.7
57125	16-Mar-2017	LIS010	LISTOWEL TROPHIES AND ENGRAVING	Issued	81	С	32.8
57126	16-Mar-2017	LOO020	LOOMIS EXPRESS	Issued	81	C	49.0
57127	16-Mar-2017	MAR006	MARINO WHOLESALE LTD.	Issued	81	C	494.9
57128	16-Mar-2017	MIN040	MINISTER OF FINANCE	Issued	81	C	325.9
57129	16-Mar-2017	MIN160	MINISTER OF FINANCE	Issued	81	C	102.2
57130	16-Mar-2017	MOO100	MOORE, KRISTIN	Issued	81	C	70.0
57131	16-Mar-2017	PAR007	PARKINSON, ARLENE F	Issued	81	C	50.0
57132	16-Mar-2017	PAS060	THE PASTRY SHOP	Issued	81	С	355.2
57133	16-Mar-2017	REC510	RECEIVER GENERAL FOR CANADA	Issued	81	C	188.0
57134	16-Mar-2017	REI003		Issued	81	C	115.0
5713 4 57135	16-Mar-2017	ROD040	REILLY, BRIANNA RODON VENTURES DBA JOGAS 2009	Issued	81	C	132.7
						C	
57136 57137	16-Mar-2017	SAV010	SAVAGE PLUMBING & HEATING	Issued	81 91	С	8,293.3
57137 57139	16-Mar-2017	SEL010	SELECT OFFICE PRODUCTS	Issued	81	C	870.3
57138 57130	16-Mar-2017	SHA030	SHAW CABLE	Issued	81	С	81.0
57139	16-Mar-2017	SPC010	SOCIETY FOR PREVENTION OF CRUELTY TO	เอรินซิน	81	C	7,437.0 161.1

Supplier : 084010 To ZUM001 Cheque Dt.: 01-Mar-2017 To 31-Mar-2017

Regional District of **Kootenay Boundary**

AP5090 Page:6

Time: 8:24 am Date : Mar 31, 2017

Seq: Cheque No. Status: All

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

ITEM ATTACHMENT # b)

Bank :	1 - CIBC Bank -	General	Rootellay Boulldary	Medium :	M=Manual C=Computer E=EFT-P		EFT-PA	
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount	
Bank: 1	CIBC Bank - C	General						
57141	16-Mar-2017	STA100	DR. BLAIR STANLEY INC.	Issued	81	С	134.2	
57142	16-Mar-2017	STE130	STERICYCLE COMMUNICATION SOLUTIONS (Issued	81	С	787.3	
57143	16-Mar-2017	SWA030	SWANA PACIFIC CHAPTER	Issued	81	С	1,732.5	
57144	16-Mar-2017	TDC020	TD CANADA TRUST	Issued	81	С	2,624.2	
57145	16-Mar-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	81	С	2,013.6	
57146	16-Mar-2017	TEL050	TELUS COMMUNICATIONS CO. C/O TELUS SE	Issued	81	С	604.4	
57147	16-Mar-2017	THE010	THE SOURCE	Issued	81	С	549.3	
57148	16-Mar-2017	UPL030	UPLAND AGRICULTURAL CONSULTING LTD.	Issued	81	С	1,785.0	
57149	16-Mar-2017	VAN002	VANCOUGHNETT, DANIEL J.	Issued	81	С	34.0	
57150	16-Mar-2017	VER080	VERSA-TASK SERVICES	Issued	81	С	240.0	
57151	16-Mar-2017	WAL080	WAL MART CANADA CORP	Issued	81	С	386.7	
57152	16-Mar-2017	WEI020	WEIBERG, MICHELE	Issued	81	С	196.7	
57153	16-Mar-2017	WOR010	WORKER'S COMPENSATION BOARD OF BC	Issued	81	С	274.0	
57154	16-Mar-2017	WOR090	WORSNOP, CATHERINE	Issued	81	С	115.8	
57155	16-Mar-2017	XER010	XEROX CANADA LTD.	Issued	81	С	22.3	
57156	16-Mar-2017	YOU080	YOUR DOLLAR STORE WITH MORE 180	Issued	81	С	10.5	
57165	24-Mar-2017	BEA220	BEAVER VALLEY SKATING CLUB	Issued	84	С	114.0	
57166	24-Mar-2017	BRI001	BRINK'S CANADA LIMITED	Issued	84	С	353.0	
57167	24-Mar-2017	CAF010	CAFE MICHAEL LTD.	Issued	84	С	599.0	
57168	24-Mar-2017	CAF015	CAFFE AMERICANO	Issued	84	С	252.0	
57169	24-Mar-2017	CAN130	CANADIAN UNION OF PUBLIC EMPLOYEES - I	Issued	84	С	4,376.2	
57170	24-Mar-2017	CHA016	CHARTERED PROFESSIONAL ACCOUNTANTS	Issued	84	С	1,953.0	
57171	24-Mar-2017	COL017	COLBACHINI, CHERYL ANN	Issued	84	С	119.5	
57172	24-Mar-2017	COM070	COMMUNITY FUTURES DEVELOPMENT CORF	Issued	84	С	15,000.0	
57173	24-Mar-2017	CTQ010	CTQ CONSULTANTS LTD.	Issued	84	С	4,985.3	
57174	24-Mar-2017	DEA015	DEANE, SUSAN	Issued	84	С	62.8	
57175	24-Mar-2017	DEL080	DE LAGE LANDEN FINANCIAL SERVICES CAN	Issued	84	С	682.8	
57176	24-Mar-2017	GEN020	GENELLE RECREATION COMMISSION	Issued	84	С	10,125.0	
57177	24-Mar-2017	GOB010	GOBEIL, KENNETH	Issued	84	С	35.0	
57178	24-Mar-2017	HAM025	HAMAZAKI, LOUISE	Issued	84	С	183.7	
57179	24-Mar-2017	HOR080	HORNE, KOLBY	Issued	84	С	340.0	
57180	24-Mar-2017	JAY015	JAY WIENS FLOORS	Issued	84	С	2,625.0	
57181	24-Mar-2017	MAR024	MARCEL EQUIPMENT LTD.	Issued	84	С	298,400.0	
57182	24-Mar-2017	MIN160	MINISTER OF FINANCE	Issued	84	C	118.4	
57183	24-Mar-2017	MIX020	MIX, DAVID	Issued	84	С	157.4	
57184	24-Mar-2017	REC010	RECEIVER GENERAL FOR CANADA	Issued	84	С	87,453.3	
57185	24-Mar-2017	REG010	REGIONAL DISTRICT OF CENTRAL KOOTENA		84	C	5,000.0	
57186	24-Mar-2017	ROG001	ROGERS	Issued	84	С	146.2	
57187	24-Mar-2017	SEL010	SELECT OFFICE PRODUCTS	Issued	84	С	70.5	

 Supplier:
 084010 To ZUM001

 Cheque Dt.
 01-Mar-2017 To 31-Mar-2017

 Bank
 : 1 - CIBC Bank - General

Kootenay Boundary

Regional District of AP5090 Page :7

Date: Mar 31, 2017 **Time:** 8:24 am

ITEM ATTACHMENT # b)

Seq: Cheque No. Status: All

sank :	1 - CIDO Darik -	- CIBC Bank - General				Medium: Melwanda Geographica E-E11-17				
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount			
ank: 1	CIBC Bank - C	General								
57188	24-Mar-2017	SHA030	SHAW CABLE	Issued	84	С	604.4			
57189	24-Mar-2017	STA025	STAJDUHAR, JESSICA	Issued	84	С	21.1			
57190	24-Mar-2017	STE015	STEVENS, GEORGE	Issued	84	С	36.9			
57191	24-Mar-2017	TEL001	TELUS COMMUNICATIONS (B.C.) INC.	Issued	84	С	382.9			
57192	30-Mar-2017	ACE010	A.C.E. COURIER SERVICES	Issued	91	С	177.8			
57193	30-Mar-2017	ACT015	ACTON, DAMON	Issued	91	С	45.6			
57194	30-Mar-2017	BIK001	BIKE TO WORK WEEK KOOTENAYS	Issued	91	С	2,000.0			
57195	30-Mar-2017	BOU560	BOUNDARY YOUTH SOCCER ASSOCIATION	Issued	91	С	2,000.0			
57196	30-Mar-2017	BOU610	BOUNDARY MARTIAL ARTS CLUB	Issued	91	С	1,000.0			
57197	30-Mar-2017	BRI050	BRIDESVILLE COMMUNITY CLUB	Issued	91	С	2,405.0			
57198	30-Mar-2017	CAS055	CASCADIA INSTRUMENTATION INC.	Issued	91	С	316.9			
57199	30-Mar-2017	CHA015	CHAMPION LAKES ESTATES LTD.	Issued	91	С	24.7			
57200	30-Mar-2017	CHA080	CHAMPION LAKES GOLF AND COUNTRY CLU	Issued	91	С	1,362.0			
57201	30-Mar-2017	FOR010	FORTISBC - ELECTRICITY	Issued	91	С	3,267.9			
57202	30-Mar-2017	FOR040	FORTIS BC - NATURAL GAS	Issued	91	С	5,294.4			
57203	30-Mar-2017	FRU090	FRUITVALE FIRE FIGHTERS SOCIETY	Issued	91	С	150.0			
57204	30-Mar-2017	GES010	GESCAN - Division of Sonepar	Issued	91	С	156.9			
57205	30-Mar-2017	GIR050	GIRL GUIDES OF CANADA - Beaver Valley Troc	Issued	91	С	2,000.0			
57206	30-Mar-2017	GRA055	GRAND FORKS RENOVATION CENTRE	Issued	91	С	133.9			
57207	30-Mar-2017	GRA120	GRAND FORKS & DISTRICT HOUSING SOCIET	Issued	91	С	460.0			
57208	30-Mar-2017	HOM010	HOME DEPOT CREDIT SERVICES	Issued	91	С	33.7			
57209	30-Mar-2017	HOR070	HORNE, KEVIN	Issued	91	С	25.0			
57210	30-Mar-2017	JLC002	JL CROWE SECONDARY SCHOOL	Issued	91	С	1,500.0			
57211	30-Mar-2017	JOS040	JOSH THE GARAGE DOOR GUY	Issued	91	С	457.8			
57212	30-Mar-2017	KOO029	KOOTENAY BOUNDARY REG. HOSPITAL HEA		91	С	2,491.9			
57213	30-Mar-2017	MAK015	MAKAROFF, MERVIN	Issued	91	С	12.7			
57214	30-Mar-2017	MAR006	MARINO WHOLESALE LTD.	Issued	91	С	419.0			
57215	30-Mar-2017	MAR020	MARTIN, TERRY K.	Issued	91	C	390.0			
57216	30-Mar-2017	MIN040	MINISTER OF FINANCE	Issued	91	С	149.1			
57217	30-Mar-2017	NUY010	NUYTEN, NICOLE, A.R.	Issued	91	С	114.0			
57218	30-Mar-2017	PEA010	PEAK SNOW REMOVAL AND LANDSCAPING	Issued	91	С	787.5			
57219	30-Mar-2017	PRE020	PRESTIGE MOUNTAIN RESORT	Issued	91	C	157.7			
57220	30-Mar-2017	QUA002	QUANTUS ELECTRIC LTD.	Issued	91	C	781.2			
57221	30-Mar-2017	REC110	RECREATION FACILITIES ASSOC. OF B.C.	Issued	91	C	577.5			
57221	30-Mar-2017	ROS050	ROSSLAND SOCIETY OF ENVIRONMENTAL A		91	C	550.0			
57223	30-Mar-2017	SEC030	SECURE BY DESIGN	Issued	91	C	44.8			
57223 57224	30-Mar-2017	SHA030	SHAW CABLE	Issued	91	C	58.6			
57224	30-Mar-2017	SHU040	SHUSTER, CHRISTOPHER	Issued	91	C	25.0			
57226	30-Mar-2017	SIO010	SIOGA, JOSE MANUEL	Issued	91	C	47.0			

Supplier: 084010 To ZUM001 **Cheque Dt.**: 01-Mar-2017 To 31-Mar-2017

Kootenay Boundary

Regional District of AP5090 Page :8

Date: Mar 31, 2017 **Time:** 8:24 am

Seq: Cheque No. Status: All

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

ITEM ATTACHMENT # b)

ank :	1 - CIBC Bank -	k - General Medium : M=Manua		M=Manual C=	Manual C=Computer E=EFT-PA			
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount	
ank: 1	CIBC Bank - C	General						
57227	30-Mar-2017	SPR040	SPRADO, TOMAS, B	Issued	91	С	245.4	
57228	30-Mar-2017	TEL002	TELUS MOBILITY	Issued	91	С	3,083.7	
57229	30-Mar-2017	THE010	THE SOURCE	Issued	91	С	622.7	
57230	30-Mar-2017	TRA038	TRAILS TO THE BOUNDARY SOCIETY	Issued	91	С	10,656.8	
57231	30-Mar-2017	ULI010	ULINE CANADA CORPORATION	Issued	91	С	1,673.1	
57232	30-Mar-2017	WAL080	WAL MART CANADA CORP	Issued	91	С	26.1	
57233	30-Mar-2017	WES100	WESCO	Issued	91	С	175.5	
57234	30-Mar-2017	WIT010	WITT, PETER	Issued	91	С	72.4	
57235	30-Mar-2017	WSA010	WSA ENGINEERING LTD.	Issued	91	С	1,102.5	
57236	30-Mar-2017	YOU080	YOUR DOLLAR STORE WITH MORE 180	Issued	91	С	8.0	
00071-0001	02-Mar-2017	ACE010	A.C.E. COURIER SERVICES	Issued	57	T	26.5	
00071-0002	02-Mar-2017	ACK020	ACKLANDS-GRAINGER INC.	Issued	57	T	68.9	
00071-0003	02-Mar-2017	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	57	T	41,577.0	
00071-0004	02-Mar-2017	AMF010	AM FORD	Issued	57	T	457.1	
00071-0005	02-Mar-2017	BAL020	BALDY BOBCAT SERVICES	Issued	57	T	393.7	
00071-0006	02-Mar-2017	BEZ001	BEZAIRE, KELVIN	Issued	57	T	200.0	
00071-0007	02-Mar-2017	BIG060	BIG WHITE SKI RESORT LTD.	Issued	57	T	630.0	
00071-0008	02-Mar-2017	BOU530	BOUNDARY LOCKSMITHS	Issued	57	T	44.8	
00071-0009	02-Mar-2017	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Issued	57	Т	149.0	
00071-0010	02-Mar-2017	BVC001	BV COMMUNICATIONS LTD.	Issued	57	T	573.4	
00071-0011	02-Mar-2017	CAN560	CANADIAN LINEN AND UNIFORM SERVICE	Issued	57	Т	183.3	
00071-0012	02-Mar-2017	CAN110	CANADIAN RED CROSS SOCIETY	Issued	57	T	331.8	
00071-0013	02-Mar-2017	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	57	Т	74.2	
00071-0014	02-Mar-2017	CAR012	CARO ANALYTICAL SERVICES	Issued	57	Т	2,242.1	
00071-0015	02-Mar-2017	CAS016	CASCADES RECOVERY INC.	Issued	57	Т	1,010.6	
00071-0016	02-Mar-2017	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION	Issued	57	Т	1,500.0	
00071-0017	02-Mar-2017	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	57	Т	63.6	
00071-0018	02-Mar-2017	KEL030	CITY OF KELOWNA	Issued	57	Т	8,344.7	
00071-0019	02-Mar-2017	COO050	COOKSON MOTORS LTD.	Issued	57	Т	661.1	
00071-0020	02-Mar-2017	COR130	CORMACK, CHRISTOPHER	Issued	57	T	27.9	
00071-0021	02-Mar-2017	DYN010	DYNAMIC ONLINE MARKETING CORP.	Issued	57	Т	850.5	
00071-0022	02-Mar-2017	ENO010	ENORMOUS PRODUCTIONS	Issued	57	Т	3,571.5	
00071-0023	02-Mar-2017	ESR010	ESRI CANADA LTD.	Issued	57	Т	26,555.2	
	02-Mar-2017	GIL030	GILLMOR, NANCY	Issued	57	Т	57.3	
	02-Mar-2017	GRA050	GRAND FORKS HOME HARDWARE	Issued	57	Т	216.7	
	02-Mar-2017	HAL010	HALL PRINTING	Issued	57	T	2,513.4	
	02-Mar-2017	HUB020	HUB FIRE ENGINES & EQUIPMENT LTD.	Issued	57	T	427.9	
	02-Mar-2017	IRI010	IRIDIA MEDICAL INC.	Issued	57	T	76.6	
	02-Mar-2017	KIM020	KIMCO CONTROLS LTD.	Issued	57	T	1,441.1	

Supplier: 084010 To ZUM001 **Cheque Dt.**: 01-Mar-2017 To 31-Mar-2017

Bank : 1 - CIBC Bank - General

Page 270 of 788



AP5090

Page:9

Date: Mar 31, 2017 **Time:** 8:24 am

Seq: Cheque No. Status: All

				Mediani . M-Mandai C-Computer E-Ei 1-1 A				
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amoun	
nk : 1	CIBC Bank - C							
	02-Mar-2017	KOO200	KOOTENAY COFFEE COMPANY	Issued	57	Т	516.0	
	02-Mar-2017	KOO210	KOOTENAY VALLEY WATER CO.	Issued	57	Т	23.	
00071-0032	02-Mar-2017	LIF010	LIFESAVING SOCIETY	Issued	57	Т	320.	
00071-0033	02-Mar-2017	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	57	T	152.	
00071-0034	02-Mar-2017	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Issued	57	T	421.	
00071-0035	02-Mar-2017	MMM001	MMM GROUP LIMITED	Issued	57	T	1,092.	
00071-0036	02-Mar-2017	PAR050	PARSLOW LOCK & SAFE	Issued	57	T	718.	
00071-0037	02-Mar-2017	PRA040	PRAXAIR DISTRIBUTION	Issued	57	T	170.	
00071-0038	02-Mar-2017	REC080	RECYCLING COUNCIL OF B.C.	Issued	57	T	175.	
00071-0039	02-Mar-2017	ROC100	ROCK CREEK & BOUNDARY FAIR ASSOC.	Issued	57	T	288.	
00071-0040	02-Mar-2017	SUP170	SUPER SAVE DISPOSAL INC.	Issued	57	Т	13,116.	
00071-0041	02-Mar-2017	TOO010	TOOL TIME SUPPLIES LTD.	Issued	57	Т	29.	
00071-0042	02-Mar-2017	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	57	T	130.	
00071-0043	02-Mar-2017	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	57	Т	42	
00071-0044	02-Mar-2017	TRO040	TROPHY DEN & GIFT SHOP	Issued	57	T	15.	
00071-0045	02-Mar-2017	TWI020	TWIN RIVERS CONTROLS	Issued	57	T	632	
00071-0046	02-Mar-2017	VAL130	VALLEN	Issued	57	T	470	
00071-0047	02-Mar-2017	VER090	VERHELST, SHELLEY	Issued	57	T	1,800	
00072-0001	09-Mar-2017	ACE010	A.C.E. COURIER SERVICES	Issued	69	Т	83	
00072-0002	09-Mar-2017	ABE030	ABELL PEST CONTROL	Issued	69	T	1,083	
00072-0003	09-Mar-2017	AFD001	AFD PETROLEUM LTD.	Issued	69	T	2,045	
00072-0004	09-Mar-2017	AIR001	AIR LIQUIDE CANADA INC.	Issued	69	T	75	
00072-0005	09-Mar-2017	AMF010	AM FORD	Issued	69	Т	635	
00072-0006	09-Mar-2017	ANN030	ANNUVA SOLUTIONS	Issued	69	Т	324	
00072-0007	09-Mar-2017	BEN015	BENEFITS BY DESIGN	Issued	69	Т	2,300	
	09-Mar-2017	BIG060	BIG WHITE SKI RESORT LTD.	Issued	69	Т	1,122	
00072-0009	09-Mar-2017	BIG025	BIG WHITE UTILITIES	Issued	69	Т	9,820	
	09-Mar-2017	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Issued	69	Т	3.	
	09-Mar-2017	BVC001	BV COMMUNICATIONS LTD.	Issued	69	Т	815	
	09-Mar-2017	CAN170	CANADA POST CORP	Issued	69	Т	481	
	09-Mar-2017	CAN110	CANADIAN RED CROSS SOCIETY	Issued	69	Т	263	
	09-Mar-2017	CAN035	CANADIAN SPRINGS	Issued	69	T	23	
	09-Mar-2017	CAN150	CANADIAN TIRE ASSOCIATE STORE #665	Issued	69	T	16	
	09-Mar-2017	CHR010	CHRISTINA LAKE COMMUNITY ASSOCIATION		69	T	350	
	09-Mar-2017	CLA130	CLARITY DEVELOPMENT CONSULTING INC.	Issued	69	T	262	
	09-Mar-2017	COL010	COLANDER RESTAURANTS (1999) LTD.	Issued	69	T	779	
	09-Mar-2017	COLUIO COM020	COMMISSIONAIRES BRITISH COLUMBIA	Issued	69	T	9,266	
	09-Mar-2017	DAL070	DALEY, CHRISTOPHER	Issued	69	T	9,200	
	09-Mar-2017	DALO70 DAN090	DALLI, OHNOTOFILA	เออนฮน	09	T	293	

 Supplier:
 084010 To ZUM001

 Cheque Dt.:
 01-Mar-2017 To 31-Mar-2017

Page 271 of 788

: 1 - CIBC Bank - General



AP5090

Page : 10

Date: Mar 31, 2017 **Time**: 8:24 am

Seq: Cheque No. **Status:** All

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
nk : 1	CIBC Bank - C	Seneral					
00072-0022	09-Mar-2017	HEL010	EDMISON, HELENA	Issued	69	Ţ	262.0
00072-0023	09-Mar-2017	FED020	FEDERATED CO-OPERATIVES LTD.	Issued	69	T	979.0
00072-0024	09-Mar-2017	FIR020	FIRST REGISTRY SERVICES LTD.	Issued	69	T	45.9
00072-0025	09-Mar-2017	GEE020	GEE, VICKI LYNN	Issued	69	T	1,873.9
00072-0026	09-Mar-2017	GRA023	GRAND FORKS CONCRETE AND GRAVEL LTD	Issued	69	T	1,701.0
00072-0027	09-Mar-2017	GRA050	GRAND FORKS HOME HARDWARE	Issued	69	T	220.9
00072-0028	09-Mar-2017	GRI010	GRIEVE, ALI K.	Issued	69	Т	1,537.2
00072-0029	09-Mar-2017	INL070	INLAND ALLCARE	Issued	69	Т	1,013.8
00072-0030	09-Mar-2017	INT008	INTER-MTN. TESTING LTD.	Issued	69	Т	882.0
00072-0031	09-Mar-2017	KET170	KETTLE VALLEY WASTE LTD.	Issued	69	Т	41,499.2
00072-0032	09-Mar-2017	LAK050	LAKETIME SERVICES	Issued	69	T	792.8
00072-0033	09-Mar-2017	LOR010	LORDCO PARTS LTD.	Issued	69	T	880.8
00072-0034	09-Mar-2017	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Issued	69	T	315.9
00072-0035	09-Mar-2017	MCG002	MCGREGOR, GRACE	Issued	69	T	1,068.5
00072-0036	09-Mar-2017	MCL060	MCLELLAN, LLOYD	Issued	69	T	50.0
00072-0037	09-Mar-2017	PAC020	PACIFIC BLUE CROSS	Issued	69	Т	32,123.7
00072-0038	09-Mar-2017	PRA040	PRAXAIR DISTRIBUTION	Issued	69	Т	126.5
00072-0039	09-Mar-2017	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	69	Т	8,789.9
00072-0040	09-Mar-2017	RJA010	RJAMES MANAGEMENT GROUP	Issued	69	Т	201.9
00072-0041	09-Mar-2017	ROC050	ROCKY MOUNTAIN ENERGY	Issued	69	Т	980.1
00072-0042	09-Mar-2017	ROC030	ROCKY MOUNTAIN PHOENIX	Issued	69	Т	168.0
00072-0043	09-Mar-2017	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	69	Т	53.5
00072-0044	09-Mar-2017	SMI150	SMITH, EDWARD I.	Issued	69	Т	376.6
	09-Mar-2017	STO030	STOKES INTERNATIONAL	Issued	69	Т	228.2
	09-Mar-2017	SUP030	SUPERIOR PROPANE INC.	Issued	69	T	861.6
	09-Mar-2017	FRU010	THE VILLAGE OF FRUITVALE	Issued	69	T	1,285.4
	09-Mar-2017	TOO010	TOOL TIME SUPPLIES LTD.	Issued	69	T	19.2
	09-Mar-2017	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Issued	69	T	20.3
	09-Mar-2017	VAL020	VALKYRIE LAW GROUP LLP	Issued	69	T	5,903.6
	09-Mar-2017	VAL130	VALLEN	Issued	69	T	1,008.7
	09-Mar-2017	VAL050	VALLEY FILTER LTD.	Issued	69	T	19.3
	09-Mar-2017	WOR100	WORLEY, LINDA	Issued	69	т	196.8
	16-Mar-2017	ACK020	ACKLANDS-GRAINGER INC.	Issued	80	T T	359.5
	16-Mar-2017	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	80	T	42,786.5
	16-Mar-2017	ASS040	ASSOCIATED FIRE SAFETY		80	T	609.0
			AT SOURCE RECYCLING SYSTEMS CORP.	Issued Issued	80	T	761.6
	16-Mar-2017	ATS001				T	
	16-Mar-2017	BFS010	B & F SALES LTD	Issued	80	T	35.0
00073-0006	16-Mar-2017 16-Mar-2017	BAL020 BAR150	BALDY BOBCAT SERVICES BARTLETT EXCAVATING	Issued	80	T	426.5 4,068.1

Supplier : 084010 To ZUM001 Cheque Dt.: 01-Mar-2017 To 31-Mar-2017 : 1 - CIBC Bank - General

Kootenay Boundary

Regional District of

AP5090 Page:11

Time: 8:24 am Date : Mar 31, 2017

Seq: Cheque No. Status: All

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

ITEM ATTACHMENT # b)

00073-0008 00073-0010 00073-0011 00073-0015 00073-0016 00073-0018 00073-0018 00073-0018 00073-0018 00073-0018 00073-0019 00073-0020 00073-0020	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	BEA130 BEA130 BLA050 BOU010 BRA030 BVC001 CAN560 CAN150 CAR012 CHR440	BC TRANSIT BEAVER VALLEY LIBRARY BLACK PRESS GROUP LTD. BOUNDARY ELECTRIC(1985) LTD. BRANDT TRACTOR BV COMMUNICATIONS LTD. CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665 CARO ANALYTICAL SERVICES	Issued Issued Issued Issued Issued Issued Issued Issued	80 80 80 80 80 80	T T T T T	139,188.00 15,394.00 51.59 130.20 2,223.20
00073-0009 00073-0010 00073-0011 00073-0012 00073-0013 00073-0014 00073-0016 00073-0016 00073-0017 00073-0018 00073-0019 00073-0019	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	BEA130 BLA050 BOU010 BRA030 BVC001 CAN560 CAN150 CAR012	BEAVER VALLEY LIBRARY BLACK PRESS GROUP LTD. BOUNDARY ELECTRIC(1985) LTD. BRANDT TRACTOR BV COMMUNICATIONS LTD. CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665	Issued Issued Issued Issued Issued	80 80 80 80	T T T T	15,394.00 51.59 130.20 2,223.20
00073-0010 00073-0011 00073-0012 00073-0013 00073-0014 00073-0015 00073-0016 00073-0017 00073-0018 00073-0019 00073-0019	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	BLA050 BOU010 BRA030 BVC001 CAN560 CAN150 CAR012	BLACK PRESS GROUP LTD. BOUNDARY ELECTRIC(1985) LTD. BRANDT TRACTOR BV COMMUNICATIONS LTD. CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665	Issued Issued Issued Issued	80 80 80 80	T T T	51.5 130.2 2,223.2
00073-0011 2 00073-0012 2 00073-0013 3 00073-0015 00073-0016 2 00073-0018 2 00073-0019 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 00073-0020 2 0	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	BOU010 BRA030 BVC001 CAN560 CAN150 CAR012	BOUNDARY ELECTRIC(1985) LTD. BRANDT TRACTOR BV COMMUNICATIONS LTD. CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665	Issued Issued Issued	80 80 80	T T	130.2 2,223.2
00073-0012 00073-0013 00073-0014 00073-0015 00073-0016 00073-0017 00073-0018 00073-0019 00073-0020	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	BRA030 BVC001 CAN560 CAN150 CAR012	BRANDT TRACTOR BV COMMUNICATIONS LTD. CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665	Issued Issued	80 80	T	2,223.2
00073-0013 00073-0014 00073-0015 00073-0016 00073-0017 00073-0018 00073-0019 00073-0020	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	BVC001 CAN560 CAN150 CAR012	BV COMMUNICATIONS LTD. CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665	Issued	80		
00073-0014 00073-0015 00073-0016 00073-0018 00073-0019 00073-0020 00073-0020	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	CAN560 CAN150 CAR012	CANADIAN LINEN AND UNIFORM SERVICE CANADIAN TIRE ASSOCIATE STORE #665			T	E440
00073-0015 00073-0016 00073-0017 00073-0018 00073-0019 00073-0020	16-Mar-2017 16-Mar-2017 16-Mar-2017 16-Mar-2017	CAN150 CAR012	CANADIAN TIRE ASSOCIATE STORE #665	Issued	90		544.0
00073-0016 2 00073-0017 2 00073-0018 2 00073-0019 2 00073-0020 2	16-Mar-2017 16-Mar-2017 16-Mar-2017	CAR012			80	Т	183.3
00073-0017 6 00073-0018 6 00073-0019 6 00073-0020 6	16-Mar-2017 16-Mar-2017		CARO ANALYTICAL SERVICES	Issued	80	T	243.0
00073-0018 00073-0019 00073-0020	16-Mar-2017	CHR440		Issued	80	T	2,009.0
00073-0019 00073-0020			CHRISTINA GATEWAY DEVELOPMENT ASSOC	Issued	80	T	63.0
00073-0020	16-Mar-2017	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	80	Т	127.3
		GRA010	CITY OF GRAND FORKS	Issued	80	Т	38,426.0
00073-0021	16-Mar-2017	KEL030	CITY OF KELOWNA	Issued	80	Т	8,246.5
	16-Mar-2017	COL390	COLUMBIA BASIN BROADBAND CORPORATIO	Issued	80	Т	3,651.2
00073-0022	16-Mar-2017	COL240	COLUMBIA FILTER LTD.	Issued	80	Т	146.1
00073-0023	16-Mar-2017	COL024	COLUMBIA TRUCK CENTERS	Issued	80	Т	157.2
00073-0024	16-Mar-2017	COM003	COMMERCIAL AQUATIC SUPPLIES	Issued	80	Т	105.4
00073-0025		COM230	COMMUNITY ENERGY ASSOCIATION	Issued	80	Т	30,000.0
00073-0026		DEA060	DEAN, DONNA	Issued	80	Т	25.0
00073-0027		DOM030	DOMINION GOVLAW LLP	Issued	80	Т	184.7
00073-0028		EAR020	EARTH MANAGEMENT LTD.	Issued	80	Т	4,032.3
00073-0029		ENO010	ENORMOUS PRODUCTIONS	Issued	80	Т	2,829.7
00073-0030		FIR020	FIRST REGISTRY SERVICES LTD.	Issued	80	Т	113.0
00073-0031		GIL030	GILLMOR, NANCY	Issued	80	T	38.3
00073-0032		GRA050	GRAND FORKS HOME HARDWARE	Issued	80	T	775.4
00073-0033		GRA056	GRANT THORNTON LLP	Issued	80	T	6,667.5
00073-0034		GRE080	GRESLEY-JONES, KEN	Issued	80	т	75.0
00073-0035		GUI001	GUILLEVIN INTERNATIONAL INC.	Issued	80	T	319.7
00073-0036		HAL010	HALL PRINTING	Issued	80	T	288.1
00073-0037		HIP010	HI-PRO SPORTING GOODS LTD.	Issued	80	T	215.9
00073-0038		HIR010	HIRAM, JANICE	Issued	80	Т	217.0
00073-0038		INF030	INFOSAT COMMUNICATIONS	Issued	80	T	632.3
00073-0039		INL070	INLAND ALLCARE	Issued	80	T	6,531.6
00073-0040		INT180	INTERIOR TECHNICAL SERVICES LTD.	Issued	80	T	910.4
						T	
00073-0042		INT017	INTERSTATE BATTERIES	Issued	80	T	106.4 30.0
00073-0043		JJH010	J.J.H. ENTERPRISES	Issued	80	T	
00073-0044		KON001	KONE INC.	Issued	80	T	346.8
00073-0045 1 00073-0046 1		KOO210 LIB010	KOOTENAY VALLEY WATER CO. LIBERTY FOOD STORES	Issued Issued	80 80	I T	311.7 120.1

 Supplier:
 084010 To ZUM001

 Cheque Dt.:
 01-Mar-2017 To 31-Mar-2017

: 1 - CIBC Bank - General

Regional District of Months and M

AP5090 Page:12

Date: Mar 31, 2017 **Time**: 8:24 am

ITEM ATTACHMENT # b)

Seq: Cheque No. **Status:** All

Cham # #							
Cneque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
nk:1	CIBC Bank - G						
	16-Mar-2017	LOR010	LORDCO PARTS LTD.	Issued	80	Т	342.6
00073-0048	16-Mar-2017	MAG040	MAGLIO BUILDING CENTRE (TRAIL) LTD.	Issued	80	Т	111.3
00073-0049	16-Mar-2017	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	80	Т	2,506.4
00073-0050	16-Mar-2017	MIR010	MIRCOM DISTRIBUTION (BC) INC.	Issued	80	Т	54.6
00073-0051	16-Mar-2017	PAL005	PALADIN SECURITY GROUP LTD.	Issued	80	Т	6,942.6
00073-0052	16-Mar-2017	PHA010	PHARMASAVE NO 106	Issued	80	Т	21.2
00073-0053	16-Mar-2017	POL050	POLAR PIN	Issued	80	T	473.5
00073-0054	16-Mar-2017	PRA040	PRAXAIR DISTRIBUTION	Issued	80	T	752.3
00073-0055	16-Mar-2017	RIC010	RICOH CANADA INC.	Issued	80	T	473.8
00073-0056	16-Mar-2017	RIT020	RITEWAY MECHANICAL REPAIR LTD.	Issued	80	T	3,974.0
00073-0057	16-Mar-2017	RJA010	RJAMES MANAGEMENT GROUP	Issued	80	Т	269.0
00073-0058	16-Mar-2017	ROC050	ROCKY MOUNTAIN ENERGY	Issued	80	Т	618.6
00073-0059	16-Mar-2017	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	80	Т	35.7
00073-0060	16-Mar-2017	SOF020	SOFTCHOICE LP	Issued	80	Т	1,044.3
00073-0061	16-Mar-2017	SPE030	SPEEDPRO SIGNS PLUS	Issued	80	T	221.
00073-0062	16-Mar-2017	SUP170	SUPER SAVE DISPOSAL INC.	Issued	80	T	290.
00073-0063	16-Mar-2017	THE140	THE WOODEN SPOON BISTRO LTD.	Issued	80	T	133.
00073-0064	16-Mar-2017	TKI010	TKI CONSTRUCTION LTD.	Issued	80	T	61,845.3
00073-0065	16-Mar-2017	TRA020	TRAIL CLEANERS & LAUNDRY LTD.	Issued	80	T	13.9
00073-0066	16-Mar-2017	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	80	T	155.
00073-0067	16-Mar-2017	TRA240	TRAIL HOME HARDWARE BUILDING CENTRE	Issued	80	T	113.
00073-0068	16-Mar-2017	TRO010	TROWELEX RENTALS AND SALES	Issued	80	T	129.
00073-0069	16-Mar-2017	TRO070	TROY LIFE & FIRE SAFETY LTD.	Issued	80	Т	875.
00073-0070	16-Mar-2017	TWI020	TWIN RIVERS CONTROLS	Issued	80	Т	2,943.9
00073-0071	16-Mar-2017	VAB010	VAB ENTERPRISES	Issued	80	Т	682.
	16-Mar-2017	VAD010	VADIM COMPUTER MANAGEMENT GROUP LT	Issued	80	Т	5,307.2
00073-0073	16-Mar-2017	VAL130	VALLEN	Issued	80	Т	1,724.
00073-0074	16-Mar-2017	VMS020	VMS COMFORT PLUS INC	Issued	80	Т	485.0
	16-Mar-2017	YRW010	Y & R WATER SALES & SERVICE INC.	Issued	80	Т	25.
	24-Mar-2017	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	83	Т	379.0
	24-Mar-2017	BIG010	BIG WHITE FIRE DEPT. SOCIAL CLUB	Issued	83	Т	754.0
	24-Mar-2017	BRI120	BRITISH COLUMBIA SAFETY AUTHORITY	Issued	83	T	614.0
	24-Mar-2017	CAS040	CASINO RECREATION SOCIETY	Issued	83	T	2,262.
	24-Mar-2017	DEN060	DENKOVSKI, GORAN	Issued	83	T	476.
	24-Mar-2017	FIR040	FIREFIGHTERS ASSOCIATION	Issued	83	T	4,166.
	24-Mar-2017	FIR040	FIRST REGISTRY SERVICES LTD.	Issued	83	T	4,100.
	24-Mar-2017	FOR120	FORSTER, MAUREEN, K.	Issued	83	T	70.3
	24-Mar-2017	FOU080	FORSTER, MAUREEN, K. FOUR STAR COMMUNICATIONS INC.	Issued	83	T	199.
	24-Mar-2017	GAU050	GAUDRY, MITCHELL	Issued	83	T	1,000.0

 Supplier:
 084010 To ZUM001

 Cheque Dt.:
 01-Mar-2017 To 31-Mar-2017

Page 274 of 788

1-Mar-2017 To 31-Mar-2017 Kootenay Boundary



AP5090

Date:

Page: 13 Time: 8:24 am

Seq: Cheque No. Status: All

Mar 31, 2017

ank :	1 - CIBC Bank -	General		W=Wanuai C=	anual C=Computer E=EFT-PA		
Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
ank: 1	CIBC Bank - C	Seneral					
00074-0011	24-Mar-2017	GRE080	GRESLEY-JONES, KEN	Issued	83	Т	150.00
00074-0012	24-Mar-2017	HAR010	HARLAN FAIRBANKS	Issued	83	Т	410.2
00074-0013	24-Mar-2017	KON001	KONE INC.	Issued	83	Т	246.47
00074-0014	24-Mar-2017	RIM010	RIMELL, CARLY, D.	Issued	83	T	35.00
00074-0015	24-Mar-2017	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	83	T	1,095.66
00074-0016	24-Mar-2017	VAL050	VALLEY FILTER LTD.	Issued	83	T	220.76
00074-0017	24-Mar-2017	VIT001	VITALAIRE	Issued	83	Т	426.47
00075-0001	30-Mar-2017	AFD001	AFD PETROLEUM LTD.	Issued	90	Т	1,397.30
00075-0002	30-Mar-2017	ALP030	ALPINE DISPOSAL & RECYCLING	Issued	90	Т	184.39
00075-0003	30-Mar-2017	ALP002	ALPINE SIGNS & GRAPHICS	Issued	90	T	100.80
00075-0004	30-Mar-2017	ANN030	ANNUVA SOLUTIONS	Issued	90	T	101.60
00075-0005	30-Mar-2017	BEN015	BENEFITS BY DESIGN	Issued	90	T	2,300.79
00075-0006	30-Mar-2017	BIG130	BIG WHITE ELECTRICAL LTD.	Issued	90	T	903.8
00075-0007	30-Mar-2017	BLA050	BLACK PRESS GROUP LTD.	Issued	90	T	3,074.0
00075-0008	30-Mar-2017	CHR002	CHRISTINA LAKE STEWARDSHIP SOCIETY	Issued	90	T	4,500.0
00075-0009	30-Mar-2017	CIN001	CINTAS THE UNIFORM PEOPLE	Issued	90	Т	127.3
00075-0010	30-Mar-2017	COM003	COMMERCIAL AQUATIC SUPPLIES	Issued	90	T	835.1
00075-0011	30-Mar-2017	FIR020	FIRST REGISTRY SERVICES LTD.	Issued	90	T	110.2
00075-0012	30-Mar-2017	FUN010	FUNK, DARRYL ALLAN	Issued	90	Т	25.0
00075-0013	30-Mar-2017	GRE005	GREENWOOD PUBLIC LIBRARY	Issued	90	Т	500.0
00075-0014	30-Mar-2017	HIP010	HI-PRO SPORTING GOODS LTD.	Issued	90	T	619.9
00075-0015	30-Mar-2017	LIF010	LIFESAVING SOCIETY	Issued	90	Т	270.4
00075-0016	30-Mar-2017	LOR010	LORDCO PARTS LTD.	Issued	90	Т	37.4
00075-0017	30-Mar-2017	MCG002	MCGREGOR, GRACE	Issued	90	Т	1,185.4
00075-0018	30-Mar-2017	MIL160	MILLS OFFICE PRODUCTIVITY	Issued	90	Т	1,216.7
00075-0019	30-Mar-2017	MOU004	MOUNTAIN TRANSPORT INSTITUTE LTD.	Issued	90	Т	1,250.0
00075-0020	30-Mar-2017	OPU010	OPUS INTERNATIONAL CONSULTANTS (CAN/	Issued	90	Т	1,779.7
00075-0021	30-Mar-2017	RIC010	RICOH CANADA INC.	Issued	90	Т	543.8
00075-0022	30-Mar-2017	RIM010	RIMELL, CARLY, D.	Issued	90	Т	35.0
00075-0023	30-Mar-2017	ROC100	ROCK CREEK & BOUNDARY FAIR ASSOC.	Issued	90	Т	1,243.20
00075-0024	30-Mar-2017	ROC030	ROCKY MOUNTAIN PHOENIX	Issued	90	Т	7,417.0
	30-Mar-2017	SCP010	SCP DISTRIBUTORS INC.	Issued	90	Т	110.6
	30-Mar-2017	SEL160	SELKIRK SECURITY SERVICE LTD	Issued	90	T	1,134.3
	30-Mar-2017	SIG030	SIGMA SAFETY CORP.	Issued	90	T	8,395.6
	30-Mar-2017	SPE030	SPEEDPRO SIGNS PLUS	Issued	90	T	128.8
	30-Mar-2017	FRU010	THE VILLAGE OF FRUITVALE	Issued	90	T	110.0
	30-Mar-2017	TOU100	TOUPIN, SHARON	Issued	90	T	15.9
	30-Mar-2017	TRA190	TRAIL & DISTRICT ARTS COUNCIL	Issued	90	T	273.0
	30-Mar-2017	TRA029	TRAIL COFFEE & TEA COMPANY	Issued	90	T	218.0

Supplier : 084010 To ZUM001

Cheque Dt.: 01-Mar-2017 To 31-Mar-2017 Bank: 1 - CIBC Bank - General



AP5090

Page:14

Date: Mar 31, 2017 Time: 8:24 am

Seq: Cheque No.

Status: All

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank: 1	CIBC Bank -	General					
00075-0033	30-Mar-2017	VAL130	VALLEN	Issued	90	T	84.52
00075-0034	30-Mar-2017	WOR100	WORLEY, LINDA	Issued	90	Т	796.17
Total Compu	ıter Paid :	875,810.47	Total EFT PAP :	0.00		Total Paid :	1,587,079.02
Total Manua	ally Paid :	0.00	Total EFT File :	711,268.55			

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



East End Services Committee Minutes Tuesday, March 14, 2017 – 4:30 pm Trail Board Room

Committee members present:

Director A. Grieve, Chair

Director L. Worley

Director J. Danchuk

Director M. Martin

Director L. McLellan

Director A. Parkinson

Alternate Director T. Webber

Staff present:

- J. M. MacLean, Chief Administrative Officer
- M. Forster, Executive Assistant/Recording Secretary
- B. Edwards, Alternate Director Area B
- T. Martin, Regional Fire Chief and Fire Dispatch Manager

Call to Order

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

Acceptance of the Agenda (additions/deletions)

The agenda for the March 14, 2017 East End Services Committee meeting was presented.

Moved: Director McLellan Seconded: Director Worley

That the agenda for the March 14, 2017 East End Services Committee meeting be adopted as presented.

Carried

Minutes

Page 1 of 5 East End Service Committee March 14, 2017 The minutes of the East End Services Committee meeting held on February 15, 2017 were presented.

Moved: Director Martin Seconded: Director Parkinson

That the minutes of the East End Services Committee meeting held on February 15, 2017 be adopted as presented.

Carried

Delegations

There were no delegations present.

Unfinished Business

East End Services Committee Memorandum of Action Items - February 28, 2017

The East End Services Committee Memorandum of Action Items for the period ending February 28, 2017 is presented.

The Committee members reviewed the Memorandum of Action Items. The Committee was informed that staff have not received the report that was requested from BC Transit but it was likely to come in May 2017.

Moved: Alternate Director Webber Seconded: Director McLellan

That the East End Services Committee Memorandum of Action Items for the period ending February 28, 2017 be received as presented.

Carried

B. Burget

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

The Five Year Financial Plan for the East End Economic Development Service was presented for reconsideration due to a prior commitment of the Committee to support a regional agricultural support service.

Page 2 of 5 East End Service Committee March 14, 2017 The Committee members reviewed the East End Economic Development Service Five Year Financial Plan.

Moved: Director Worley Seconded: Director Martin

That the East End Services Committee approve the East End Economic Development Service (017) Five Year Financial Plan as amended to include the \$6,000.00 allocation to support the Regional Agriculture Liaison Project. **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

Discussion

Re: Canada 150 Celebrations

The Committee members discussed plans for the Canada 150 Celebrations and the majority will contribute funds towards the collaboration of Canada 150 celebrations.

Director Martin informed the Committee that City of Trail staff are already working with Kiwanis and are putting together a plan for celebrations to be held in Beaver Park. He suggested that efforts be coordinated with the City of Trail's organizing committee.

It was also suggested that M. Daines, Manager of Facilities and Recreation, be asked to work on the collaboration from a recreational perspective.

Moved: Alternate Director Webber Seconded: Director McLellan

That the East End Services Committee directs RDKB staff to coordinate with the participating municipalities and Electoral members to share efforts and work with Kiwanis towards the collaboration of Canada 150 celebrations.

Carried

Chair Grieve

Re: Victims Assistance Service Rent

A memorandum from Chair Grieve asking the Committee and the City of Trail to reconsider the decision to charge the Victims Assistance Service rent at the Trail RCMP Detachment was presented.

Page 3 of 5 East End Service Committee March 14, 2017 Chair Grieve invited further discussion on the decision made to charge the Victims Assistance Service rent at the Trail RCMP Detachment. Six Committee members concurred to have further discussion. Director Martin informed the Committee members that the City of Trail's position will not change. Director Martin provided statistical and financial information on the City's decision.

Chair Grieve advised the Committee that deeper conversations on issues could be had so that every participant's position would be better understood.

T. Martin

Re: E911 Trail Fire Dispatch Stats-February 2017

A staff report from Terry Martin, Regional Fire Chief and Fire Dispatch Manager, regarding the E911 Trail Fire Dispatch Stats for the month of February 2017 was presented.

Chief Martin updated the Committee members on the current staffing situation being experienced in the KBRFR department in regards to absences from short and long term illnesses. Discussion ensued on exploring a light duty program to assist an employee recovering from an illness to return to work.

Moved: Alternate Director Webber Seconded: Director Danchuk

That the staff report from Terry Martin, Regional Fire Chief and Fire Dispatch Manager regarding the E911 Trail Fire Dispatch 2017 February stats be received as presented.

Carried

Moved: Director Martin Seconded: Director McLellan

That the East End Services Committee direct staff to explore options and any implications on a light duty program to assist employees to return to work.

Carried

J. MacLean

Re: Bus Stop Maintenance

A staff report from John M. MacLean, CAO regarding a letter from the City of Trail asking that the Committee discuss and develop a comprehensive long term plan to address bus stop maintenance in the Lower Columbia was presented.

Page 4 of 5 East End Service Committee March 14, 2017 Discussion ensued on several issues such as what a maintenance reimbursement agreement would look like for member municipalities and how to formalize the agreement, drawing up performance guidelines for inspection schedules of bus stops, signage replacement costs and the responsibility of snow removal.

Moved: Director Worley Seconded: Alternate Director Webber

That the Committee direct staff to prepare the necessary documents and cost estimates to facilitate the reimbursement of the member municipalities for costs associated with bus stop maintenance, as well as the retaining of a contractor to deal with the rural bus stops and bring forward a report for the Committee's consideration.

Carried

Directors Parkinson, Danchuk and Alternate Director Webber opposed.

Late (Emergent) Items

There was 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 5:28 pm.

Page 5 of 5 East End Service Committee March 14, 2017



Electoral Area Services Minutes

Thursday, March 16, 2017 RDKB Board Room, 843 Rossland Ave., Trail, BC

Directors present:

Director Ali Grieve Director Linda Worley Director Grace McGregor Director Vicki Gee

Directors Absent:

Director Roly Russell

Staff Present:

Donna Dean, Manager of Planning and Development Louise Hamazaki, Recording Secretary

CALL TO ORDER

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

ACCEPTANCE OF AGENDA (ADDITIONS/DELETIONS)

March 16, 2017

Moved: Director Grieve Seconded: Director Gee

Director Worley wished to add a Grant-in-Aid application and Director Gee wished to add discussion regarding the potential for a new funding stream.

That the March 16, 2017 Electoral Area Services Agenda be adopted as amended.

Carried.

Electoral Area Services March 16, 2017 Page 1 of 8

Page 1 of 8

MINUTES

February 16, 2017

Moved: Director Grieve Seconded: Director Gee

Director Gee did not request a formal change to the minutes as presented, however, she did want to make mention, that regarding the proposed permissive property taxation exemption policy, she was to follow-up with the Manager of Corporate Administration.

Director Gee also wanted to clarify the proposed Grant-in-Aid application requirements for an organization's Director's signature and physical address, are specific to Electoral Area 'E' / West Boundary.

That the February 16, 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 McGregor Seconded: Director Grieve

Regarding Pest Management, it is believed that this item has been completed. To be discussed with Alan Stanley/General Manager/Director of Environmental Services, if completed, remove from 'Pending Tasks' list

That the Memorandum of Committee Action items be received.

Carried.

Electoral Area Services March 16, 2017 Page 2 of 8

Page 2 of 8

NEW BUSINESS

West K Sand and Gravel
RE: OCP and Zoning Bylaw amendments

Highway 22, Electoral Area B/Lower Columbia-Old Glory

RDKB File: B-7187-08837.000

Moved: Director Grieve Seconded: Director Gee

There was a discussion regarding the potential for farming activities on the parcel, concerns regarding highway access and water availability and the possibility of a storage building being erected on one of the parcels.

That the application submitted by West K Sand and Gravel Ltd., to amend the Electoral Area 'B'/ Lower Columbia-Old Glory Official Community Plan Bylaw No. 1470 to redesignate the property from 'Rural Resource 1' to 'Light Industrial' and to amend the Electoral Area 'B'/ Lower Columbia-Old Glory Zoning Bylaw No. 1540 to rezone the property from 'Rural Resource 1 (RUR 1)' to 'Light Industrial 2 (IN 2)', be deferred until further information is made available regarding access and water service.

Carried.

Heinrich Brussow and Deborah Geiger Rick Llewellyn, Agent

RE: Zoning Bylaw Amendment

11065 Granby Road, Electoral Area D/Rural Grand Forks

RDKB File: D-3009-07018.000

Moved: Director McGregor Seconded: Director Grieve

Tweak wording 'and further' to restrict to 'Family member only'. Ensure that a Restrictive Covenant is on title 'For Family Member only'

Committee members requested that a notation be made on file that the owners have not been in compliance in the past.

Ensure that Director Russell, has a conversation with the owner regarding past non-compliance.

That the application submitted by Ric Llewellyn, as agent for Heinrich Brussow and Deborah Geiger, to amend the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299 to permit a second dwelling on a parcel, in the form of a manufactured home, for a member of the owner's immediate family, be supported AND FURTHER that the staff Electoral Area Services

Electoral Area Serv March 16, 2017 Page 3 of 8

Page 3 of 8

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 amendments AND 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.

Carried.

Big White Ski Resort Brent Harley & Associates, Agent RE: Zoning Bylaw Amendment

Black Forest Area within the Big White Controlled Recreation Area (CRA) Boundary RDKB File: BW-4255-Temp

Moved: Director Gee Seconded: Director McGregor

Director Gee relayed concerns raised by Big White APC regarding potential campers being on a remote parking area if that portion of the new zone requested by the applicant is retained. Director Gee questioned why the applicant would have requested such a small parcel size. Donna Dean / Manager of Planning described the revised zone prepared by staff and confirmed that it had been shared with the agent for the application.

That the application submitted by Brent Harley and Associates (BHA), acting as agent for Big White Ski Resort Ltd., to amend the Big White Ski Resort Zoning Bylaw No. 1166, 2001 to rezone the subject area from 'Chalet Residential 3 (R3)' to a new for employee housing 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.

Keith Lawrence and Sarah Kabatoff RE: Development Variance Permit

305-2nd Avenue, Electoral Area C/Christina Lake

RDKB File: C-269-00210.110

Moved: Director McGregor Seconded: Director Gee

Director McGregor stated that in conversation with the owner, they assured her that a secondary suite has not been considered.

Electoral Area Services March 16, 2017 Page 4 of 8

Page 4 of 8

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.

Carried.

Greg & Dena Wyna RE: MOTI Subdivision

4111 Casino Road, Electoral Area B/Lower Columbia-Old Glory

RDKB File: B-367-02303.014

Moved: Director McGregor Seconded: Director Grieve

Donna Dean / Manager of Planning stated that MOTI generally does not support the use of easements for access to parcels, however, it is ultimately their decision whether the proposed access through the neighbors' parcel is approved.

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed conventional subdivision for the parcel legally described Lot A, Sec, 26, TWP 8A, Kootenay District, Plan EPP8823, in Electoral Area 'B'/ Lower Columbia-Old Glory, be received.

Carried.

Winlaw Mechanical Services Ltd. Linda Tedesco

RE: MOTI Subdivision

1120 Hwy 3, Anaconda, Electoral Area E/West Boundary

RDKB File: E-Twp70-08017.000

Moved: Director Gee Seconded: Director McGregor

The proposed parcel line is along the ALR boundary, thus, application to ALC is not required.

APC has expressed a concern regarding water.

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed conventional subdivision for the parcel legally described as those parts Electoral Area Services March 16, 2017 Page 5 of 8

Page 5 of 8

of the North East ¼ and of the North ½ of the South East ¼ of Sec 29, TWP 70, SDYD, Plan B1005, in Electoral Area 'E' / West Boundary, be received.

Carried.

Geoff Furniss

RE: MOTI Subdivision

1810 Hulme Creek Road, Electoral Area E/West Boundary

RDKB File: E-2454-06580.000

Moved: Director Gee Seconded: Director McGregor

APC has recommended a hydrology study.

Director Gee noted that grassland ecosystems are quickly diminishing across Canada.

That the staff report regarding the Ministry of Transportation and Infrastructure referral for a proposed conventional subdivision for the parcel legally described DL 2454 SDYD Except Plan 38495 KAP64195 KAP87238 & EPP61225 & EXC Part lying East of the Eastern limit of H722, in Electoral Area 'E' / West Boundary, be received.

Carried.

G. Denkovski

RE: Gas Tax Application - Electoral Area 'A' Beaver Valley Family Park

Moved: Director Grieve Seconded: Director McGregor

That the Regional District of Kootenay Boundary (RDKB) Board of Directors approves funding the RDKB Gas Tax Application in the amount of \$10,000.00 for the electrical upgrade at the Beaver Valley Family Park.

Carried.

G. Denkovski

RE: Gas Tax Application - Electoral Area 'A' Beaver Valley Blooming Society Fruitvale Creekside Park

Moved: Director Grieve Seconded: Director McGregor

Electoral Area Services March 16, 2017 Page 6 of 8

Page 6 of 8

That the Regional District of Kootenay Boundary Board of Directors approves funding the Beaver Valley Blooming Society Gas Tax Application in the amount of \$10,000.00 for the capitol costs associated with the improvements at Fruitvale Creekside Park. FURTHER that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

Carried.

Grant in Aid Report

Moved: Director McGregor Seconded: Director Grieve

That the Grant in Aid Report be received.

Carried.

Gas Tax Report

Moved: Director Gee Seconded: Director McGregor

That the Gas Tax report be received.

Carried.

Grant in Aid Application

Chair Worley discussed a Grant in Aid application that will be going to the Board meeting for approval.

New Funding Stream

The Committee members discussed the potential for new funding streams for projects that do not qualify for Gas Tax or Grant in Aid (similar to the 'communication' monies).

LATE (EMERGENT) ITEMS

There were no late (emergent) items.

Electoral Area Services March 16, 2017 Page 7 of 8

Page 7 of 8

DISCUSSION OF ITEMS FOR FUTURE AGENDAS

Dave Hubbs would like to speak at the April EAS meeting, regarding unsightly premises & derelict vehicles in the Christina Lake area. He is to be listed as a delegate for the April 2017 EAS meeting.

CLOSED (IN CAMERA) SESSION

A closed/in camera meeting was not required.

ADJOURNMENT

There being no further business to discuss, Chair Worley adjourned the meeting at 5:28 p.m.

Electoral Area Services March 16, 2017 Page 8 of 8

Page 8 of 8



Policy, Executive and Personnel Committee March 21, 2017 RDKB Board Room, Trail, BC 2:30 pm.

Minutes

Committee Members Present:

Director V. Gee, Chair

Director R. Russell, via teleconference (2:58 p.m.)

Director M. Martin Director G. McGregor Director J. Danchuk

Staff Present:

- J. M. MacLean, Chief Administrative Officer
- T. Lenardon, Manager of Corporate Administration/Recording Secretary

Call to Order

The Chair called the meeting to order at 2:30 p.m.

Adoption of Agenda (additions/deletions)

The agenda for the RDKB Policy, Executive and Personnel Committee meeting of March 21, 2017 was presented.

Moved: Director McGregor Seconded: Director Danchuk

That the agenda for the March 21, 2017 meeting of the RDKB Policy, Executive and Personnel Committee be adopted as presented.

Carried.

Page 1 of 8 Policy, Executive and Personnel Committee March 21, 2017

ADOPTION OF MINUTES

The minutes of the RDKB Policy, Executive and Personnel Committee meeting held January 26, 2017 were presented.

Moved: Director Martin Seconded: Director Danchuk

That the minutes of the RDKB Policy, Executive and Personnel Committee meeting held January 26, 2017 be adopted as presented.

Carried.

GENERAL DELEGATIONS

There were no delegations in attendance.

UNFINISHED BUSINESS

Policy, Executive and Personnel Committee Memorandum of Action Items for the Period Ending March 16, 2017

The Policy, Executive and Personnel Committee Memorandum of Action Items for the period ending March 16, 2017 was presented.

The *Best Practice-Municipal Appointments to the Board of Directors* as revised by Director Martin will be included for review on a future PEP Committee agenda and will also be added to the PEP Committee's Memorandum of Action Items.

Chair Gee advised that after the Electoral Area Services Committee reviewed the proposed Permissive Taxation Exemption Policy at the March 16th meeting, she met with Staff to discuss possible revisions. Staff will revise the proposed Policy accordingly and will refer a draft version back to the EAS Committee for further review before it is formally presented to the PEP Committee for consideration.

The Chief Administrative Officer provided an update regarding the format of a new Committee and Board Memorandum of Action Items document. As a test, the new format will be presented at the April BEDC meeting.

Moved: Director Danchuk Seconded: Director McGregor

That the Policy, Executive and Personnel Committee Memorandum of Action Items ending March 16, 2017 be received.

Carried.

Page 2 of 8 Policy, Executive and Personnel Committee March 21, 2017

J. MacLean-Re: CAO Evaluation

A staff report from John M. MacLean, CAO regarding progress in completing the CAO evaluation was presented.

Moved: Director McGregor Seconded: Director Martin

That the Chief Administrative Officer Performance Evaluation Policy be amended by adding the word "written" to the last sentence of clause #2, under the heading "Process" on page 2 so that the sentence reads that *The CAO will have opportunity to address the Board to provide a "written" report on accomplishments, challenges and opportunities.*

Carried.

Moved: Director McGregor Seconded: Director Danchuk

That the Policy, Executive and Personnel Committee directs Board Chair McGregor, Board Vice-Chair Russell and J. M. MacLean, Chief Administrative Officer to finalize terms with Tekara for the hosting of the Chief Administrative Officer Evaluation questionnaire, the receipt of online submissions and the development and review of necessary reports. **FURTHER** that a formal timeline be developed and shared with the Board of Directors.

Carried.

J. MacLean-Re: Correspondence Policy

The revised Correspondence Policy was presented for final consideration and referral to the Board of Directors for comments.

There was a discussion regarding the Reader File. It was agreed that all incoming correspondence that is addressed to the Board of Directors and or the Board Chair be uploaded to the Reader File even if the same correspondence will be included on a Board agenda. Outgoing correspondence from the Board of Directors/Board Chair will continue to be uploaded to the Reader File.

Staff will forward the Reader File credentials and instructions to the Board of Directors.

In the future Staff will include a watermark on all proposed policies that move through the PEP Committee's process according to the Policy Development and Review Policy. The watermark will illustrate the stage that the policy is at in the PEP Committee's process as well as the date.

Moved: Director Martin Seconded: Director McGregor

Page 3 of 8
Policy, Executive and Personnel Committee
March 21, 2017

That the Policy, Executive and Personnel Committee approve the Correspondence Policy and forward it to the RDKB Board Directors with a recommendation of approval.

Carried.

J. MacLean-Re: Fire Department Service Level Policy

The revised Fire Department Service Level Policy is presented for final consideration, amendment and referral to the RDKB Board of Directors for approval.

Moved: Director Martin Seconded: Director McGregor

That the Policy, Executive and Personnel Committee approve the proposed Fire Department Service Level Policy and forward it to the Board of Directors with a recommendation of approval.

Carried.

J. MacLean-Re: Purchasing Policy and Procedure Statement

The revised Purchasing Policy and Procedure Statement is presented for final consideration.

Moved: Director Martin Seconded: Director McGregor

That the Policy, Executive and Personnel Committee approve the proposed Purchasing Policy and Procedure Statement and refer it to the Directors for comment.

Carried.

J. MacLean-Re: Director Remuneration and Expenses Bylaw No. 1621

The revised Director Remuneration and Expenses Bylaw No. 1621 was presented for final consideration and referral to the Board.

The Committee members reviewed the various comments from the other Board Directors that were submitted in response to the proposed revised Remuneration Bylaw.

There was a discussion on the comments pertaining to the COW meeting allowance and which suggest that the current allowance of \$83 be increased to recognize the additional reading, preparation and work Directors must undertake for the three different COW subject areas (Protective Services, Environmental Services and Protective Services). Although the PEP Committee members acknowledges the three COW subject areas and additional work, there was general agreement not to increase the allowance as much as \$83 per each subject area, given the agendas do not always include items

Page 4 of 8
Policy, Executive and Personnel Committee
March 21, 2017

for all three subject areas. There could be further debate around this matter at the Board level.

The allocation for Meals and Incidental Expenses included in proposed Bylaw No. 1621 was reviewed. It was agreed that this has more impact on the Electoral Area Directors and should be reviewed by the Electoral Area Services Committee.

Director Gee expressed her concerns that not all Directors have the same level of interest for each of the three COW subject areas and that sometimes the debate gets cut short. A discussion regarding engagement at COW meetings ensued and further review included a discussion on the possibility of having two Board meetings during the month rather than one COW meeting and one Board meeting. The Committee discussed the pros, including working more efficiently, and the cons. An example that was discussed is the staff time required to undertake legislative processes to obtain Board approvals for emergent and timely issues between the monthly Board meetings (e.g. Special Voting Regulation). There was general agreement that for now, the COW meeting schedule will remain as is, and it was;

Moved: Director McGregor Seconded: Director Danchuk

That Staff draft a report on the pros and cons as well as the logistics of having two Board meetings per month in place of one COW meeting and one Board meeting. **FURTHER** that the report be presented to the PEP Committee at a future meeting.

Carried.

Moved: Director McGregor Seconded: Director Danchuk

That proposed Remuneration Bylaw No. 1621 be referred to the Electoral Area Services Committee for a review and thorough discussion with respect to the proposed compensation for Meals and Incidentals and other bylaw matters as required.

Carried.

NEW BUSINESS

Discussion Item-PEP Committee Schedule

The scheduling of the Policy, Executive and Personnel Committee monthly meetings and whether the Committee should consider holding the meetings on an independent day was discussed. The PEP Committee members concurred that it is challenging to

Page 5 of 8
Policy, Executive and Personnel Committee
March 21, 2017

complete the PEP agenda in time for some Directors to move on to the next scheduled meetings.

It was agreed that the PEP Committee meetings will continue to be scheduled on the same day as the Utilities Committee and Committee of the Whole meetings. The PEP Committee meetings will generally commence at 2:00 p.m. and earlier when required.

Discussion Item-Labour Negotiations

The matter of RDKB CUPE labour negotiations and whether there would be value in a regional approach was introduced.

The Chief Administrative Officer explained that this matter should be discussed when all PEP Committee members are present, and it was;

Moved: Director Danchuk Seconded: Director Martin

That the Policy, Executive and Personnel Committee defer the matter of a regional labour negotiations approach to a future meeting.

Carried.

J. MacLean-Re: 2015 - 2018 Strategic Plan

A staff report from John M. MacLean, CAO regarding the 2015 - 2018 Strategic Plan was presented.

Director Martin noted that the Directors have not received any records or reports from the October 2015 Strategic Planning session and he requested clarification.

The Chief Administrative Officer explained that the 2012-2015 Strategic Plan was reviewed in October 2015. At that time, and by Board direction, a new 2015-2018 Strategic Plan was not formalized or finalized. Rather, the existing 2012-2015 Plan was to be "rolled-over" without changes.

It was noted that the Board has already agreed to arranging a Strategic Planning session in Fall 2017, and it was;

Moved: Director Gee Seconded: Director Martin

That the Regional District of Kootenay Boundary Board of Directors formalizes the direction given in the Fall of 2015 with regards to the 2015-2018 Strategic Plan.

Page 6 of 8 Policy, Executive and Personnel Committee March 21, 2017 **FURTHER** that the current 2012-2015 Plan be rolled over to 2017 and uploaded to the website.

Carried.

Moved: Director Martin Seconded: Director Danchuk

That the Policy, Executive and Personnel Committee develop Terms of Reference for the Strategic Planning session scheduled for Fall 2017.

Carried.

M. Forster-Columbia Basin Trust Board Appointment Policy - Discussion

A staff report from Maureen Forster, Executive Assistant, regarding the Columbia Basin Trust Board Appointment Policy and the term of appointment of the current RDKB Columbia Basin Trust representative was presented.

Moved: Director Danchuk Seconded: Director McGregor

That the Regional District of Kootenay Boundary Board of Directors approves the current Columbia Basin Trust Board Appointment 3-year term, with a one-time 3-year term extension. **FURTHER** that recruitment commence for the RDKB 2018-2020 Columbia Basin Trust Board of Directors representative.

Carried.

The Chair called a for a recess (time: 4:07 p.m.).

The Chair reconvened the meeting (time: 4:15 p.m.)

LATE (EMERGENT) ITEMS

There were no late emergent items to discuss.

DISCUSSION OF ITEMS FOR FUTURE MEETINGS

A discussion was not required.

Page 7 of 8 Policy, Executive and Personnel Committee March 21, 2017

QUESTION PERIOD FOR PUBLIC AND MEDIA

A question period was not necessary.

CLOSED (IN CAMERA) SESSION

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

Moved: Director Danchuk Seconded: Director Russell

That the Policy, Executive and Personnel Committee convene to a closed meeting pursuant to Section 90 (1) (c) of the Community Charter (time: 4:15 p.m.).

Carried.

The Policy, Executive and Personnel Committee reconvened to the open meeting at 5:13 p.m.

ADJOURNMENT

There being no further business to discuss, it was;

Moved: Director Danchuk

That the meeting be adjourned (time: 5:17 p.m.).

Carried.

TL

Page 8 of 8 Policy, Executive and Personnel Committee March 21, 2017

Electoral Area "C" Parks & Recreation Commission Regular Meeting Wednesday, March 8, 2017 Welcome Centre 8:00 AM

AGENDA

- 1. Approval of the Agenda
- 2. Minutes
 - o Minutes of the Regular meeting of February 8, 2017 -
- 3. Delegations:N/A
- 4. Business Arising from the Minutes
- 5. Correspondence-
 - Stewardship Society AGM Meeting- March 21, 2017- 7 to 8pm Community Hall
- 6. Financial Plan -
 - 2017 Budget
- 7. Old Business
 - Cascade Fall Trans- Canada Trail Staging Area- Pending
 - Kettle River Walk Trail-Report- Update
 - Sponsoring Programs offered at the Christina Lake Elementary School Gym-Update
 - Pedestrian Bridge Pending
- 8. New Business-
- 9. Sub Committee Report
 - COP Update- N/A
 - Recreation Program Update
 - o March Flyer-
 - o Pharmasave Christina Lake Triathlon
 - Park Maintenance Staff Returning Weather Dependant
 - Trails Josh Strzelec-N/A

- Community Coordinator Report-Update
- 10. Other Business Arising from the Floor
- 11. Adjournment

Outstanding Projects for Future Development

- Kids Bump Bike Park-Dust Control
- Walking Trail around Golf Course-
- 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

Minutes_of the Regular Meeting of the Electoral Area "C" Parks & Recreation Commission held Wednesday March 8, 2017 at the Welcome Centre

PresentAbsentBrenda AugeCarlo Crema

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

RDKB Staff Area Director Guest

Tom Sprado/Lilly Bryant Grace McGregor Donna Wilchinsky

Agenda

1. M/S Liz Stewart/Larry Walker, that the March 8 2017 agenda be adopted as Circulated

Carried

Minutes

2. M/S Dave Beattie/Josh Strzelec, that the minutes of the regular meeting from February 8, 2017 be accepted as circulated.

Carried

Delegations: N/A

Business Arising from the Minutes: N/A

Correspondence:

 Stewardship Society AGM Meeting- March 21, 2017- 7 to 8pm Community Hall- Received for Information

Financial Plan:

• 2017 Budget was distributed and reviewed

Old Business

- Cascade Fall Trans- Canada Trail Staging Area- Pending
 - Doug Zorn was meeting with the MLA to discuss the opportunities available for this project. – report to follow when complete
- Kettle River Walk Trail-Report- Pending

3

- Staff distributed an Archeological Survey completed September 25-1978 - June 1, 1979- By Michael A. Freisinger
- Waiting for a response from Wayne T. Choquette- A Consultant Archaeologist from Yahk, BC
- Staff will continue to seek other grant opportunities to help with the cost of the Archeology study.
- Sponsoring Programs offered at the Christina Lake Elementary School Gym-
 - No user fees are being charged at this time.
- Pedestrian Bridge Pending
 - No confirmation on the grant has been received as of March 8, 2017 meeting.

New Business: None

Subcommittee Report

- COP Update-N/A
- Recreation Program Update-

March Flyer-

- Christina Lake Triathlon
- Pickleball Tournament scheduled during Homecoming Staff will contact the Homecoming coordinator for details on the events.
- Park Maintenance Monthly Report- N/A
- Trails: N/A
- Community Coordinator Report- Donna Wilchinsky
 - Grant applications for Community Space May 1 announcement
 - Flags for Trails

Other Business Arising from the Floor:

- Paul Beattie- Completed a grant application from Columbia Trust for Trail Maintenance funds for the Bonanza Trail Recreational area.
- 5. Moved by Brenda Auge that the meeting be adjourned.

 Carried

Lilly Bryant, Recording Secretary	Dianne Wales, Chairperson



ELECTORAL AREA 'C'/CHRISTINA LAKE ADVISORY PLANNING COMMISSION

MINUTES

Tuesday, April 4, 2017 at the Christina Lake Firehall, commencing at 7:00 p.m.

PRESENT: Peter Darbyshire, David Durand, Jennifer Horahan, Terry

Mooney, Butch Bisaro, Jeff Olsen, Dave Bartlett, Jessica Coleman,

Ken Stewart, Annie Rioux

ABSENT: Phil Mody

RDKB DIRECTOR: Grace McGregor

RDKB STAFF: Donna Dean, Ken Gobeil

GUESTS: Peter Muirhead, Peter Spencer, Brian Thate

1. CALL TO ORDER

The meeting was called to order at 7:08 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

The April 4 2017 Electoral Area 'C'/Christina Lake APC agenda be adopted. (Butch/Jeff)

3. ADOPTION OF MINUTES

The March 7, 2017 Electoral Area 'C'/Christina Lake APC minutes be approved. (Ken/Peter)

4. **DELEGATIONS**

None

5. OLD BUSINESS

None

Electoral Area 'C'/Christina Lake APC Minutes April 4, 2017 Page 1 of 4

age 1 01 4

6. **NEW BUSINESS**

A. Waite, Lawrence

Re: Development Variance Permit

RDKB File: C-317-00302.005

Discussion/Observations:

New septic field location is small for proximity to the lake. Per Donna Dean, the development permit restrictions don't apply because the property is not lakefront. No opposition.

Recommendation:

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

B. Sandner/Muirhead

RE: MOTI Conventional Subdivision

24 Park Rd and 47 Sandner Road, Christina Lake RDKB File: C-317-00215.055

Discussion/Observations:

No opposition.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported with inclusion of road end and triangular area east of Lot 1 as Statutory Right of Way for pedestrian access.

C. Sandner/Muirhead

Re: MOTI Bare Land Strata Subdivision

24 Park Road, Christina Lake RDKB File: C-317-00215.055

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported with the following conditions:

- Want to ensure that the lot owners are not permitted to build docks on the creek;
- Votes to support bridge landing 5
- Votes to support pathway along creek 5

Electoral Area 'C'/Christina Lake APC Minutes April 4, 2017 Page 2 of 4

D. Ponderosa Estates

Re: MOTI Conventional Subdivision

Ponderosa Drive, Electoral Area 'C'/Christina Lake RDKB File: C-312 & 348-02632.275

Discussion/Observations:

Support keeping the parcel adjacent to the railway Industrial zone. Support keeping the 10 ha. Minimum parcel size for the residential lots.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported on the condition of a 10 ha. minimum parcel size for the residential lots.

E. Ponderosa Estates Re: ALC Exclusion

Ponderosa Drive, Electoral Area 'C'/Christina Lake RDKB File: C-312 & 348-02632.275

Discussion/Observations:

Support keeping the land in the Agriculture Land Reserve.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application not be supported.

F. Interfor

Re: Forest Stewardship Plan

RDKB File: I-1C

Discussion/Observations:

There were no objections to this application.

Recommendation:

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

Electoral Area 'C'/Christina Lake APC Minutes April 4, 2017 Page 3 of 4

7. <u>FOR I</u>	<u>INFORMATION</u>
8. <u>ADJO</u>	<u>PURNMENT</u>
It was moved	and seconded that the meeting be adjourned at 8:30 p.m.
	Electoral Area 'C'/Christina Lake APC Minute April 4, 2017 Page 4 of 4



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

Tuesday, April 4, 2017 at the RDKB Office – Grand Forks.

PRESENT: Deb Billwiller, Edith MacAllister, Christie Wheaton, Lesley Matthews,

Kathy Hutton

ABSENT: Werner Behrens

RDKB DIRECTOR: Roly Russell

RDKB STAFF: GUESTS:

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

It was moved: Matthews; seconded: Wheaton that the April4, 2017 Electoral Area 'D'/Rural Grand Forks APC agenda be adopted as presented. Carried.

3. ADOPTION OF MINUTES

It was moved: Wheaton; seconded: MacAllister that the March 7, 2017 Electoral Area 'D'/Rural Grand Forks APC minutes be approved. Carried.

4. **DELEGATIONS**

none

OLD BUSINESS

none

7. **NEW BUSINESS**

A. Interfor

RE: Forest Stewardship Plan

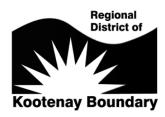
RDKB File: I-D6

It was moved: Hutton; seconded: Wheaton that we receive the document and provide the following comments.

- While the document is difficult to understand for lay people, we do appreciate its thoroughness.
- The APC would like to see the Operational Plan when operations actually begin in our area.

1

8.	FOR INFORMATION none	
9.	ADJOURNMENT	
	Meeting was adjourned at 7:27 p.m.	



ADVISORY PLANNING COMMISSION MINUTES

Monday, April 3, 2017 at the Rock Creek Medical Centre, commencing at 6:00 p.m.

PRESENT: Michael Fenwick - Wilson, Acting Chair

Harald Zinner - Secretary

Florence Hewer (by telephone) and Lynne Storm

ABSENT with Grant Harfman, Fred Marshal

notification:

Absent without notification

Jamie Haynes

RDKB DIRECTOR: Vicki Gee

RDKB STAFF:

GUEST:

1. CALL TO ORDER

The meeting was called to order at 6:08 pm.

2. ADOPTION OF AGENDA

It was moved, seconded and carried that the April 3, 2017 Electoral Area E' APC agenda be adopted. (Florence/Lynne)

3. ADOPTION OF MINUTES

It was moved, seconded and carried that the March 6, 2017 Electoral Area E' APC minutes be adopted as circulated. (Harald/Lynne)

Electoral Area E' APC Minutes April 3, 2017 Page 1 of 4

4. **DELEGATIONS**

5. OLD BUSINESS

6. **NEW BUSINESS**

A. Interfor

RE: Forest Stewardship Plan

RDKB File: I-1E

Discussion/Observations:

It should be noted that although Fred was unable to attend he did provide some comments which are incorporated in the comments below.

Comment/recommendation to the District

- It was noted that both this proposed Forestry Service Plan (FSP) and comments received from Ron Palmer, Forestry Superintendent, indicate that Interfor plans to proceed with its logging operations in a compliant manner as outlined by legislation and regulations of the Province. However, it was also observed that in the past, some logging operations have failed to comply with such legislation/regulations.
- It was suggested that the District make a recommendation to the Ministry of Forestry that a system of public monitoring/reporting be established whereby citizens can report unacceptable logging practices to an independent body to investigate such reports.
- It was suggested that the District recommend to the Ministry of Forestry that it should hire more staff to monitor logging operations.

Comments regarding Interfor's Forestry Service Plan (FSP)

- Were able to support most of the Forestry Service Plan (FSP).
- Although it was appreciated that the timeline for reviewing this FSP was extended, there
 still was a concern that any submission be submitted well in advance of any
 implementation date for review by all relevant parties.
- A concern was raised that adequate time should be allotted to review any proposed Forestry Service Plan once a general/broad based layout has been done but prior to any more detailed work on a layout being done.
- Once the FSP is approved for implementation, there seemed to be no guidelines for public review of planned logging activities in specific cut blocks. Concern was raised that there should specific referrals and adequate time allotments for review specifically if there could be any exceptions such as needing to do logging within a specific recreational area.

Electoral Area E' APC Minutes April 3, 2017 Page 2 of 4

- Although the FSP claims that there would be no logging except with authorization in recreational areas, there were still concerns that this could occur if not properly monitored.
- Concerns were raised that there was insufficient information and policy directions on construction/full deactivation of any additional roads both for in-block and out-of-block areas.
- On p. 27 reference is made to avoiding the building of road and skidtrail within 1 km of any area where non-motorized access only is specified. In addition, where new road or skidtrail construction would provide motorized access to the recreation source, that road or skidtrail would be permanently deactivated and rehabilitated within 1 km of that area. The concern raised was how would this be monitored.
- It was noted on p. 28, that harvesting would not occur within the 100m of the legal sections of the Dewdney Trail centerline. Any cutting within that area would require approval of the District Manager. It was suggested that this kind of commitment should extend to all rail trails as well.
- Concerns were raised that there may not be sufficient monitoring of active logging in watershed areas. It was noted (p. 13) that any logging operations "would not cause material that is harmful to human health to be deposited in, or transported to, water that is diverted for human consumption by a licensed waterworks, and plan and design harvesting within the applicable streamside management zone."
- It was noted (p 13) grass seeding could be a component of any re-vegetation program. Reference was made to use "Canada Common #1 Forage Mixture". Concern was raised that local experts may be able to recommend grass seed mixtures that could be hardier for those local areas planned for reseeding. Concern was also raised that there should be replanting as much as possible.
- On p 21/22 reference is made that a Visual Impact Assessment (VIA) would be conducted to determine the impact of any logging operations affecting visual impact. Where it could be inconsistent with the Visual Quality Objective (VQO) an application would be made prior to applying for a cutting permit. Concern was raised how this would be monitored.

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject Development Application be supported with the following conditions: (Michael/Florence)

- Adequate time be provided for any review including any application for a cutting permit.
- Post signs of cutting areas so that public viewing is possible to ensure compliance with applicable regulations and commitments including not harvesting within recreation area and meeting approved appropriate Visual Quality Objectives.
- Recommend that all new roads/skidtrails be permanently deactivated within a year of the completion of harvesting.
- Recommend that the commitment not to harvest within 100 m of the centerline of the Dewdney Trail be extended to include rail trails.
- Extend the commitment not to cause harmful matter be deposited or transported to water diverted for human consumption to all recreational site areas.

Electoral Area E' APC Minutes April 3, 2017 Page 3 of 4

•	
	ideal for those areas to be reseeded rather than just one brand name seed mixture. In addition, there should be replanting of trees as much as possible not just reseeding.
7.	FOR INFORMATION
8.	<u>ADJOURNMENT</u>
	It was moved and seconded that the meeting be adjourned at 7:06 nm
	It was moved and seconded that the meeting be adjourned at 7:06 pm.
	Electoral Area E' APC Minutes
	April 3, 2017 Page 4 of 4



ELECTORAL AREA 'E' (BIG WHITE)

ADVISORY PLANNING COMMISSION

MINUTES TEMPLATE

Tuesday, April 4, 2017 at the Big White Fire Hall, commencing at 4:00 p.m.

PRESENT: Deb Hopkinson, John Lebrun, Cat Schierrer, Paul Sulyma(by

phone)

ABSENT: Jude Brunt, Gerry Molyneaux

RDKB DIRECTOR: Vicki Gee

RDKB STAFF:

GUESTS: Jamie Svendsen

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. ADOPTION OF AGENDA (Additions/Deletions)

3. ADOPTION OF MINUTES

It was moved and seconded that the March 7, 2017 Electoral Area E' Big White Advisory Planning Commission minutes be adopted.

5. <u>DELEGATIONS</u>

No delegations

6. OLD BUSINESS

Development permit for staff housing will be presented after public hearing.

Electoral Area Big White APC Minutes April 4, 2017 Page 1 of 4

7. **NEW BUSINESS**

A. Jason Alton

Ian Paine Construction Ltd., Agent RE: Development Permit

5370 Big White Rd, Electoral Area E/ West Boundary RDKB File: BW-4109s-07412.000

Discussion/Observations:

Re: Landscaping plan, some questions regarding road allowance for Highways as the front landscaping includes boulders. Is there a 15 M road allowance from the center of the road?

There does not appear to be sufficient accessible snow storage at the front of this property.

Will there be enough parking? Can't tell from plan if there is a garage.

Recommendation:

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

That the road allowance not be landscaped.

That there be sufficient snow storage for driveway clearing.

That there be sufficient parking.

B. Brent Harley, Agent RE: Development Permit

RDKB File: BW-4255-Temp

Postponed

Public notice of development should be more noticeable. Perhaps on Fire hall notice board, notice in market, or the Globe.

Electoral Area Big White APC Minutes April 4, 2017 Page 2 of 4

C. 0980131 BC Ltd Re: MOTI Subdivision

Discussion/ Observations

Questions regarding Setbacks, Diagram three of applicant's submission shows a setback, however last paragraph on page 5 states that Chalet residential 3 (R3) zone has no minimum requirement. This might allow for roof unloading onto the street and very little if no snow storage to the front of the lot for snow removal.

Regarding services for the property, will they be underground? Lighting, cable, and telephone.

Will the park requirement be part of Phase 1? How does it impact Grizzly Ridge neighbourhood, as they have a gated community. Recommendation:

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

- a) That adequate snow storage be addressed in the plan.
- b) Where possible services should be underground.
- c) Park should be part of each phase

D. Interfor Forest Stewardship Plan Draft 2017-2022 File NO: B-4 Electoral Area E / West Boundary, Big White Ski Resort

Discussion:

Website for current proposals.

Recreational sites could be negatively impacted. An inspection of one of the sites showed ribbons into a lake. Interfor requires permission from department responsible for these campsites.

Where cut would be close to non-motorized trails a 1km setback would be used and logging road reclaimed after.

Recommendations:

Electoral Area Big White APC Minutes April 4, 2017 Page 3 of 4

- 1) 100' buffer from any, Federal, Provincial, or Municipal registered trail system. Interfor should coordinate with trail committees and set contracts to reclaim logging roads.
- 2) When cruising is done measurements near lakes and ponds should be from high water mark, not low water in August for example.
- 3) Monitoring of Forest Practices should be a priority for Interfor.
- 4) More time required to try and digest this document which is of a highly specialized nature.

8. ADJOURNMENT

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

Electoral Area Big White APC Minutes April 4, 2017 Page 4 of 4



REGIONAL DISTRICT OF KOOTENAY BOUNDARY PUBLIC HEARING MINUTES

Proposed Zoning Amendment Bylaw No. 1634 to amend the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299

Minutes of a Public Hearing for Regional District of Kootenay Boundary for proposed Bylaw No. 1634 to amend the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299 was held on Wednesday, April 12th, 2017 at the Grand Forks Seniors Hall, 565-71st Avenue, Grand Forks, BC at 4:30 p.m.

Director Present:	Director Roly Russell
Staff Present:	Carly Rimell, Senior Planner
Members of the Public Present:	3

Director Russell opened the Public Hearing for proposed Bylaw No. 1634 to amend Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299 at 4:36 P.M. Director Russell then read the Chairperson's address. Director Russell then asked that Carly Rimell, Senior Planner to explain the purpose of the revised bylaw.

Carly Rimell provided a summary of the purposed bylaw. Proposed Bylaw No. 1634 would amend the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw to include a new 'Agricultural Resource 2B' Zone (AGR2B) to modify the density to permit one single family dwelling per parcel and one manufactured home for immediate family in accordance with Agricultural Land Commission Regulations. She further explained that this spot zone is only proposed for the subject property.

Director Russell then opened the Public Hearing for comments.

Ric Llewelyn mentioned that he as the agent, as well as the property owner, would like the opportunity to review the restrictive covenant and have the opportunity to suggest amendments prior to signature and registration at the Land Titles office.

Carly Rimell responded that they would be given reasonable opportunity to review the covenant and would not expect a signature from the owner unless they agreed to the terms. She emphasized that the purpose of the covenant was to ensure the manufactured home would only be inhabited by an immediate family member and that it would be decommissioned, destroyed or removed when it was no longer being used. She reiterated that these points were not negotiable.

Director Russell asked if there were any additional questions or comments from the public. There being none, the public hearing was adjourned at 4:36 P.M.

Page 1 of 2 Public Hearing Minutes Bylaw No. 1634

made at the April 12, 2017 Public	and accurate record of the nature of representations C Hearing for Regional District of Kootenay Boundary
for proposed Bylaw No. 1634 to amend the Electoral Area 'D'/Rural Grand Forks Zoning Bylaw No. 1299.	
Recording Secretary	Chairperson
	Page 2 of 2
	Public Hearing Minutes Bylaw No. 1634



Quarterly Report 1st Quarter 2017

Introduction

This report is designed to provide the Board, and public with information on key accomplishments in the past three months and how those projects connect to the Board's strategic priorities.

Administration

The Administration department is led by the Chief Administrative Officer – John MacLean. The Department has responsibility for the following Regional District Services:

- General Government
- Electoral Area Administration
- Boundary Economic Development
- East End Economic Development
- Transit Services (Boundary and Kootenay)
- Greenwood/Area 'E' Cemetery Services

Most of the activity in the first quarter was focused on financial planning. However, there are a few highlights:

Accomplishments in the First Quarter	
Project	Connection to Strategic Plan
Began the work on the Boundary Recreational Trails Master Plan - BEDC	This project was identified as part of a strategic planning process undertaken by the BEDC.
	Regionally this project will identify whether or not RDKB resources should be dedicated to this endeavor which is consistent with the identification or core services.

Began the work on the Big White	We will use this process to ensure that
Community Centre Feasibility Study.	we are being prudent in the funding or
	creation of services.

Operations

The Operations Department is led by General Manager – Operations Mark Andison. The Department has responsibility for the following Regional District Services:

- Protective Services
 - o Kootenay Boundary Regional Fire Rescue
 - o Big White Fire Service
 - o Christina Lake Volunteer Fire Service
 - o Grand Forks Rural Fire Service
 - o Greenwood Rural Fire Service
 - o Beaverdell Volunteer Fire Service
 - Big White Security
- Building Inspection
- Planning and Development
- Facilities and Recreation (Greater Trail)
- Facilities and Recreation (Grand Forks)
- Animal Control Services

Accomplishments in the First Quarter		
Project	Connection to Strategic Plan	
Selection of new Regional Fire Chief for	 We recognize the role that our 	
Kootenay Boundary Regional Fire Rescue	staff play in delivering services in	
Service as per RDKB Succession Plan	the region	
	 We will continue to focus on good 	
	management and governance	
Review of implications of contracting 911	 We will ensure we are responsible 	
Service upon KBRFR Service	and proactive in funding our	
	services	
	 We will continue to focus on good 	
	management and governance	
Completion of Big White Fire Hall addition	 We will continue to focus on good 	
	management and governance	
Recruitment of new Fire Chief for	 We recognize the role that our 	
Christina Lake Fire Department	staff play in delivering services in	
	the region	
	 We will continue to focus on good 	
	management and governance	

Continued discussions with Grand Forks Fire Department about the closure of two fire halls in Grand Forks Rural Fire Service Area Establishment of new Kettle Valley Rural Fire Service under contract with Village of Midway	 We will ensure we are responsible and proactive in funding our services We will continue to focus on good management and governance We will continue to focus on partnerships that advance the interests of the Region We will continue to focus on good management and governance
Amendment of contract with Paladin Security to extend winter hours for Big White Security Service	management and governance - We will continue to focus on partnerships that advance the interests of the Region - We will continue to focus on good management and governance
Implementation of new asbestos control protocols for Building Inspection Service as per WorkSafe BC requirements	 We will continue to focus on partnerships that advance the interests of the Region We will continue to focus on good management and governance
Selection of consulting team to undertake Boundary Agricultural Plan and Food Security Study - Planning Department	 We will continue to focus on partnerships that advance the interests of the Region We will continue to focus on good management and governance
Submission of Bike BC grant application for Christina Lake pedestrian bridge project	 We will ensure we are responsible and proactive in funding our services We will continue to focus on partnerships that advance the interests of the Region

Environmental Services

The Environmental Services Department is led by General Manager – Environmental Services Alan Stanley. The Department is responsible for the following regional District Services:

- Regional Solid Waste Management
- Big White Solid Waste Management
- Utilities
 - o East End Sewer
 - o Beaver Valley Water
 - o Rivervale/Oasis Water

- o Rivervale Sewer
- o Christina Lake Water
- o Street lighting functions in Beaverdell and Big White
- o Saddle Lake Dam
- Sustainability
- Noxious Weed Control
 - o Areas D and E
 - o Area A
- Milfoil Control
- Mosquito Control
 - o Christina Lake
 - o Area D/City of Grand Forks

Accomplishments in the First Quarter		
Project	Connection to Strategic Plan	
RSWM - Completed contract to expand organics collection across the Boundary, began communications and implementation for July 1 start up	Environmental Stewardship/Climate Preparedness - Region-wide organics diversion	
RSWM - Completed administration of region-wide handover of residential recycling collection to industry	Exceptional Cost Effective and Efficient Services - We will distinguish between those services that are "core" and discretionary Improve and Enhance Communication - We will continue to focus on partnerships that advance the interests of the region	
Big White SW - Completed new 5-year service contract	Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services	
East End Sewer - Completed and received grant for \$1.572 million for design of plant upgrade	Improve and Enhance Communication - We will continue to focus on partnerships that advance the interests of the region Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services	
East End Sewer - Completed design and tender of Robertson connection	Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services	

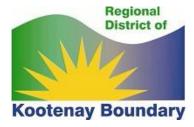
Beaver Valley Water - Completed and received grant for \$216,000 for water line replacement	Improve and Enhance Communication - We will continue to focus on partnerships that advance the interests of the region Exceptional Cost Effective and Efficient Services Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services
Rivervale/Oasis Water - Completed and received grants for \$201,000 for pump replacement and \$92,000 for water intake improvements	Improve and Enhance Communication - We will continue to focus on partnerships that advance the interests of the region Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services
Christina Lake Water - Completed transition to RDKB owned/operated service	Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services
Christina Lake Water - Completed and received grant for \$805,000 for multiple system improvements	Improve and Enhance Communication - We will continue to focus on partnerships that advance the interests of the region Exceptional Cost Effective and Efficient Services Exceptional Cost Effective and Efficient Services - We will ensure that we are responsible and proactive in funding our services
Sustainability - Finalized update to corporate greenhouse gas reduction plan - pending Board approval expected in 2nd quarter	Environmental Stewardship/Climate Preparedness - We will plan for climate change adaptation and mitigation
Sustainability - Assist initiation of Accelerate Kootenays electric charging stations Noxious Weed Control - Completed multi-	Environmental Stewardship/Climate Preparedness - We will plan for climate change adaptation and mitigation Exceptional Cost Effective and Efficient
year contract tenders and vendor selection for all service areas - contract to be awarded in 2nd quarter	Services
Milfoil Control - Completed acquisition of commercial dive vessel and substantial completion of capital plan	Environmental Stewardship/Climate Preparedness - We will actively plan and advocate on behalf of our watershed

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

Financial Administration

The Financial Administration Department is led by General Manager – Finance Beth Burget. This department is responsible for overall financial administration of the Regional District and assisting all of the services in meeting the statutory and policy requirements they have.

Accomplishments in the First Quarter		
Project	Connection to Strategic Plan	
The first quarter of 2017 was dominated by the preparation of the 2017-2021 Financial Plan. The Regional District is required by statute to adopt a five-year financial plan on or before March 31 of each year. Developing the financial plan takes a dedicated effort from the Elected Officials, General Managers, Managers and Staff.	This is a statutory requirement, but how it is undertaken represents the Board's commitment to good governance.	
This year we held 6 Town Hall Meetings, which were attended by 189 members of the public.		



STAFF REPORT

Date: 26 May 2016 **File**

To: Chair Rotvold and Members of

the Protective Services

Committee

From: Dan Derby, Deputy Regional Fire

Chief/Emergency Program Coordinator

Re: Regional District Kootenay Boundary

Fire Departments Service Level Policy

Issue Introduction

A staff report from Dan Derby, Deputy Regional Fire Chief/Emergency Program Coordinator regarding a new policy establishing Regional District Kootenay Boundary fire departments service levels.

History/Background Factors

The British Columbia *Structure Firefighter Competency and Training Playbook* (the Playbook) requires Authorities Having Jurisdiction (AHJ) over fire services to declare its firefighting service level(s), which in turn determines the training competencies that must be met by the fire services for which it is responsible.

Implications

The Playbook standard outlines the minimum competencies which are drawn from the NFPA standards. The declared service level must be established as formal policy for departments (whether by bylaw, policy or in contract) and needs to be fully reflected in the fire department's operating guidelines and policies. The AHJ's decision as to the appropriate service level for its fire service should be based upon:

- local conditions;
- consultation with representatives of local fire service delivery organization;
- availability of resources and the ability of those resources to respond;
- the realities of the community in terms of demographics, risks, travel distances, fire hall locations, equipment and staffing models; and
- the ability of the AHJ to financially support its fire department to enable it to meet all applicable training, safety and operational requirements for the chosen service level.

Advancement of Strategic Planning Goals

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

Background Information Provided

NA

Alternatives

- 1. Forward to the Policy, Executive and Personnel Committee for approval.
- 2. Provide staff direction.

Recommendation(s)

That the Committee of the Whole (Protective Services Committee) forward the Fire Department Service Levels Policy to the Policy, Executive and Personnel Committee for approval.



POLICY TITLE: Fire Departments Service Levels

APPROVAL DATE:

DATE OF REVIEW:

Authority and Application

This Service Level Policy has been established by the Regional District Kootenay Boundary (RDKB) in accordance with the requirements of the Office of the Fire Commissioner of British Columbia Structure Firefighter Competency and Training Playbook (the Playbook), pursuant to the Regional District's authority under the necessary service establishment bylaws. This Service Level Policy applies to and is binding on the Regional District's fire departments and their individual members. It shall form the basis of each department's training of its members and related operational planning for fire suppression and emergency response activities.

The RDKB authorizes fire protection services within the Regional District's specified fire protection service areas. These are essential public safety services that make provision for responding to fire, rescue, emergency situations and the delivery of fire prevention and public education.

This policy applies to Beaverdell Fire Department, Big White Fire Department, Christina Lake Fire Rescue and Kootenay Boundary Regional Fire Rescue.

Definitions

Exterior Operations – where a fire department does not undertake interior attack or rescue operations on a fire-involved structure or object, or operate in an environment that is "immediately dangerous to life and health".

Interior Operations – where a fire department, in appropriate circumstances, will enter a fire-involved structure or object to undertake fire suppression activities or conduct rescue operations. Interior operations by these departments are generally to be limited to smaller structures, such as single family dwellings and vehicles, except where specific hazard assessments and planning have been undertaken in respect of more complex risks.

Full Service – a full service department is equipped, staffed and trained to provide a full spectrum of fire suppression services.

Page 1 of 3

Guideline

The British Columbia Fire Service Minimum Training Standards identifies three service level options that fire departments may provide, which are: Exterior Operations Level; Interior Operations Level; and Full Service Operations Level. Further, it requires that each authority having jurisdiction must carefully examine what level of service its fire departments are mandated to provide, and then meet the appropriate training and operations identified for that level. The Regional District, as the authority having jurisdiction, is responsible for ensuring compliance with the minimum standards established by the provincial standard.

The Regional District authorizes its fire departments to provide the following levels of service.

- Beaverdell Fire Department
- Exterior Operations Level
- Big White Fire Department
- Full Service Operations Level
- Christina Lake Fire Rescue
- Interior Operations Level
- Kootenay Boundary Regional Fire Rescue Full Service Operations Level

Responsibilities

The Regional District's Fire Chiefs will ensure levels of service are adhered to and that the fire fighters providing the services are competent. The Regional District Board will review and approve service levels periodically. This policy is required to meet the intent of Worksafe BC Occupational Health and Safety requirements and Office of the Fire Commissioner Fire Service training standards, pursuant to the Fire Services Act of British Columbia as they are updated from time to time.

It should be noted that this policy does not require that fire departments have every member trained up to the stipulated service level. There always will be situations where new members either are not considered qualified by the particular department (i.e., are undergoing recruit training, even if they are fully NFPA 1001 FFII qualified) or are starting off as new recruits requiring training. Additionally, in some departments, certain members provide only support services or otherwise limit their emergency scene activities.

Limitations on Services Provided

- a) In relation to any particular incident response, the department shall undertake only those emergency response activities for which it's responding. Members at the incident are properly trained and equipped; and
- b) The Fire Chief may determine to limit the fire suppression activities of the department to a lower Service Level in circumstances where, because of turn-over in Members or for other reasons, in the Fire Chief's view the department should suspend undertaking interior fire attack or rescue operations.

Page 2 of 3

c) Where the Fire Chief has made a determination as identified above, he or she shall immediately inform the Regional District, including the reasons for the decision. The Fire Chief may elect to recommence providing their authorized level of service when he or she considers it warranted, and shall inform the Regional District when making such decision.

Extra training and certification may be required over and above the requirements of the British Columbia Fire Service Minimum Training Standards. Depending on the public safety services the fire departments provide, training and certification may be required in the following;

- Emergency Medical Services
- Technical Rescue Services (i.e. Auto Extrication, Water/Ice Rescue and High/Low Angle Rope Rescue...)
- Wildland/Urban Interface Firefighting
- Hazardous Materials Response
- Confined Space Rescue

Operational Guidelines, Records and Compliance

The departments shall:

- a) develop appropriate operational guidelines implementing this Service Level Policy and the requirements of the Playbook, including operational guidelines:
 - i. which set out the conditions to be considered by an incident commander before an interior attack or rescue is undertaken; and
 - which identify any hazards within the department's fire suppression area in respect of which the department will not undertake interior operations;
- b) maintain accurate and complete records of the training of its Members, including any refresher training, any certifications obtained and otherwise as required by the Workers Compensation Act (B.C.) and regulations thereunder, such that the training level of each Member can clearly be established; and
- c) Report annually to the Regional District on the department's training program, the training levels of its Members and compliance with this Service Level Policy and the requirements of the Playbook.

Policy Amendment

This Service Level Policy shall be reviewed as required by the Regional District with the Fire Chiefs. It will be amended as determined appropriate by the Regional District, or as required to conform with any changes to the Playbook or other applicable legislation or regulations.

Page 3 of 3



STAFF REPORT

Date: 11 Mar 2016

File

To:

Chair Gee and Members - Policy,

Executive and Personnel

Committee

From: John M. MacLean, CAO

Re:

Policy Review - Correspondence

Issue Introduction

A staff report from John M. MacLean, CAO presenting the Correspondence Policy for review.

History/Background Factors

As per policy we are presenting the Correspondence Policy for review.

We have reviewed the policy and have suggested changes we feel are appropriate to clarify the policy and to more accurately reflect current practices.

Implications

None

Advancement of Strategic Planning Goals

This activity is consistent with the Board's Strategic Plan.

Background Information Provided

- Current Correspondence Policy
- Policy with proposed changes

Alternatives

- 1. Receipt
- 2. Deferral
- 3. Approval and referral to Directors

Recommendation(s)

Page 35 of 45

That the Committee consider the proposed changes. If appropriate approve and refer to the Directors for comment.

Page 36 of 45



POLICY TITLE:

Correspondence

APPROVAL DATE:

September 24, 2009

DATE OF REVIEW:

Policy:

The Regional District of Kootenay Boundary (RDKB) shall utilize good management practices in the receipt and sending of

correspondence.

Purpose:

To formalize and clarify RDKB correspondence policies and

practices.

Procedure: The RDKB receives and sends correspondence on a regular basis.

1) Incoming Correspondence

- a) The overall responsibility for managing the correspondence received and sent by the RDKB is with the Director of Corporate Administration (DOCA).
- All mail is received and opened by the staff member identified by the DOCA.
- c) Bills, invoices and other financial documents are forwarded to the Finance Department for processing.
- d) Magazines, periodicals general information, and unaddressed mail are to be forwarded to the appropriate department for their use.
- e) All addressed correspondence is date stamped to indicate the day it was received by the RDKB, issued a document number and is logged in the correspondence log.
- f) The correspondence is disseminated to the appropriate departments for any required action.
- g) All correspondence addressed to the Chair or a Director is delivered to the Executive Assistant. The Executive Assistant will ensure that the following occurs:
 - i) A copy of the correspondence is placed in the appropriate Directors mail slot.
 - ii) If, in the Executive Assistant's opinion, the matter in the correspondence is a time sensitive or otherwise important matter, a copy of the correspondence will be faxed or emailed to the appropriate Director.

Correspondence Policy Page 1 of 3

- iii) The Executive Assistant will ensure that the appropriate Manager is provided the correspondence for further action.
- iv) A copy of the correspondence is placed in the appropriate Committee or Board agenda folder.
- h) The Director's mail slot will be emptied and mailed each Friday.
- Any Manager that receives correspondence that requires Committee or Board attention is responsible for providing the letter with appropriate reports to the Committee having jurisdiction.
- j) Faxes will be treated in the same manner as other correspondence. When and if an original is received the fax copy will be replaced and destroyed. As an exception to the forgoing, if the fax copy has notes that need to be retained, the fax copy will be retained as well.
- k) Managers or staff in receipt of emails that need to be retained as part of an overall file will be responsible for printing a copy and delivering it to the location identified for incoming correspondence. The email will then be treated in the same manner as other correspondence.
- Correspondence marked to indicate that the contents are confidential shall be immediately forwarded to the intended recipient unopened. The recipient of confidential mail is responsible for indicating the date received by the Regional District and taking any appropriate action. The disposition and retention of such documents shall be determined in consultation with the DOCA.

2) Outgoing Correspondence

- a) All outgoing correspondence will go out on RDKB letterhead. If a department has an approved and identified symbol (i.e.: the fire and recreation services) it is appropriate to add the symbol to the letterhead.
- b) All correspondence shall be signed. Wherever possible the letter should be signed by the writer, but to avoid undue delay it is appropriate to have another staff member, preferably a Manager, sign the letter in-lieu.
- c) All correspondence to an elected official shall be signed by an elected official. An exemption to this rule is where the matter was specifically addressed to a staff member and is purely an administrative or information matter.
- d) The Board Chair is the default signatory for all RDKB correspondence requiring the signature of an elected official. In the Chair's absence the Vice Chair shall sign.
- e) Where the subject matter of the correspondence deals specifically with a subject directly related to an Electoral Area or municipality the letter shall be co-signed by the appropriate Electoral Area Director or municipal Director.
- f) The Chair also has the discretion to accept a co-signer, such as a Committee Chair, where the Chair feels that it is appropriate.
- g) All correspondence deemed to be confidential or personal shall be prepared by the writer or the Executive Assistant. The Executive

Correspondence Policy Page 2 of 3

Page 38 of 45

Assistant is the "confidential secretary" for the Board and Managers of the RDKB.

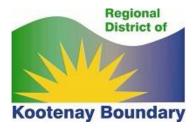
- h) Elected Officials shall not utilize corporate RDKB letterhead for correspondence that is not sanctioned by the Board. When correspondence is sanctioned or consistent with Board positions and intentions sections 2 (d) and (e) still apply.
- i) The foregoing is not intended to stifle legitimate correspondence prepared by the Electoral Area Directors. However, in the best interests of the Board, the Electoral Area Directors and the recipients of such correspondence, it must be clear the writer is presenting personal views and not necessarily those of the Corporate Board. The Electoral Area Directors shall be provided letterhead, personalized for their use, that includes the following phrase:

"The contents of this correspondence and any views presented are those of the writer and may not reflect the positions of the Regional District of Kootenay Boundary."

j) Outgoing emails shall have a signature block indicating the senders name, title and contact information. The sender shall be responsible for ensuring that paper copies of email strings are kept where circumstances warrant.

> Correspondence Policy Page 3 of 3

> > Page 39 of 45



STAFF REPORT

Date: 09 Apr 2017 **File**

To: Chair Gee and Members - Policy,

Executive and Personnel

Committee

From: John M. MacLean, CAO

Re: Purchasing Policy and Procedure

Issue Introduction

The *Purchasing Policy and Procedure* is presented after being referred to the Directors for comment.

History/Background Factors

The Policy and Procedure was referred to the Directors for comment and one comment was received from Director McLellan. His comment was as follows:

First of all thank you to the Pep Committee for the opportunity comment.

Page #2 under Guiding Principles; #7 how is this ensured? e.g. used fire engines: (tender?/advertising?//verbal offers?)

Page #4 under Responsibilities & Authority: table, (top., three boxes) does our CAO grant this authorization?

Item #19 page#7 bullet #9 : petty cash

what is process or procedure for accessing petty cash? authorization? reporting? accounted for by invoice?/ written statement?

{comment edited by JMM}

Overall I think the Purchasing Policy is pretty good.

The GM - Finance has discussed his questions with him and clarified the issues raised.

Implications

This policy and procedure represents a refinement of the previous policy and is intended to meet the current legislative, regulatory and accounting requirements.

Advancement of Strategic Planning Goals

This process is consistent with the priority of striving for organizational excellence.

Background Information Provided

Proposed Policy and Procedure

Alternatives

- 1. Receipt
- 2. Deferral
- 3. Referral to the Board with a recommendation of approval

Recommendation(s)

That the Purchasing Policy and Procedure be referred to the Board of Directors with a recommendation of approval.



POLICY TITLE: Purchasing Policy

ORIGINAL APPROVED BY BOARD OF DIRECTORS:

REVISED APPROVED BY BOARD OF DIRECTORS:

OBJECTIVE/PHILOSOPHY

The objective of the purchasing policy is to ensure that all goods and services be acquired on a competitive, fair and open basis in a manner that is efficient, accountable and maximizes value and to ensure that the acquisition of goods and services meet the requirements of the *Community Charter, the Local Government Act*, the *Agreement on Internal Trade (AIT)* and the New West Partnership Trade Agreement (NWPTA) competitive bidding law.

DRAFT - REVIEWED BY PEP - Mar 21/17 / FOR DIRECTORS COMMENTS - Mar 27/17

The philosophy of the Regional District of Kootenay Boundary (the District) is that preference will be given to the purchase of goods that minimize adverse environmental impacts and that promote recycling, re-use and reduction of waste.

GUIDING PRINCIPLES

The District's Procurement Policy is guided by the following principles which set the standard for performance:

- Procure the goods and service requirements in an efficient, timely and cost effective manner while maintaining the necessary controls;
- 2. The District shall promote a procurement process and make decisions that are consistent with the strategic goals and objectives of the District;
- Engage in an open bidding process while ensuring availability to all qualified or pre-qualified bidders;
- Ensure maximum value is obtained during the acquisition of goods and services, including, where appropriate, the total cost of the product purchased. Total costs

Page 1 of 8 Purchasing Policy March 2017 may include but not be limited to acquisition cost, disposal cost, residual value, training cost, maintenance cost, product performance and environmental impact;

- 5. Procure goods and services, taking into account wherever practical, the commitment to the environment and energy savings;
- Ensure the acquisition of goods and services meet the requirements of applicable legislation/regulations;
- 7. Ensure that maximum value is realized when disposing of surplus goods, materials and equipment;
- 8. Ensure that the procurement policy is compliant with the *Freedom of Information and Protection of Privacy Act*; and
- 9. Recognize the value of social impact purchasing, assuming compliance with relevant legislation such as *NWPTA* and *A1T*, and assuming their pricing, quality and experience are comparable with non-local suppliers. It is recognized that support to local suppliers may provide a social return to communities as it enhances economic development and community resilience.

DRAFT - REVIA: The specific social impact that shall be measured for the purposes of this /17 policy and the related procedure shall be community economic development and employment.

In addition to the principles outlined above, District employees will demonstrate ethical purchasing behavior including:

- Declaration of Interest An employee who has a direct or indirect interest with the supplier should disclose this relationship and will be excluded from the quote or tender process.
- Confidentiality and Accuracy of Information The confidentiality of information received in the course of duty must be respected and should not be used for personal gain; information given in the course of duty should be true and fair and not designed to mislead.
- Competition While considering the advantages of the District maintaining a
 continuing relationship with a supplier, any arrangement which might prevent the
 effective operation of fair competition should be avoided.
- 4. Business Gifts and Hospitality To preserve the image and integrity of the employee and employer, business gifts other than items of small intrinsic value should not be accepted. Reasonable hospitality is an accepted courtesy of a

Page 2 of 8 Purchasing Policy March 2017 business relationship. The frequency and nature of gifts or hospitality accepted should not be allowed whereby the recipient might be or might be deemed by others to have been influenced in making a business decision as a consequence of accepting such hospitality or gifts.

 Discrimination and Harassment - No employee shall knowingly participate in acts of discrimination or harassment towards a person that he/ she has business relations with.

DEFINITIONS

- 1. Board elected officials that make up the Regional District Board of Directors
- 2. District Regional District of Kootenay Boundary
- Service Manager the management staff person responsible for delivery of service
- Delegated Employee employee authorized to purchase goods and services as identified by a Service Manager/General Manager or CAO
- 5. Local Area area that comprises the Regional District of Kootenay Boundary
- 6. Local Vendor/Bidder must have a physical address within the local area and for the purposes of this policy must:
 - i) possess a valid business license if required by the area, and
- DRAFT REii) have a principal business/ office or satellite with at least one full time //17

Vendors seeking recognition of local status will be required to sign a statement that the vendor meets the above qualifications

- 7. **Volunteer** a person who provides his/her services without any express or implied promise of remuneration
- 8. **Request for Quote (RFQ)** a request to provide information as to a price for a specific good or service verbally or in writing, and which is not an Offer to Purchase or Invitation to Tender
- Request for Proposal (RFP) an invitation to offer suggestions on product or service supply interests, and which is not an Offer to Purchase or Invitation to Tender
- 10. Request for Tender (RFT) a formal tendering process used where project specifications and result are known which includes providing an overview of the products or services required, public opening of sealed tenders and other formalities such as bid bonds and performance deposits
- 11. **Social Impact Purchasing (SIP)** process through which organizations consider not only value for money, but also social and environmental impacts when purchasing goods and services.
- 12. **Sole-Sourcing –** noncompetitive selection of a vendor for a product or service.

Page 3 of 8 Purchasing Policy March 2017

RESPONSIBILITIES AND AUTHORITY

- 1. All departments, employees, elected officials and volunteers of the District must follow the approved Purchasing Policy.
- 2. The General Manager of Finance is responsible for the administration of the Purchasing Policy.
- 3. Service Managers, General Managers and CAO are responsible for ensuring the Purchasing Policy is followed within their areas of control.
- 4. Purchasing and supply management activities are decentralized by service, which are delegated the responsibility and authority for acquiring goods, equipment, services and construction for all operational and capital requirements as per Appendix A Purchasing Category - Methods within the following authorization limit:

AMOUNT AUTHORIZED \$0 - \$3,000 Delegated Employee Up to \$20,000 COMMENTS - Mar 27/17 DRAFT - REVIEV Service Manager Up to \$50,000 General Manager \$50,000 - \$100,000 Service Manager with the approval of the General Manager of Finance and/or Chief Administrative Officer \$100,000 and up Service Manager with the approval of the General Manager of Finance, Chief Administrative Officer, with Board approval

- 5. In the absence of the Chief Administrative Officer, the purchasing authority of this position will be exercised by the General Manager, Operations/Deputy CAO.
- Approvals of Purchase Commitments must relate only to the authorized employee's own area of responsibility.

Page 4 of 8 Purchasing Policy March 2017

- Procurement documentation, where required, must be in place before any goods or services can be ordered.
- 8. The authority for expenditures is the current year of the Financial Plan which the Board has adopted or amended. No purchase commitment shall be made by any employee of the District, unless it falls within the current budget or Board resolutions approving budget changes. Department Managers may exceed their line by line budget provided this overage is balanced within the service. However, there may not be spending on projects or items not approved in the five-year financial plan approved by the board.
- Purchase Commitments must not be made where budget over-expenditure will result and it is the responsibility of each Service Manager and/or General Manager to ensure that this requirement is complied with.
- All acquisitions/service contracts must comply with WorkSafe BC legislation, labor legislation, employee collective agreements, tax legislation and other legislative and regulatory requirements.
- 11. In emergency situations, where life, limb, property or environment is at risk, formal documentation and approvals may be acquired after the fact but shall be

DRAFT - REvolutioned as soon as possible 1/17 / FOR DIRECTORS COMMENTS - Mar 27/17

- 12. Standing Purchase Orders/Service Contracts or Agreements: In order to guarantee a continuous supply of goods and services which are required on a day-to-day basis, while at the same time assuring that the competitive bidding systems are followed, a Standing Purchase Order or Service Agreement may be established. Such arrangements would be reviewed annually to ensure value for money.
- 13. Sole-source purchases: Sole-source purchases shall be negotiated and occur when supported by a documented business case and approved by the Chief Administrative Officer or General Manager of Finance to their authority limits with higher levels approved by the Board. This is provided that at least one of the following conditions applies:
 - i) an emergency exists and any delay associated with a competitive process would put life, limb, property or the environment in jeopardy or otherwise be contrary to the public interest;
 - ii) the services to be purchased are of a confidential or privileged nature and disclosure of these matters through an open bidding process could reasonably be expected to compromise government confidentiality, cause economic disruption or otherwise be contrary to the public interest;

Page 5 of 8 Purchasing Policy March 2017

- iii) only one contractor is qualified to perform the services, or the item being purchased is unique and only available from one source. A record of the reasons for direct awarding a contract should be retained;
- iv)on occasion, contracts may be awarded directly if it can be shown that the preferred contractor can deliver a superior product or deliver in a more timely fashion or offer greater perception of risk mitigation than competing companies or if the matter is of a proprietary nature; and
- v) where, in the opinion of the Board, upon receiving written advice from staff, it is in the best interests of the District to proceed with purchases from a sole source.
- 14. The Financial Services Manager may routinely review departmental procurement files to ensure the effectiveness and integrity of processes and policy adherence.
- 15. No contract or purchase shall be divided to avoid any requirements of this policy.
- 16. All background information, information submitted by vendors, purchase orders and other relevant information involved in obtaining prices for goods or services shall be retained for seven years, unless the contract period is beyond this period when in this case the records will be retained for six years past the expiry of the
 - contract.
 - 17. Purchasing procedures approved by the General Manager of Finance are to be used as a guideline and form information on purchasing goods or services in compliance with this policy.
 - 18. Disclosure Requirements: All suppliers that express interest in providing goods or services to the District through a request for quotations, request for proposals or a tender will be required to warrant that neither it nor any of its officers or directors, or any employee with authority to bind the Bidder, has any financial or personal relationship or affiliation with any elected official or employee of the District or their immediate families which might in any way be seen by the Regional District to create a conflict.

Any contract or agreement entered into between the Regional District and a supplier must clearly indicate that the supplier has complied with this policy.

19. Written purchase orders must be issued for purchases of goods over \$1,000 with the exception of the following exempt items:

Page 6 of 8 Purchasing Policy March 2017

- Recurring monthly charges such as utilities, telephone, Municipal Finance Authority (MFA), credit card purchases, etc.
- Recurring annual charges such as subscriptions, association dues, office equipment contracts
- Payments to governments, investments, Government Agency services
- Professional Services insurance, solicitors, auditors, appraisers, surveyors
- Travel expenses
- · Meeting meals
- Education/ profession development fees
- Service Agreements/Contracts
- Petty Cash purchases
- 20. Two authorized signatories shall sign all cheques for payment of goods or services. Use of an electronic facsimile signature of the Board Chair is permitted.
- 21. All payments made by electronic funds transfer must follow the guidelines established by the General Manager of Finance and must be approved by an authorized signatory.
- 22. A monthly cheque register listing all cheques and electronic payments for the period will be presented to the Board for approval.

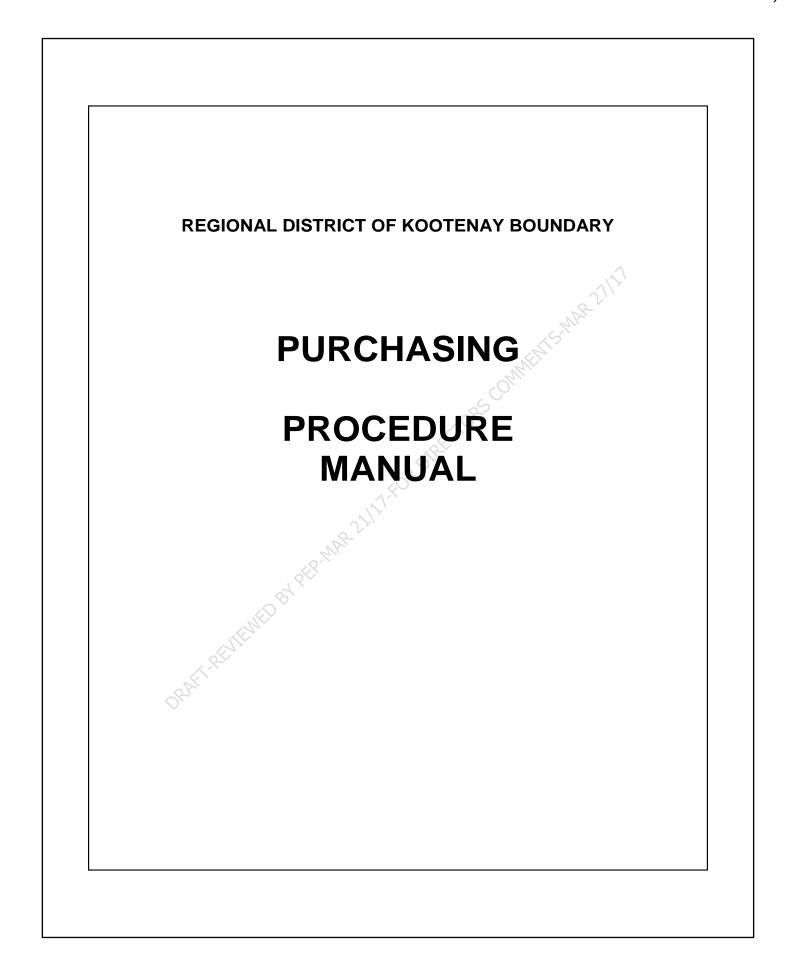
DRAFT - REVIEWED BY PEP - Mar 21/17 / FOR DIRECTORS COMMENTS - Mar 27/17

Page 7 of 8 Purchasing Policy March 2017

Appendix A Purchasing Category – Methods
The following table outlines the methods of purchase based on the type of good or service being procured and the purchase price (excluding GST). All purchases, regardless of method of purchase, must be authorized in accordance to the limits identified in the policy.

Purchasing Category	Value	Purchase Item Description	Purchase Method	Supporting Documents	Payment Method
	Less than \$1000	Operational Goods and Services	No formal purchasing process required	Invoice or receipt with authorized approval and g/I code	
General	\$1,001 to \$10,000	Operational Goods and Services	Documented comparison		.
Purchase	\$10,001 to \$25,000	All purchases	Three written quotes	Purchase Order	From invoice
	\$25,001 to \$50,000	All purchases	RFQ		
	Greater than \$50,000	Standardized items	RFT		
	Greater than \$50,000	Non-standardized items	RFP	Contract	
DRAFT - R	EVIEWED BY PEP - Less than \$1000	Construction of new buildings (engineering and infrastructure) or	No formal purchasing process required	Invoice or receipt with authorized approval and g/b code	27/17
Construction or Consulting Contracts	\$1,001 to \$10,000	renovations to existing buildings <u>or</u> Contracts with	Documented comparison	Purchase Order or Contract (as appropriate)	From invoice
contracts	\$10,001 to \$25,000 \$25,001 to \$50,000	individuals or firms who provide technical and professional	Three written quotes RFQ	Contract	
	Greater than \$50,000	services	RFP		
Recurring or Non- Competitive Expenditures	All amounts	Training and education expenses, refundable employee expenses, general expenses, professional and special services and utilities	No formal purchasing process required		From invoice; employee expense report, etc.

Page 8 of 8 Purchasing Policy March 2017





POLICY TITLE: Purchasing Procedures

ORIGINAL APPROVED BY BOARD OF DIRECTORS:

REVISED APPROVED BY BOARD OF DIRECTORS:

INTRODUCTION

This *Purchasing Procedure Manual* is intended for use as a guide to the Regional District of Kootenay Boundary (RDKB) Purchasing Methods in conjunction with the approved Purchasing Policy. When used in good judgment and common sense, procedures established herein will enable the RDKB to obtain needed supplies and services efficiently and economically. RDKB employees and appointed persons involved in the purchasing process should be familiar with, and adhere to, the guidelines set forth in the *Purchasing Procedure Manual*.

The cooperation of all parties is essential if the RDKB is to obtain the maximum value for each dollar spent. While this manual does not answer all questions related to purchasing, it does provide the foundation for a sound purchasing system.

The material in this *manual* is subject to revision to meet the often rapidly changing developments encountered in the field of purchasing and the economy.

Page 2 of 23 Purchasing Policy January 2017

PURCHASING PROCEDURES

PURCHASING PROCEDURES - DEFINITIONS

Delegated Employee - a person delegated purchasing authority by a Service Manager.

Long Term Contract – an agreement longer than that described in Section 174. (5) of the Community Charter, that being an expenditure not included in the five (5) year financial plan.

Capital Purchase – an individual item costing in excess of \$5,000 with a useful life exceeding one year. Sewer, water and building use a threshold of \$10,000 for capital purchases.

Petty Cash – an imprest fund provided to Service Managers or Fire Chiefs to be used for purchases of up to \$100 per transaction.

Request for Tender (RFT) – a formal competitive process to acquire a good or service that includes the public opening of sealed tenders and other formalities such as bid bonds and performance deposits.

Request for Proposal (RFP) - an invitation to offer suggestions on product or service supply interests, and which is not an Offer to Purchase or Invitation to Tender.

Request for Quotation (RFQ) - a request to provide information as to a price for a specific good or service verbally or in writing, and which is not an Offer to Purchase or Invitation to Tender.

Service Manager - the management staff person delegated responsibility for an RDKB service

Stakeholder Director - a Director whose Electoral Area or Municipality is participant to the subject RDKB service.

Social Impact Purchasing - process through which organizations consider not only value for money, but also social and environmental impacts when purchasing goods and services. The specific social impact to be measured shall be community economic development and employment.

Sole Sourcing - noncompetitive selection of a vendor for a product or service.

Page 3 of 23 Purchasing Policy January 2017

GUIDELINES

1. PETTY CASH

1.1 Purchases of up to \$100 may be made through the use of petty cash, without the issuance of a Purchase Order. Such expenditures shall be kept to a minimum and should represent extraordinary expenditures which are required immediately and not otherwise available. All Petty Cash vouchers shall be signed by the individual duly authorized by a Service Manager to make the purchase.

2. CREDIT CARDS

- 2.1 Credit cards are to be used for travel related expenses, incidental, and low value purchases, as well as certain online and US Dollar purchases and items required expeditiously where PO's are not available.
- 2.2 Detailed receipts, showing purchase details and taxes, with the general ledger code to be charged are to be submitted to the Finance Specialist weekly.

3. DELEGATED EMPLOYEE

3.1 Authorized signatories may delegate purchasing responsibility to an employee. The Purchasing Authorization form (Attachment A) must be completed and forwarded to the General Manager of Finance prior to undertaking purchasing activities.

4. PURCHASE ORDERS

- 4.1 Purchase orders shall consist of a three-part system: one copy is forwarded to the supplier, one copy, along with invoice, is submitted to the Finance Department, and one copy remains in the purchase order book. All purchase orders and invoices must be forwarded to the Finance Department in a timely manner.
- 4.2 Purchase orders are to be approved according to the level of purchasing authority as specified in the Purchasing Policy.
- 4.3 When an invoice is received, the issuer of the order, or designate, must confirm that the goods received are as requested and priced as quoted. Upon receipt of the invoice, it shall have the appropriate stamp applied i.e. date stamp and payable coding stamp. A duly authorized individual shall initial, signifying that the invoice is ready for payment. Invoice and attached documents shall be forwarded to the Finance Department for payment.

5. CHANGE ORDERS

Page 4 of 23 Purchasing Policy January 2017 5.1 Change orders may be signed off by the responsible staff member where the total purchases/project cost is still within a position's authorization limit.

6. SERVICE CONTRACTS

- **6.1** Service Contracts for expenses included in the current year financial plan may be signed to the level of purchasing authority.
- 6.2 Managers may not accept or sign a Service Contractor created Service Contract.
- 6.3 Managers may negotiate and award a contract for services that may take the following factors into account:
 - Description of what is being ordered (services sought) and delivered (the deliverable – the results). The description should focus on the outcome based on benchmarks or milestones rather than listing a series of tasks;
 - Describe the quality of the work and who determines if the quality is acceptable;
 - Description of form and timing of the deliverables;
 - Description of what happens if the deliverable is acceptable and if not acceptable;
 - Description of warranty over the work performed;
 - Provides proof of Worker Compensation Board (WorkSafeBC) insurance coverage;
 - RDKB listed as third party insured on contractor(s)' liability insurance policy
 of a minimum of \$2,000,000 but preferably of \$5,000,000 or more as risk
 exposure dictates;
 - Provides the RDKB indemnification rights if the service provider causes harm, injury or death to persons or damage to property while performing the service;
- 6.4 A sample Service Contract template is offered in Attachment D.

7. REQUEST FOR QUOTATIONS (RFQ)

7.1 RFQs are used to obtain quotes for specific known or identifiable products.

Page 5 of 23 Purchasing Policy January 2017

8. SUPPLIER SELECTION CRITERIA (RFQS)

- 8.1 Contracts shall be awarded to a qualified Supplier who offers the lowest, acceptable price (considering acquisition cost, disposal cost, residual value, training costs, maintenance cost, product performance, social and environmental impact) for the service or goods required and who meets the following criteria as well as any other specified criteria:
 - a) The ability, capacity and skill to perform the contract or provide an acceptable quality or service for the goods requested.
 - b) The ability to perform the contract or provide the material or service promptly or within the time specified without delay or interference.
 - c) If the Supplier has previous contracts the quality of the service in fulfilling, or providing goods, orders or services be taken into consideration.
 - d) The ability of the Supplier to provide acceptable after-service for the product provided.
 - e) An emergency exists and any delay associated with a competitive process would put life, limb or property in jeopardy or otherwise be contrary to the public interest.
 - f) The lowest bidder may not necessarily be awarded the contract if the above criteria are not met.

9. REQUEST FOR TENDER (RFT)

- 9.1 A formal proposal process used where items required are over \$50,000 and a vendor is required to complete a product or service.
- 9.2 Projects that involve major construction over \$50,000, building code applications or personnel safety shall be designed and tendered by qualified professionals with construction supervised by qualified firms or individuals.
- 9.3 Tender documents must include requirements for bid deposits, performance bonds and adequate liability insurance coverage to reduce the risk exposure to the RDKB.
- 9.4 When advertising for tender calls, the advertising shall specify a final submission deadline that coincides with "tender opening" time and all tenders shall be advertised either through B.C. Bid, or in the classified section of at least one local newspaper. All tenders shall be opened publicly in the presence of at least two appropriate RDKB Staff.

Page 6 of 23 Purchasing Policy January 2017 9.5 Advertising shall be in compliance with the Agreement on Internal Trade (AIT) and New West Partnership Trade Agreement (NWPTA). (For example service contracts exceeding \$75,000 in total, contract for goods in excess of \$75,000 and construction contracts expected to exceed \$200,000 to be offered nationally through BC Bid.)

10. REQUEST FOR TENDER (RFT) AND REQUEST FOR QUOTATIONS (RFQ)

- 10.1 RFTs and RFQs are appropriate where:
 - a) definite methodologies, performance standards and/or specifications exist and will be used;
 - b) the inputs and outputs can be clearly defined in advance;
 - the award may be made to the tender that contains the lowest price and that meets all specified conditions and qualifications.

11. REQUEST FOR TENDER

- 11.1 Invitations to Tender should be sent to suppliers by mail, e-mail or fax and when applicable, newspaper-advertised. Requests for Tender should clearly state the return address, time and date required. Service contracts exceeding \$75,000 in total, contract for goods in excess of \$75,000 and construction contracts expected to exceed \$200,000 must be offered nationally through BC Bid (see Attachment C).
- 11.2 The RDKB shall establish objective selection criteria for the awarding of contracts. This shall be done prior to inviting bids and proposals.
- 11.3 The selection criteria shall be consistent with the principles of probity and economy, and effective program delivery.
- 11.4 The selection criteria shall be the same as those set forth in the Solicitation Documents section.
- 11.5 Evaluation criteria and the relative weights to be assigned to each criteria shall be stated in all solicitations for service contracts.

12. TENDER DOCUMENTS

12.1 When preparing RDKB Tender Documents, the following should be considered:

Page 7 of 23 Purchasing Policy January 2017

- a) **Tendering Period:** In general, from the date of issuance of the Tender to potential suppliers, a period of at least 10 working days should be allowed for the tender participant to prepare his/her bid.
- b) Bid Deposit: Bid deposits or surety shall be prescribed on the public notices inviting bids. Unsuccessful bidders shall be entitled to return of that deposit or surety without interest on funds in deposit within thirty (30) days of tender award.
- c) Performance Bonds: The RDKB shall require a Performance Bond or surety before entering a bid-based contract over \$100,000, and in such amount as shall be found necessary to protect the best interests of the RDKB in the performance of the contract or delivery of services and materials.
- d) Insurance: The RDKB requires a minimum of Two Million Dollars Comprehensive Liability Insurance coverage from Contractors working on RDKB projects with RDKB identified as an additional named insured.
- Workers' Compensation Board (WCB): Contractors engaged by the RDKB must be registered in good standing with the Workers' Compensation Board.
- f) Mandatory Site Meetings or Job Inspections: When it is in the best interest of the RDKB to include in the Tender Call a mandatory site meeting or job inspection, the Service Manager, along with respective other personnel, should attend these meetings and formally record the names of the attending company representatives. Where applicable, minutes of these meetings should be recorded. Tenders will not be considered from firms that did not attend a mandatory site meeting or inspection.
- g) **Bidder Log:** A record of all persons or companies picking up tender documents should be maintained. For electronic tendering, a process must be in place to ensure potential bidders receive updates and addendums.
- Changes or addendums: Prior to a tender call, changes or addendums must be provided in writing to all bidders.
- Selection Criteria: Disclosing any preferential clauses should be included in tenders and detailing criteria and weighting methods to be used in evaluating bids or proposals.

13. RECEIVING OF TENDER

Page 8 of 23 Purchasing Policy January 2017

- 13.1 All Tender envelopes shall be stamped or handwritten showing the time of receipt and signed by the RDKB Reception or other designated Staff.
- 13.2 A list of tenders received shall be kept.
- 13.3 Tenders received are to be kept in a secure place such as a vault or safe.
- 13.4 All Staff who may be involved with receipt of tenders are to be notified of the required procedures to ensure tenders are not inadvertently opened or delivered to incorrect locations.
- 13.5 Revisions to the tenders are to be attached to the relevant submission. All revisions to the tender sum must show an increase or reduction only.
- **13.6** Revisions to the tender may be submitted by email or fax if deemed acceptable to the receiver.
- 13.7 The RDKB staff should attempt to notify bidders of any obvious irregularities in the receipts of the tenders prior to tender opening to avoid post opening disputes.

14. REVISIONS TO TENDERS

- 14.1 Any revisions to a tender must be submitted in writing prior to the time of opening of tenders. A change in price must state only the difference to be added or deducted. The revised price must not be stated. A facsimile is acceptable only if we have stated such in the tender package.
- 14.2 Telephoned revisions to a tender price, including those that may originate from facsimile, are not acceptable. The written confirmation must be received by the RDKB at the place designated for the receipt of tenders prior to the designated closing time.

15. OPENING OF TENDERS

15.1 Tender opening shall at all times be formal, correct and well documented. Two (2) RDKB Staff members shall be the minimum number in attendance.

16. PRIOR TO OPENING TIME

16.1 A suitable tender opening record shall be prepared for each opening.

Page 9 of 23 Purchasing Policy January 2017 16.2 The RDKB staff present should check their watches or clocks prior to the opening time to ensure their accuracy and to ensure the tenders are not opened prematurely or that late tenders are accepted.

17. THE OPENING

- 17.1 No reasonable request for attendance at the tender opening shall be refused.
- 17.2 At the correct time the RDKB staff member shall announce the time and advise that no further tenders will be received.
- 17.3 Tenders should be opened, checked to see if they contain appropriate bonds or sureties, if applicable.
- 17.4 The information in the tender should be clearly announced.
- 17.5 The tender should be initialed by the RDKB personnel in attendance and the amount recorded on the tender opening document.
- 17.6 Tender documents must be kept intact and not be made available to the public. The public should only be advised of the final bid price.
- 17.7 Late tenders shall not be opened and shall be returned to the bidder with a letter of explanation.
- 17.8 Staff should not give any indication of who the tender will be awarded to or any opinions on legality of bids until after the formal review.

18. REVIEW OF TENDERS

- **18.1** Tenders that were opened are to be carefully analyzed for compliance with the contract documents.
- 18.2 The RDKB reserves the right to waive informalities in, or reject any or all tenders, or accept any tender deemed most favourable to the interest of the RDKB.
- **18.3** Any changes or qualifications made to the tender form may be the cause of disqualification.
- **18.4** Tenders with errors, omissions or other non-compliance considered to give a bidder an unfair advantage, may be rejected.
- 18.5 Tenders not meeting the requirements of the tender documents, may be rejected.

Page 10 of 23 Purchasing Policy January 2017

- 18.6 If there are extension errors on a tender, the unit price will prevail.
- **18.7** Contracts shall be awarded solely on the basis of the criteria set forth in the solicitation documents.
- **18.8** In the case of RFTs and RFQs, contracts shall be awarded to the qualified bidder, meeting the terms and conditions of the solicitation document.
- 18.9 If the full life-cycle costs of proposed solutions are to be taken into account when evaluating proposals, the solicitation documents must make provision to do so. This could be appropriate, for example, when the construction and future operating costs resulting from two alternative engineering designs will vary significantly.

19. SUPPLIER SELECTION CRITERIA (RFT)

- 19.1 Contracts shall be awarded to a qualified Supplier who offers the lowest, acceptable price for the service or goods required and who meets the following criteria as well as any other specified criteria:
 - The ability, capacity and skill to perform the contract or provide an acceptable quality or service for the goods requested.
 - b) The ability to perform the contract or provide the material or service promptly or within the time specified without delay or interference.
 - When applicable, the quality shown in fulfilling previous contracts, or providing goods, orders or services be considered.
 - d) The ability of the Supplier to provide acceptable after-service for the product provided.
 - e) Social impact,
 - f) The lowest bidder may not necessarily be awarded the contract if the above criteria are not met. If no bid meets the tender requirements or are within the project budget, all tenders should be rejected by the Board.

20. AWARD RECOMMENDATION

20.1 The recommendation for award of Purchase or Supply Contract, after evaluation of all proposals is complete, should be addressed to the RDKB Board for inclusion on the next Board meeting agenda.

> Page 11 of 23 Purchasing Policy January 2017

21. AWARD

21.1 Following resolution by the Board, the successful bidder must be contacted and all unsuccessful bidders should be notified. Bid bonds can be returned to unsuccessful bidders once a contract is signed by the successful bidder.

22. REQUEST FOR PROPOSAL

- 22.1 A RFP may be initiated where:
 - a) the District is unsure of the best solution to a particular situation;
 - b) the District would like to see what the experts suggest;
 - c) the requirement is complex;
 - d) the program is new and the District would like ideas on how to deliver it; or
 - the District would like to see if there is an alternative to the way it usually acquires the product or service.

23. RFP INFORMATION AND INSTRUCTIONS

- 23.1 An RFP may provide the following information and instructions:
 - a) reasons for the RFP;
 - b) suggested approach;
 - c) format for reporting on progress of contract; and
 - d) deadlines for interim and final reports.

24. RFP ADDITIONAL INFORMATION

- 24.1 Proponents should be requested to provide the following additional information in response to an RFP:
 - a) a description of the approach to be taken in performing the work;

Page 12 of 23 Purchasing Policy January 2017

- the names, qualifications and experience of their staff who will work on the project;
- c) a timetable for completion of each phase of the work; and
- d) the names of former clients for whom the proponent has performed similar work, and who may be used as references.

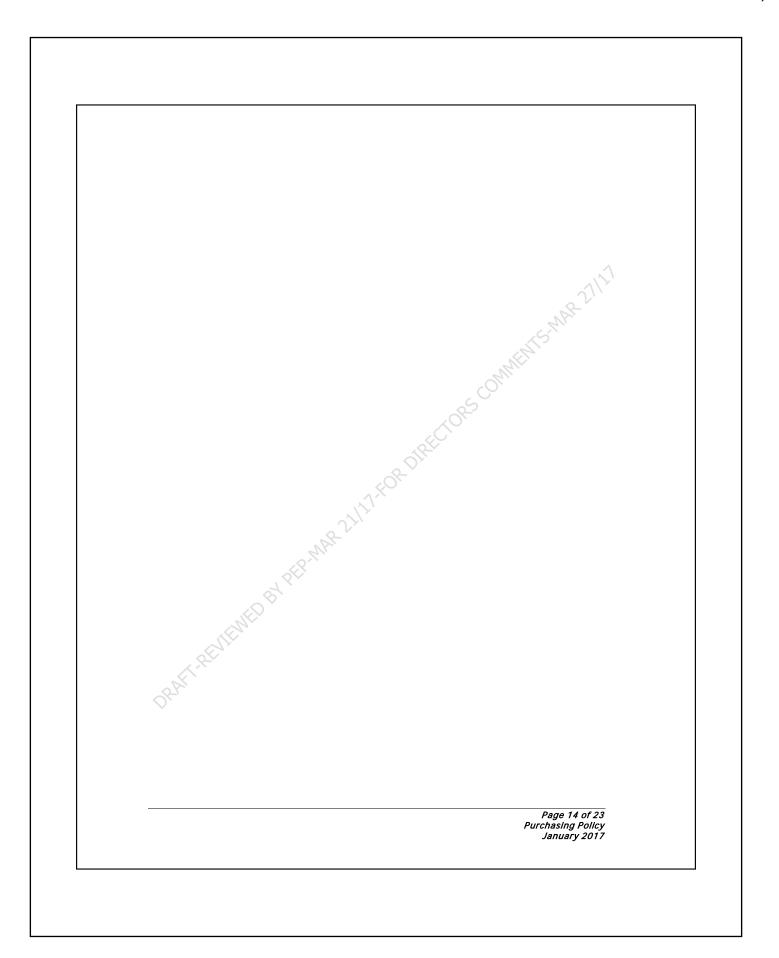
25. SITE VISITS/BRIEFING SESSIONS

25.1 If an assignment is complex, site visits and/or briefing sessions may be arranged for potential bidders (see Attachment A).

26. SUPPLIER SELECTION CRITERIA (RFP)

- 26.1 In the Request for Proposal, price is generally just one of the evaluation criteria. Other criteria could include such factors as the proponent's experience, skills of the proposed project team, appropriateness and creativity of proposed solution, or the proponent's sensitivity to the needs of the RDKB and its clients.
- 26.2 For a proposal to be accepted, it shall meet all mandatory conditions and eligibility requirements specified in the solicitation documents.
- **26.3** Since the work or services cannot be precisely defined, the RDKB shall take various factors into account other than cost, when selecting contractors. Examples of other factors are:
 - a) proposed methodology;
 - b) compatibility with existing systems and processes;
 - the contractor's qualifications such as: professional accreditations, expertise and experience, availability, previous performance, and financial stability
- 26.4 With an RFP, the contract shall be awarded to the proponent whose proposal meets all mandatory proposal requirements, and achieves the highest overall rating of all evaluation criteria specified in the solicitation documents.
- 26.5 The RDKB shall fully document the reasons for the selection of successful contractors. This information shall be retained with other tendering documentation for possible requests under the Freedom of Information and Protection of Privacy Act and for use in any dispute settlement proceedings under the Agreement on Internal Trade.

Page 13 of 23 Purchasing Policy January 2017



ATTACHMENT A				
	District of Kootenay Bou			
Service:	Effective Date:			
The following persons are authorized	to sign purchase orders:		271	, ,
NAME	SIGNATURE	INITIALS	LIMITS	
			and the second	
		60		
The following persons are authorized	to approve invoices for payr	ments and sign ch	eque requisition forms:	
NAME	SIGNATURE	INITIALS	LIMITS	
	.O-V			
	1,2,7			
	MAR			
Service Manager Approval				
B				
Date				
	lities and Authority 4 - delegati	es can be authorize	to a maximum of \$3,000.	
Note: As per Purchasing Policy - Responsibi				
Note: As per Purchasing Policy - Responsibi				
Note: As per Purchasing Policy - Responsibi				
Note: As per Purchasing Policy - Responsibi				
Note: As per Purchasing Policy - Responsibi				

ATTACHMENT B

Terms of Reference

The Terms of Reference describe the project that is to be contracted out. This information is required by potential contractors when preparing bids and proposals, and by the RDKB when evaluating bids and proposals.

The process of preparing the terms helps the RDKB define the project's objectives and methods.

The Terms of Reference may become part of the contract, by being incorporated directly into it or by being appended to it as a specified schedule.

Eventually, if the Terms of Reference do become an integral part of the contract, they form the basis for a post-contract evaluation report.

The Terms of Reference should generally include:

- project background;
- project objectives;
- project location;
- completion date;
- methods and procedures for fulfilling the contract, including scope and restrictions;
- resources to be used, e.g. staff and equipment;
- a clear description of outputs required, including quality and quantity;
- risk and critical success factors;
- performance standards (quantitative and qualitative);
- required interim progress reports on inputs, outputs and quality, and their frequency;
- inspection, monitoring and progress reporting;
- insurance and bonding requirements;
- assessable damage costs;
- payment or hold back provisions;
- name and title of RDKB contact from whom further information may be obtained;
- criteria and weighting methods to be used for evaluating bids or proposals.

Page 16 of 23 Purchasing Policy January 2017

ATTACHMENT C

New West Partnership Trade Agreement

- Requires national advertising of projects where the anticipated procurement value is \$75,000 or more for goods, \$75,000 or more for services, \$200,000 or more for construction.
- Advertising on BC Bid meets requirements for national advertising.
- Prohibits discriminatory practices as follows:

Discriminatory Practices

As defined by Agreement, discriminatory procurement practices not allowed under this Annex include, but are not limited to:

- a) extending a preference for local or domestic goods, services or suppliers;
- imposing conditions on the invitation to tender, registration requirements or qualification procedures that are based on the location of a supplier's place of business;
- c) using a technical specification or conformity assessment procedure with the purpose or effect of creating unnecessary obstacles to trade;
- d) the timing of events in the tender process so as to prevent suppliers from submitting bids;
- e) the specification of quantities or schedules that may reasonably be judged as deliberately designed to prevent suppliers from meeting the requirements of the procurement;
- f) using price discounts or preferential margins in order to favor particular suppliers;
- g) applying fees or other costs to particular suppliers, except to the extent that any difference can be justified by an actual cost-of-service differential;
- h) limiting participation in a procurement only to suppliers that have previously been awarded one or more contracts by a procuring entity;
- i) requiring prior experience where not essential to meet the requirements of the procurement; and

Page 17 of 23 Purchasing Policy January 2017 j) providing information so as to give one supplier an advantage over other suppliers.

Exceptions - Circumstances for Exclusions under Agreement on Internal Trade

The following are the exceptions for the purposes of the Agreement on Internal Trade:

- a) where an unforeseeable situation of urgency exists and the goods, service or construction cannot be obtained in time by means of open procurement procedures;
- b) where goods or consulting services regarding matters of a confidential or privileged nature are to be purchased and the disclosure of those matters through an open tendering process could reasonably be expected to compromise government confidentiality, cause economic disruption or otherwise be contrary to the public interest;
- c) where a contract is to be awarded under a cooperation agreement that is financed, in whole or in part, by an international cooperation organization, only to the extent that the agreement between the entity and the organization includes rules for awarding contracts that differ from the obligations set out in AIT Chapter Five (Procurement);
- d) where construction materials are to be purchased and it can be demonstrated that transportation costs or technical considerations impose geographic limits on the available supply base, specifically in the case of sand, stone, gravel, asphalt, compound and pre-mixed concrete for use in the construction or repair of roads;
- e) where compliance with the open tendering provisions required under AIT Chapter Five (Procurement) would interfere with a Party's or entity's ability to maintain security or order or to protect human, animal or plant life or health; and
- f) in the absence of receipt of any bids in response to call for tenders.

Exceptions – Circumstances for Sole Supplier Procurement

The following are the exceptions for the purposes under the Agreement under Internal Trade:

 a) to ensure compatibility with existing products, to recognize exclusive rights, such as exclusive licenses, copyright and patent rights, or to maintain specialized products that must be maintained by the manufacturer or its representative;

> Page 18 of 23 Purchasing Policy January 2017

- b) where there is an absence of competition for technical response and the goods or services can be supplied only by a particular supplier and no alternative or substitute exists;
- for the procurement of goods or services the supply of which is controlled by a supplier that is a statutory monopoly;
- d) for the purchase of goods on a commodity market;
- e) for work to be performed on or about a leased building or portions thereof that may be performed only by the lessor;
- f) for work to be performed on property by a contractor according to provisions of a warranty or guarantee held in respect of the property or the original work;
- g) for a contract to be awarded to the winner of a design contest;
- h) for the procurement of a prototype of a first good or service to be developed in the course of and for a particular contract for research, experiment, study or original development, but not for any subsequent purchases;
- for the purchase of goods under exceptionally advantageous circumstances such as bankruptcy or receivership, but not for routine purchases;
- j) for the procurement of original works of art;
- k) for the procurement of subscriptions to newspapers, magazines or other periodicals; and
- I) for the procurement of real property.

Page 19 of 23 Purchasing Policy January 2017

ATTACHMENT	D - Service	Contract
AIIACHIVIENI	D - Service	Contract



(b) BILLING DATE:

year first above written.

Regional District of Kootenay Boundary 202 – 843 Rossland Avenue, Trail, BC

V1R 4S8

Phone: (250)368-9148

or 1-800-268-7325 (within BC)

Fax: (250)368-3990 E-mail: rdkb@rdkb.com

SERVICE CONTRACT

File #:

Purchase Order #:

Project:

•	E-mail : rdkb@rdkb.com		,
THIS AGREEMENT	executed in duplicate and dated	for reference the:	(2)
	day of		27/
(Day)	(Month)	(Year)	- NAP
	f Kootenay Boundary		15.7
	ne "Regional District") ANI		
at the following addr		(hereinafter called	the "Contractor")
202 - 843 Rossland	Avenue,	at the following ac	ldress:
Trail, BC		- (
V1R 4S8			
Telephone #: (250)	368-9148	Telephone #:	
		Worker Compensa	ation Board Insurance #:
AGREE AS FOLLO	WS:		
		.02	
SCHEDULE A – SE		- 0)	
(a) THE CONTRAC	TOR shall provide the following	Services:	
İ		201	
	/		
(b) TEDM Noted		district American and an action of the state of	
			ne services described in Schedule
"A" nereor ("the	Services") commencing on	and end	ing on
	(the "Term)		
(c) Location:	274		
(c) Location:			
SCHEDIII E B _ CC	NTRACT PAYMENT		
		DKR Director of Einance b	pefore any payment shall become
due to the Contracto		DIECTOLOL FINANCE D	before any payment snan become
due to the Contracto	n.		
(a) CONTRACT PR	ICE/PATE		
(a) CONTRACT FR	IOL/IVATE.		

In signing this Agreement, the Contractor certifies understanding the additional conditions appearing on the reverse of this form. IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the day and

Page 20 of 23 Purchasing Policy January 2017

THE CORPORATE SEAL OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY	THE CORPORATE SEAL OF
Chair	Signing Officer
Chief Administrative Officer	Position

THE CONTRACTOR

- 1. The Contractor shall:
 - (a) Undertake all work and supply all materials necessary to perform the Services, unless stipulated otherwise in Schedule A;
 - (b) Upon the request of the Regional District of Kootenay Boundary (herein after called the RDKB) fully inform the RDKB of the work done by the Contractor in connection with the provision of the Services and permit the RDKB at all reasonable times to inspect, review and copy all works, productions, buildings, accounting records, findings, data, specifications, drawings, working papers, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Contractor as a result of this agreement;
 - (c) Comply with all applicable municipal, provincial and federal legislation and regulations;
 - (d) At its own expense, obtain all permits and licenses necessary for the performance of the Services, and on request provide the RDKB with proof of having obtained such licenses or permits;
 - (e) Promptly pay all persons employed by it;
 - (f) Not assign this Agreement, not subcontract any of its obligations under this Agreement, to any person, firm or corporation without the prior written consent of the RDKB;
 - (g) At all times, exercise the standard of care, skill and diligence normally exercised and observed by persons engaged in the performance of services similar to the Services:
 - (h) At all times, treat as confidential all information and material supplied to or obtained by the Contractor or subcontractor as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the RDKB;
 - (i) Not perform any service for any other person, firm or corporation which, in the reasonable opinion of the RDKB, may give rise to a conflict of interest;
 - (j) Be an independent Contractor and not the servant, employee or agent of the RDKB;
 - (k) Ensure all persons employed by it to perform the Services are competent to perform them, adequately trained, fully instructed and supervised;
 - Accept instructions from the RDKB, provided that the Contractor shall not be subject to the control of the RDKB in respect of the manner in which such instructions are carried out;

SERVICE CONTRACT

- (m) At its own expense, obtain Workers Compensation Board (WorkSafeBC) coverage for itself, all workers and any shareholders, directors, partners or other individuals employed or engaged in the execution of the Workers Compensation Act and regulations thereunder. Upon request, the Contractor shall provide the RDKB with proof of such compliance;
- (n) Be responsible for all fines, levies, penalties and assessments made or imposed under the Worker's Compensation Act and regulations relating in any way to the Services, and indemnify and save harmless fines, levies, penalties and assessments;

Page 21 of 23 Purchasing Policy January 2017

- (o) Ensure that all personnel hired by the Contractor to perform the Services will be the employees of the Contractor and not to the RDKB with the Contractor being solely responsible for the arrangement of reliefs and substitutions pay supervision, discipline, employment insurance, workers compensation, leave and all other matters arising out of the relationship of employer and employee;
- (p) Not in any manner whatsoever commit or purport to commit the RDKB to the payment of any money;
- (q) Establish and maintain time records and books of account, invoices, receipts, and vouchers of all expenses incurred;
- (r) Notwithstanding the provision of any insurance coverage by the RDKB, indemnify and save harmless the RDKB, its successor(s), assign(s) and authorized representative(s) and each of them from and against losses, claims, damages, actions, and causes of action (collectively referred to as "Claims"), that the RDKB may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor or its subcontractor(s), servant(s), agent(s) or employee(s) under this Agreement, excepting always that this indemnity does not apply to the extent, if any, to which the Claims are caused by errors, omissions or the negligent acts of the RDKB its other contractor(s), assign(s) and authorized representative(s) or any other persons;
- (s) Use due care that no person or property is injured and no rights infringed in the performance of the Services, and shall be solely responsible for all losses, damages, costs and expenses in respect to any damage or injury, including death, to persons or property incurred in providing the Services or in any other respect whatsoever.;
- (t) Obtain and maintain in force, during the Term, adequate insurance as determined by the Contractor, or as specified by the RDKB in writing. If the RDKB requires the Contractor to purchase and maintain a policy of General Liability Insurance, the policy shall name the RDKB as An Additional Insured;
- (u) Inspect the site where the Services are to be performed (the "Site") and become familiar with all conditions pertaining thereto prior to commencement of the Services;
- (v) Where materials and supplies are to be provided by the Contractor, use only the best quality available;
- (w) Where samples of materials or supplies are requested by the RDKB, submit them to the RDKB for the RDKB's approval prior to their use;
- (x) Not cover up any works without the prior approval or consent of the RDKB and, if so required by the RDKB, uncover such works at the Contractor's expense; and
- (y) Keep the Site free of accumulated waste material and rubbish caused by it or the Services and, on the completion of the Services or at the end of the each work day, at the determination of the RDKB, leave the Site in a safe, clean and sanitary condition at a

- frequency at the discretion of the RDKB up to and including on a daily basis.
- (z) Warranted that neither it nor any of its officers or directors, or any employee with authority to bind the Bidder, has any financial or personal relationship or affiliation with any elected official or employee of the Regional District or their immediate families which might in any way be seen by the Regional District to create a conflict

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY

- 2. The RDKB shall:
 - (a) subject to the provisions of this Agreement, pay the Contractor, in full payment for the Services which in the opinion of the RDKB at the times set out is Schedule "B" of this Agreement (herein called "Contract Price"), and the Contractor shall accept such payment as full payment for the Services;
 - (b) notwithstanding Subsection 2(a), not be under any obligation to advance to the Contractor more than 90% of the Contract Price for Services rendered in accordance with Schedule "A" to the satisfaction of the RDKB. The 10% holdback shall be retained for a period of 40 days after completion of the Services, and interest shall not be payable on the amount held back by the RDKB;
 - (c) at it's discretion, holdback from the Contract Price in addition to the 10% holdback contemplated in Subsection 2(c), sufficient monies to indemnify the RDKB completely against any lien or claim of lien arising in connection with the provision of the Services;
 - (d) make available to the Contractor all available information considered by the RDKB to be pertinent to the Services:
 - (e) give the Contractor reasonable notice of anything the RDKB considers likely to materially affect the provision of the Services; and
 - (f) examine all studies, reports, sketches, proposals and documents provided by the Contractor under this Agreement, and render decisions pertaining thereto within a reasonable time.

TERMINATION

- In the event of a substantial failure of a party to perform in accordance with the terms and conditions of this Agreement, it may be terminated by the other party on five days written notice.
- 4. The RDKB may, at its sole discretion, terminate this Agreement on 10 days notice, and the payment of funds required to be made pursuant to Section 5 shall discharge the RDKB of all of it's liability to the Contractor under this Agreement.
- 5. Where this Agreement expires or is terminated before 100% completion of the Services, the RDKB shall pay to the Contractor that portion of the Contract Price which is equal to the portion of the Services completed to the satisfaction of the RDKB prior to expiration or termination.
- Where the Contractor fails to perform or comply with the provisions of this Agreement the RDKB may, in addition to

Page 22 of 23 Purchasing Policy January 2017 terminating this Agreement, pursue such remedies as it deems necessary.

GENERAL

- 7. The RDKB shall be the sole judge of the work, material and the standards of workmanship in respect of both quality and quantity of the Services, and his decision on all questions in dispute with regard thereto, or as to the meaning and intentions of this contract, and as to the meaning or interpretation of the plans, drawings and specifications, shall be final, and no Services shall be deemed to have been performed as to entitle the Contractor to payment therefrom, until the RDKB is satisfied therewith.
- The RDKB certifies that the Service purchased pursuant to this Agreement are for the use of and are being purchased by the RDKB and are therefore SUBJECT TO THE FEDERAL GOODS AND SERVICES TAX.
- This Agreement shall be governed by and construed in accordance with the Regional District of Kootenay Boundary.
- 10. Time shall be of the essence of this Agreement.
- 11. Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designate by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
- 12. This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.
- 13. A waiver of any provision or breach by the Contractor of any provision of this Agreement shall be effective only if it is in writing and signed by the RDKB.
- 14. A waiver under Section 13 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
- 15. Everything produced, received or acquired (the "Material") by the Contractor or subcontractor as a result of this Agreement, including any property provided by the RDKB to the Contractor or subcontractor, shall:
 - (a) be the exclusive property of the RDKB; and
 - (b) be delivered by the Contractor to the RDKB immediately upon the RDKB giving notice of such request to the Contractor.
- 16. The copyright in the Material belongs to the RDKB.
- 17. The RDKB may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed.
- 18. Where the Contractor is a corporation, it does hereby covenant that the signatory hereto has been duly authorized by the requisite proceedings to enter into and execute this Agreement on behalf of the Contractor.
- 19. Where the Contractor is a partnership, all partners are to execute this Agreement.
- Sections 1 b), i), j), r), and 16 of this Agreement will, notwithstanding the expiration or earlier termination of the Term, remain and continue in full force and effect.

Page 23 of 23 Purchasing Policy January 2017



POLICY TITLE: Purchasing Policy

ORIGINAL APPROVED BY BOARD OF DIRECTORS:

REVISED APPROVED BY BOARD OF DIRECTORS:

OBJECTIVE/PHILOSOPHY

The objective of the purchasing policy is to ensure that all goods and services be acquired on a competitive, fair and open basis in a manner that is efficient, accountable and maximizes value and to ensure that the acquisition of goods and services meet the requirements of the *Community Charter*, the Local Government Act, the Agreement on Internal Trade (AIT) and the New West Partnership Trade Agreement (NWPTA) competitive bidding law.

The philosophy of the Regional District of Kootenay Boundary (the District) is that preference will be given to the purchase of goods that minimize adverse environmental impacts and that promote recycling, re-use and reduction of waste.

GUIDING PRINCIPLES

The District's Procurement Policy is guided by the following principles which set the standard for performance:

- 1. Procure the goods and service requirements in an efficient, timely and cost effective manner while maintaining the necessary controls;
- 2. The District shall promote a procurement process and make decisions that are consistent with the strategic goals and objectives of the District;
- 3. Engage in an open bidding process while ensuring availability to all qualified or pre-qualified bidders;
- 4. Ensure maximum value is obtained during the acquisition of goods and services, including, where appropriate, the total cost of the product purchased. Total costs

Page 1 of 8 Purchasing Policy March 2017

- may include but not be limited to acquisition cost, disposal cost, residual value, training cost, maintenance cost, product performance and environmental impact;
- 5. Procure goods and services, taking into account wherever practical, the commitment to the environment and energy savings;
- 6. Ensure the acquisition of goods and services meet the requirements of applicable legislation/regulations;
- 7. Ensure that maximum value is realized when disposing of surplus goods, materials and equipment;
- 8. Ensure that the procurement policy is compliant with the *Freedom of Information and Protection of Privacy Act*; and
- 9. Recognize the value of social impact purchasing, assuming compliance with relevant legislation such as NWPTA and AIT, and assuming their pricing, quality and experience are comparable with non-local suppliers. It is recognized that support to local suppliers may provide a social return to communities as it enhances economic development and community resilience.
 - a. The specific social impact that shall be measured for the purposes of this policy and the related procedure shall be community economic development and employment.

In addition to the principles outlined above, District employees will demonstrate ethical purchasing behavior including:

- 1. **Declaration of Interest -** An employee who has a direct or indirect interest with the supplier should disclose this relationship and will be excluded from the quote or tender process.
- Confidentiality and Accuracy of Information The confidentiality of information received in the course of duty must be respected and should not be used for personal gain; information given in the course of duty should be true and fair and not designed to mislead.
- 3. **Competition -** While considering the advantages of the District maintaining a continuing relationship with a supplier, any arrangement which might prevent the effective operation of fair competition should be avoided.
- 4. **Business Gifts and Hospitality -** To preserve the image and integrity of the employee and employer, business gifts other than items of small intrinsic value should not be accepted. Reasonable hospitality is an accepted courtesy of a

Page 2 of 8 Purchasing Policy March 2017 business relationship. The frequency and nature of gifts or hospitality accepted should not be allowed whereby the recipient might be or might be deemed by others to have been influenced in making a business decision as a consequence of accepting such hospitality or gifts.

5. **Discrimination and Harassment -** No employee shall knowingly participate in acts of discrimination or harassment towards a person that he/ she has business relations with.

DEFINITIONS

- 1. **Board** elected officials that make up the Regional District Board of Directors
- 2. **District** Regional District of Kootenay Boundary
- 3. **Service Manager** the management staff person responsible for delivery of service
- 4. **Delegated Employee** employee authorized to purchase goods and services as identified by a Service Manager/General Manager or CAO
- 5. Local Area area that comprises the Regional District of Kootenay Boundary
- 6. **Local Vendor/Bidder** must have a physical address within the local area and for the purposes of this policy must:
 - i) possess a valid business license if required by the area, and
 - ii) have a principal business office or satellite with at least one full time employee located in the area
 - Vendors seeking recognition of local status will be required to sign a statement that the vendor meets the above qualifications
- 7. **Volunteer** a person who provides his/her services without any express or implied promise of remuneration
- 8. **Request for Quote (RFQ)** a request to provide information as to a price for a specific good or service verbally or in writing, and which is not an Offer to Purchase or Invitation to Tender
- Request for Proposal (RFP) an invitation to offer suggestions on product or service supply interests, and which is not an Offer to Purchase or Invitation to Tender
- 10. Request for Tender (RFT) a formal tendering process used where project specifications and result are known which includes providing an overview of the products or services required, public opening of sealed tenders and other formalities such as bid bonds and performance deposits
- 11. **Social Impact Purchasing (SIP) –** process through which organizations consider not only value for money, but also social and environmental impacts when purchasing goods and services.
- 12. **Sole-Sourcing** noncompetitive selection of a vendor for a product or service.

Page 3 of 8 Purchasing Policy March 2017

RESPONSIBILITIES AND AUTHORITY

- 1. All departments, employees, elected officials and volunteers of the District must follow the approved Purchasing Policy.
- 2. The General Manager of Finance is responsible for the administration of the Purchasing Policy.
- 3. Service Managers, General Managers and CAO are responsible for ensuring the Purchasing Policy is followed within their areas of control.
- 4. Purchasing and supply management activities are decentralized by service, which are delegated the responsibility and authority for acquiring goods, equipment, services and construction for all operational and capital requirements as per Appendix A Purchasing Category - Methods within the following authorization limit:

AMOUNT	AUTHORIZED
\$0 - \$3,000	Delegated Employee
Up to \$20,000	Service Manager
Up to \$50,000	General Manager
\$50,000 - \$100,000	Service Manager with the approval of the General Manager of Finance and/or Chief Administrative Officer
\$100,000 and up	Service Manager with the approval of the General Manager of Finance, Chief Administrative Officer, with Board approval

- 5. In the absence of the Chief Administrative Officer, the purchasing authority of this position will be exercised by the General Manager, Operations/Deputy CAO.
- 6. Approvals of Purchase Commitments must relate only to the authorized employee's own area of responsibility.

Page 4 of 8 Purchasing Policy March 2017

- 7. Procurement documentation, where required, must be in place before any goods or services can be ordered.
- 8. The authority for expenditures is the current year of the Financial Plan which the Board has adopted or amended. No purchase commitment shall be made by any employee of the District, unless it falls within the current budget or Board resolutions approving budget changes. Department Managers may exceed their line by line budget provided this overage is balanced within the service. However, there may not be spending on projects or items not approved in the five-year financial plan approved by the board.
- 9. Purchase Commitments must not be made where budget over-expenditure will result and it is the responsibility of each Service Manager and/or General Manager to ensure that this requirement is complied with.
- 10. All acquisitions/service contracts must comply with WorkSafe BC legislation, labor legislation, employee collective agreements, tax legislation and other legislative and regulatory requirements.
- 11. In emergency situations, where life, limb, property or environment is at risk, formal documentation and approvals may be acquired after the fact but shall be obtained as soon as possible.
- 12. Standing Purchase Orders/Service Contracts or Agreements: In order to guarantee a continuous supply of goods and services which are required on a day-to-day basis, while at the same time assuring that the competitive bidding systems are followed, a Standing Purchase Order or Service Agreement may be established. Such arrangements would be reviewed annually to ensure value for money.
- 13. Sole-source purchases: Sole-source purchases shall be negotiated and occur when supported by a documented business case and approved by the Chief Administrative Officer or General Manager of Finance to their authority limits with higher levels approved by the Board. This is provided that at least one of the following conditions applies:
 - i) an emergency exists and any delay associated with a competitive process would put life, limb, property or the environment in jeopardy or otherwise be contrary to the public interest;
 - ii) the services to be purchased are of a confidential or privileged nature and disclosure of these matters through an open bidding process could reasonably be expected to compromise government confidentiality, cause economic disruption or otherwise be contrary to the public interest;

Page 5 of 8 Purchasing Policy March 2017

- iii) only one contractor is qualified to perform the services, or the item being purchased is unique and only available from one source. A record of the reasons for direct awarding a contract should be retained;
- iv)on occasion, contracts may be awarded directly if it can be shown that the preferred contractor can deliver a superior product or deliver in a more timely fashion or offer greater perception of risk mitigation than competing companies or if the matter is of a proprietary nature; and
- v) where, in the opinion of the Board, upon receiving written advice from staff, it is in the best interests of the District to proceed with purchases from a sole source.
- 14. The Financial Services Manager may routinely review departmental procurement files to ensure the effectiveness and integrity of processes and policy adherence.
- 15. No contract or purchase shall be divided to avoid any requirements of this policy.
- 16. All background information, information submitted by vendors, purchase orders and other relevant information involved in obtaining prices for goods or services shall be retained for seven years, unless the contract period is beyond this period when in this case the records will be retained for six years past the expiry of the contract.
- 17. Purchasing procedures approved by the General Manager of Finance are to be used as a guideline and form information on purchasing goods or services in compliance with this policy.
- 18. Disclosure Requirements: All suppliers that express interest in providing goods or services to the District through a request for quotations, request for proposals or a tender will be required to warrant that neither it nor any of its officers or directors, or any employee with authority to bind the Bidder, has any financial or personal relationship or affiliation with any elected official or employee of the District or their immediate families which might in any way be seen by the Regional District to create a conflict.
 - Any contract or agreement entered into between the Regional District and a supplier must clearly indicate that the supplier has complied with this policy.
- 19. Written purchase orders must be issued for purchases of goods over \$1,000 with the exception of the following exempt items:

Page 6 of 8 Purchasing Policy March 2017

- Recurring monthly charges such as utilities, telephone, Municipal Finance Authority (MFA), credit card purchases, etc.
- Recurring annual charges such as subscriptions, association dues, office equipment contracts
- Payments to governments, investments, Government Agency services
- Professional Services insurance, solicitors, auditors, appraisers, surveyors
- Travel expenses
- Meeting meals
- Education/ profession development fees
- Service Agreements/Contracts
- Petty Cash purchases
- 20. Two authorized signatories shall sign all cheques for payment of goods or services. Use of an electronic facsimile signature of the Board Chair is permitted.
- 21. All payments made by electronic funds transfer must follow the guidelines established by the General Manager of Finance and must be approved by an authorized signatory.
- 22. A monthly cheque register listing all cheques and electronic payments for the period will be presented to the Board for approval.

Page 7 of 8 Purchasing Policy March 2017

Appendix A Purchasing Category – Methods
The following table outlines the methods of purchase based on the type of good or service being procured and the purchase price (excluding GST). All purchases, regardless of method of purchase, must be authorized in accordance to the limits identified in the policy.

Purchasing Category	Value	Purchase Item Description	Purchase Method	Supporting Documents	Payment Method
	Less than \$1000	Operational Goods and Services	No formal purchasing process required	Invoice or receipt with authorized approval and g/l code	
General	\$1,001 to \$10,000	Operational Goods and Services	Documented comparison	7	Funnishin
Purchase	\$10,001 to \$25,000	All purchases	Three written quotes	Purchase Order	From invoice
	\$25,001 to \$50,000	All purchases	RFQ		
	Greater than \$50,000	Standardized items	RFT		
	Greater than \$50,000	Non-standardized items	RFP	Contract	
	Less than \$1000	Construction of new buildings (engineering and infrastructure) or renovations to existing buildings or Contracts with individuals or firms who provide technical and professional services	No formal purchasing process required	Invoice or receipt with authorized approval and g/l code	
Construction or Consulting Contracts	\$1,001 to \$10,000		Documented comparison	Purchase Order or Contract (as appropriate)	From invoice
Contracts	\$10,001 to \$25,000 \$25,001 to \$50,000 Greater than \$50,000		Three written quotes RFQ RFP	Contract	
Recurring or Non- Competitive Expenditures	All amounts	Training and education expenses, refundable employee expenses, general expenses, professional and special services and utilities	No formal purchasing process required		From invoice; employee expense report, etc.

Page 8 of 8 Purchasing Policy March 2017

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

PURCHASING

PROCEDURE MANUAL



POLICY TITLE: Purchasing Procedures

ORIGINAL APPROVED BY BOARD OF DIRECTORS:

REVISED APPROVED BY BOARD OF DIRECTORS:

INTRODUCTION

This *Purchasing Procedure Manual* is intended for use as a guide to the Regional District of Kootenay Boundary (RDKB) Purchasing Methods in conjunction with the approved Purchasing Policy. When used in good judgment and common sense, procedures established herein will enable the RDKB to obtain needed supplies and services efficiently and economically. RDKB employees and appointed persons involved in the purchasing process should be familiar with, and adhere to, the guidelines set forth in the *Purchasing Procedure Manual*.

The cooperation of all parties is essential if the RDKB is to obtain the maximum value for each dollar spent. While this manual does not answer all questions related to purchasing, it does provide the foundation for a sound purchasing system.

The material in this *manual* is subject to revision to meet the often rapidly changing developments encountered in the field of purchasing and the economy.

Page 2 of 23 Purchasing Policy January 2017

PURCHASING PROCEDURES

PURCHASING PROCEDURES - DEFINITIONS

Delegated Employee - a person delegated purchasing authority by a Service Manager.

Long Term Contract – an agreement longer than that described in Section 174. (5) of the Community Charter, that being an expenditure not included in the five (5) year financial plan.

Capital Purchase – an individual item costing in excess of \$5,000 with a useful life exceeding one year. Sewer, water and building use a threshold of \$10,000 for capital purchases.

Petty Cash – an imprest fund provided to Service Managers or Fire Chiefs to be used for purchases of up to \$100 per transaction.

Request for Tender (RFT) – a formal competitive process to acquire a good or service that includes the public opening of sealed tenders and other formalities such as bid bonds and performance deposits.

Request for Proposal (RFP) - an invitation to offer suggestions on product or service supply interests, and which is not an Offer to Purchase or Invitation to Tender.

Request for Quotation (RFQ) - a request to provide information as to a price for a specific good or service verbally or in writing, and which is not an Offer to Purchase or Invitation to Tender.

Service Manager - the management staff person delegated responsibility for an RDKB service.

Stakeholder Director - a Director whose Electoral Area or Municipality is participant to the subject RDKB service.

Social Impact Purchasing - process through which organizations consider not only value for money, but also social and environmental impacts when purchasing goods and services. The specific social impact to be measured shall be community economic development and employment.

Sole Sourcing - noncompetitive selection of a vendor for a product or service.

Page 3 of 23 Purchasing Policy January 2017

GUIDELINES

1. PETTY CASH

1.1 Purchases of up to \$100 may be made through the use of petty cash, without the issuance of a Purchase Order. Such expenditures shall be kept to a minimum and should represent extraordinary expenditures which are required immediately and not otherwise available. All Petty Cash vouchers shall be signed by the individual duly authorized by a Service Manager to make the purchase.

2. CREDIT CARDS

- 2.1 Credit cards are to be used for travel related expenses, incidental, and low value purchases, as well as certain online and US Dollar purchases and items required expeditiously where PO's are not available.
- 2.2 Detailed receipts, showing purchase details and taxes, with the general ledger code to be charged are to be submitted to the Finance Specialist weekly.

3. DELEGATED EMPLOYEE

3.1 Authorized signatories may delegate purchasing responsibility to an employee. The Purchasing Authorization form (Attachment A) must be completed and forwarded to the General Manager of Finance prior to undertaking purchasing activities.

4. PURCHASE ORDERS

- 4.1 Purchase orders shall consist of a three-part system: one copy is forwarded to the supplier, one copy, along with invoice, is submitted to the Finance Department, and one copy remains in the purchase order book. All purchase orders and invoices must be forwarded to the Finance Department in a timely manner.
- 4.2 Purchase orders are to be approved according to the level of purchasing authority as specified in the Purchasing Policy.
- 4.3 When an invoice is received, the issuer of the order, or designate, must confirm that the goods received are as requested and priced as quoted. Upon receipt of the invoice, it shall have the appropriate stamp applied i.e. date stamp and payable coding stamp. A duly authorized individual shall initial, signifying that the invoice is ready for payment. Invoice and attached documents shall be forwarded to the Finance Department for payment.

5. CHANGE ORDERS

Page 4 of 23 Purchasing Policy January 2017 5.1 Change orders may be signed off by the responsible staff member where the total purchases/project cost is still within a position's authorization limit.

6. SERVICE CONTRACTS

- 6.1 Service Contracts for expenses included in the current year financial plan may be signed to the level of purchasing authority.
- 6.2 Managers may not accept or sign a Service Contractor created Service Contract.
- 6.3 Managers may negotiate and award a contract for services that may take the following factors into account:
 - Description of what is being ordered (services sought) and delivered (the deliverable – the results). The description should focus on the outcome based on benchmarks or milestones rather than listing a series of tasks;
 - Describe the quality of the work and who determines if the quality is acceptable;
 - Description of form and timing of the deliverables;
 - Description of what happens if the deliverable is acceptable and if not acceptable;
 - Description of warranty over the work performed;
 - Provides proof of Worker Compensation Board (WorkSafeBC) insurance coverage;
 - RDKB listed as third party insured on contractor(s)' liability insurance policy
 of a minimum of \$2,000,000 but preferably of \$5,000,000 or more as risk
 exposure dictates;
 - Provides the RDKB indemnification rights if the service provider causes harm, injury or death to persons or damage to property while performing the service:
- 6.4 A sample Service Contract template is offered in Attachment D.

7. REQUEST FOR QUOTATIONS (RFQ)

7.1 RFQs are used to obtain quotes for specific known or identifiable products.

Page 5 of 23 Purchasing Policy January 2017

8. SUPPLIER SELECTION CRITERIA (RFQS)

- 8.1 Contracts shall be awarded to a qualified Supplier who offers the lowest, acceptable price (considering acquisition cost, disposal cost, residual value, training costs, maintenance cost, product performance, social and environmental impact) for the service or goods required and who meets the following criteria as well as any other specified criteria:
 - a) The ability, capacity and skill to perform the contract or provide an acceptable quality or service for the goods requested.
 - b) The ability to perform the contract or provide the material or service promptly or within the time specified without delay or interference.
 - c) If the Supplier has previous contracts the quality of the service in fulfilling, or providing goods, orders or services be taken into consideration.
 - d) The ability of the Supplier to provide acceptable after-service for the product provided.
 - e) An emergency exists and any delay associated with a competitive process would put life, limb or property in jeopardy or otherwise be contrary to the public interest.
 - f) The lowest bidder may not necessarily be awarded the contract if the above criteria are not met.

9. REQUEST FOR TENDER (RFT)

- 9.1 A formal proposal process used where items required are over \$50,000 and a vendor is required to complete a product or service.
- 9.2 Projects that involve major construction over \$50,000, building code applications or personnel safety shall be designed and tendered by qualified professionals with construction supervised by qualified firms or individuals.
- 9.3 Tender documents must include requirements for bid deposits, performance bonds and adequate liability insurance coverage to reduce the risk exposure to the RDKB.
- 9.4 When advertising for tender calls, the advertising shall specify a final submission deadline that coincides with "tender opening" time and all tenders shall be advertised either through B.C. Bid, or in the classified section of at least one local newspaper. All tenders shall be opened publicly in the presence of at least two appropriate RDKB Staff.

Page 6 of 23 Purchasing Policy January 2017 9.5 Advertising shall be in compliance with the Agreement on Internal Trade (AIT) and New West Partnership Trade Agreement (NWPTA). (For example service contracts exceeding \$75,000 in total, contract for goods in excess of \$75,000 and construction contracts expected to exceed \$200,000 to be offered nationally through BC Bid.)

10. REQUEST FOR TENDER (RFT) AND REQUEST FOR QUOTATIONS (RFQ)

- 10.1 RFTs and RFQs are appropriate where:
 - a) definite methodologies, performance standards and/or specifications exist and will be used:
 - b) the inputs and outputs can be clearly defined in advance;
 - c) the award may be made to the tender that contains the lowest price and that meets all specified conditions and qualifications.

11. REQUEST FOR TENDER

- 11.1 Invitations to Tender should be sent to suppliers by mail, e-mail or fax and when applicable, newspaper-advertised. Requests for Tender should clearly state the return address, time and date required. Service contracts exceeding \$75,000 in total, contract for goods in excess of \$75,000 and construction contracts expected to exceed \$200,000 must be offered nationally through BC Bid (see Attachment C).
- 11.2 The RDKB shall establish objective selection criteria for the awarding of contracts. This shall be done prior to inviting bids and proposals.
- 11.3 The selection criteria shall be consistent with the principles of probity and economy, and effective program delivery.
- 11.4 The selection criteria shall be the same as those set forth in the Solicitation Documents section.
- 11.5 Evaluation criteria and the relative weights to be assigned to each criteria shall be stated in all solicitations for service contracts.

12. TENDER DOCUMENTS

12.1 When preparing RDKB Tender Documents, the following should be considered:

Page 7 of 23 Purchasing Policy January 2017

- a) **Tendering Period:** In general, from the date of issuance of the Tender to potential suppliers, a period of at least 10 working days should be allowed for the tender participant to prepare his/her bid.
- b) Bid Deposit: Bid deposits or surety shall be prescribed on the public notices inviting bids. Unsuccessful bidders shall be entitled to return of that deposit or surety without interest on funds in deposit within thirty (30) days of tender award.
- c) Performance Bonds: The RDKB shall require a Performance Bond or surety before entering a bid-based contract over \$100,000, and in such amount as shall be found necessary to protect the best interests of the RDKB in the performance of the contract or delivery of services and materials.
- d) **Insurance:** The RDKB requires a minimum of Two Million Dollars Comprehensive Liability Insurance coverage from Contractors working on RDKB projects with RDKB identified as an additional named insured.
- e) **Workers' Compensation Board (WCB):** Contractors engaged by the RDKB must be registered in good standing with the Workers' Compensation Board.
- f) Mandatory Site Meetings or Job Inspections: When it is in the best interest of the RDKB to include in the Tender Call a mandatory site meeting or job inspection, the Service Manager, along with respective other personnel, should attend these meetings and formally record the names of the attending company representatives. Where applicable, minutes of these meetings should be recorded. Tenders will not be considered from firms that did not attend a mandatory site meeting or inspection.
- g) Bidder Log: A record of all persons or companies picking up tender documents should be maintained. For electronic tendering, a process must be in place to ensure potential bidders receive updates and addendums.
- h) **Changes or addendums:** Prior to a tender call, changes or addendums must be provided in writing to all bidders.
- Selection Criteria: Disclosing any preferential clauses should be included in tenders and detailing criteria and weighting methods to be used in evaluating bids or proposals.

13. RECEIVING OF TENDER

Page 8 of 23 Purchasing Policy January 2017

- 13.1 All Tender envelopes shall be stamped or handwritten showing the time of receipt and signed by the RDKB Reception or other designated Staff.
- 13.2 A list of tenders received shall be kept.
- **13.3** Tenders received are to be kept in a secure place such as a vault or safe.
- 13.4 All Staff who may be involved with receipt of tenders are to be notified of the required procedures to ensure tenders are not inadvertently opened or delivered to incorrect locations.
- 13.5 Revisions to the tenders are to be attached to the relevant submission. All revisions to the tender sum must show an increase or reduction only.
- **13.6** Revisions to the tender may be submitted by email or fax if deemed acceptable to the receiver.
- 13.7 The RDKB staff should attempt to notify bidders of any obvious irregularities in the receipts of the tenders prior to tender opening to avoid post opening disputes.

14. REVISIONS TO TENDERS

- 14.1 Any revisions to a tender must be submitted in writing prior to the time of opening of tenders. A change in price must state only the difference to be added or deducted. The revised price must not be stated. A facsimile is acceptable only if we have stated such in the tender package.
- 14.2 Telephoned revisions to a tender price, including those that may originate from facsimile, are not acceptable. The written confirmation must be received by the RDKB at the place designated for the receipt of tenders prior to the designated closing time.

15. OPENING OF TENDERS

15.1 Tender opening shall at all times be formal, correct and well documented. Two (2) RDKB Staff members shall be the minimum number in attendance.

16. PRIOR TO OPENING TIME

16.1 A suitable tender opening record shall be prepared for each opening.

Page 9 of 23 Purchasing Policy January 2017 16.2 The RDKB staff present should check their watches or clocks prior to the opening time to ensure their accuracy and to ensure the tenders are not opened prematurely or that late tenders are accepted.

17. THE OPENING

- 17.1 No reasonable request for attendance at the tender opening shall be refused.
- 17.2 At the correct time the RDKB staff member shall announce the time and advise that no further tenders will be received.
- 17.3 Tenders should be opened, checked to see if they contain appropriate bonds or sureties, if applicable.
- 17.4 The information in the tender should be clearly announced.
- 17.5 The tender should be initialed by the RDKB personnel in attendance and the amount recorded on the tender opening document.
- 17.6 Tender documents must be kept intact and not be made available to the public. The public should only be advised of the final bid price.
- 17.7 Late tenders shall not be opened and shall be returned to the bidder with a letter of explanation.
- 17.8 Staff should not give any indication of who the tender will be awarded to or any opinions on legality of bids until after the formal review.

18. REVIEW OF TENDERS

- **18.1** Tenders that were opened are to be carefully analyzed for compliance with the contract documents.
- 18.2 The RDKB reserves the right to waive informalities in, or reject any or all tenders, or accept any tender deemed most favourable to the interest of the RDKB.
- **18.3** Any changes or qualifications made to the tender form may be the cause of disqualification.
- **18.4** Tenders with errors, omissions or other non-compliance considered to give a bidder an unfair advantage, may be rejected.
- 18.5 Tenders not meeting the requirements of the tender documents, may be rejected.

Page 10 of 23 Purchasing Policy January 2017

- 18.6 If there are extension errors on a tender, the unit price will prevail.
- **18.7** Contracts shall be awarded solely on the basis of the criteria set forth in the solicitation documents.
- **18.8** In the case of RFTs and RFQs, contracts shall be awarded to the qualified bidder, meeting the terms and conditions of the solicitation document.
- 18.9 If the full life-cycle costs of proposed solutions are to be taken into account when evaluating proposals, the solicitation documents must make provision to do so. This could be appropriate, for example, when the construction and future operating costs resulting from two alternative engineering designs will vary significantly.

19. SUPPLIER SELECTION CRITERIA (RFT)

- 19.1 Contracts shall be awarded to a qualified Supplier who offers the lowest, acceptable price for the service or goods required and who meets the following criteria as well as any other specified criteria:
 - a) The ability, capacity and skill to perform the contract or provide an acceptable quality or service for the goods requested.
 - b) The ability to perform the contract or provide the material or service promptly or within the time specified without delay or interference.
 - c) When applicable, the quality shown in fulfilling previous contracts, or providing goods, orders or services be considered.
 - d) The ability of the Supplier to provide acceptable after-service for the product provided.
 - e) Social impact,
 - f) The lowest bidder may not necessarily be awarded the contract if the above criteria are not met. If no bid meets the tender requirements or are within the project budget, all tenders should be rejected by the Board.

20. AWARD RECOMMENDATION

20.1 The recommendation for award of Purchase or Supply Contract, after evaluation of all proposals is complete, should be addressed to the RDKB Board for inclusion on the next Board meeting agenda.

Page 11 of 23 Purchasing Policy January 2017

21. AWARD

21.1 Following resolution by the Board, the successful bidder must be contacted and all unsuccessful bidders should be notified. Bid bonds can be returned to unsuccessful bidders once a contract is signed by the successful bidder.

22. REQUEST FOR PROPOSAL

- 22.1 A RFP may be initiated where:
 - a) the District is unsure of the best solution to a particular situation;
 - b) the District would like to see what the experts suggest;
 - c) the requirement is complex;
 - d) the program is new and the District would like ideas on how to deliver it; or
 - e) the District would like to see if there is an alternative to the way it usually acquires the product or service.

23. RFP INFORMATION AND INSTRUCTIONS

- 23.1 An RFP may provide the following information and instructions:
 - a) reasons for the RFP;
 - b) suggested approach;
 - c) format for reporting on progress of contract; and
 - d) deadlines for interim and final reports.

24. RFP ADDITIONAL INFORMATION

- 24.1 Proponents should be requested to provide the following additional information in response to an RFP:
 - a) a description of the approach to be taken in performing the work;

Page 12 of 23 Purchasing Policy January 2017

- b) the names, qualifications and experience of their staff who will work on the project;
- c) a timetable for completion of each phase of the work; and
- d) the names of former clients for whom the proponent has performed similar work, and who may be used as references.

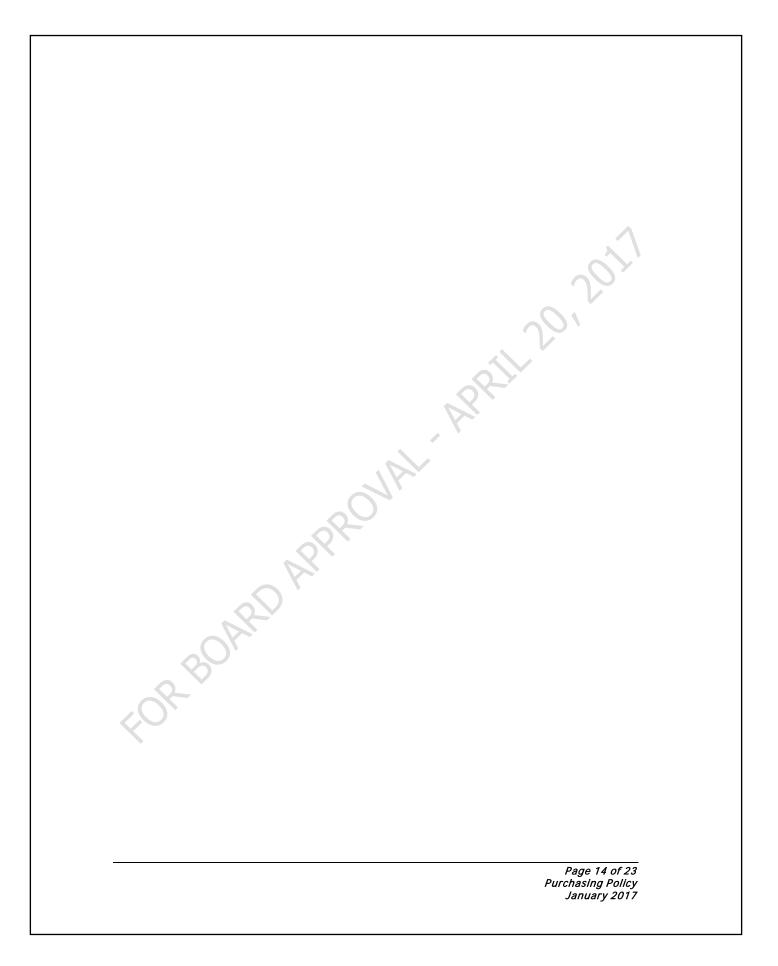
25. SITE VISITS/BRIEFING SESSIONS

25.1 If an assignment is complex, site visits and/or briefing sessions may be arranged for potential bidders (see Attachment A).

26. SUPPLIER SELECTION CRITERIA (RFP)

- 26.1 In the Request for Proposal, price is generally just one of the evaluation criteria. Other criteria could include such factors as the proponent's experience, skills of the proposed project team, appropriateness and creativity of proposed solution, or the proponent's sensitivity to the needs of the RDKB and its clients.
- 26.2 For a proposal to be accepted, it shall meet all mandatory conditions and eligibility requirements specified in the solicitation documents.
- 26.3 Since the work or services cannot be precisely defined, the RDKB shall take various factors into account other than cost, when selecting contractors. Examples of other factors are:
 - a) proposed methodology;
 - b) compatibility with existing systems and processes;
 - c) the contractor's qualifications such as: professional accreditations, expertise and experience, availability, previous performance, and financial stability
- 26.4 With an RFP, the contract shall be awarded to the proponent whose proposal meets all mandatory proposal requirements, and achieves the highest overall rating of all evaluation criteria specified in the solicitation documents.
- 26.5 The RDKB shall fully document the reasons for the selection of successful contractors. This information shall be retained with other tendering documentation for possible requests under the Freedom of Information and Protection of Privacy Act and for use in any dispute settlement proceedings under the Agreement on Internal Trade.

Page 13 of 23 Purchasing Policy January 2017



	District of Kootenay Bou		
PURC	HASING AUTHORIZATIO	N	
Service:	Effective Date:		
The following persons are authorized to	o sign purchase orders:		
NAME	SIGNATURE	INITIALS	LIMITS
			70+
<u> </u>		0/	
The following persons are authorized to	approve invoices for payr	ments and sign ch	eque requisition forms:
NAME	SIGNATURE	INITIALS	LIMITS
	20		
Service Manager Approval			
0			
Date			
00,			
Note: As per <i>Purchasing Policy - Responsibilit</i>	ies and Authority 4 - delegate	es can be authorize	d to a maximum of \$3,000.
	, , , , , , , , , , , , , , , , , , , ,		, , , , , , , , , , , , , , , , , , , ,

ATTACHMENT B

Terms of Reference

The Terms of Reference describe the project that is to be contracted out. This information is required by potential contractors when preparing bids and proposals, and by the RDKB when evaluating bids and proposals.

The process of preparing the terms helps the RDKB define the project's objectives and methods.

The Terms of Reference may become part of the contract, by being incorporated directly into it or by being appended to it as a specified schedule.

Eventually, if the Terms of Reference do become an integral part of the contract, they form the basis for a post-contract evaluation report.

The Terms of Reference should generally include:

- project background;
- project objectives;
- project location;
- completion date;
- methods and procedures for fulfilling the contract, including scope and restrictions;
- resources to be used, e.g. staff and equipment;
- a clear description of outputs required, including quality and quantity;
- risk and critical success factors;
- performance standards (quantitative and qualitative);
- required interim progress reports on inputs, outputs and quality, and their frequency;
- inspection, monitoring and progress reporting;
- insurance and bonding requirements;
- assessable damage costs;
- payment or hold back provisions;
- name and title of RDKB contact from whom further information may be obtained;
- criteria and weighting methods to be used for evaluating bids or proposals.

Page 16 of 23 Purchasing Policy January 2017

ATTACHMENT C

New West Partnership Trade Agreement

- Requires national advertising of projects where the anticipated procurement value is \$75,000 or more for goods, \$75,000 or more for services, \$200,000 or more for construction.
- Advertising on BC Bid meets requirements for national advertising.
- Prohibits discriminatory practices as follows:

Discriminatory Practices

As defined by Agreement, discriminatory procurement practices not allowed under this Annex include, but are not limited to:

- a) extending a preference for local or domestic goods, services or suppliers;
- b) imposing conditions on the invitation to tender, registration requirements or qualification procedures that are based on the location of a supplier's place of business;
- using a technical specification or conformity assessment procedure with the purpose or effect of creating unnecessary obstacles to trade;
- d) the timing of events in the tender process so as to prevent suppliers from submitting bids;
- e) the specification of quantities or schedules that may reasonably be judged as deliberately designed to prevent suppliers from meeting the requirements of the procurement;
- f) using price discounts or preferential margins in order to favor particular suppliers;
- g) applying fees or other costs to particular suppliers, except to the extent that any difference can be justified by an actual cost-of-service differential;
- h) limiting participation in a procurement only to suppliers that have previously been awarded one or more contracts by a procuring entity;
- i) requiring prior experience where not essential to meet the requirements of the procurement; and

Page 17 of 23 Purchasing Policy January 2017 j) providing information so as to give one supplier an advantage over other suppliers.

Exceptions - Circumstances for Exclusions under Agreement on Internal Trade

The following are the exceptions for the purposes of the Agreement on Internal Trade:

- a) where an unforeseeable situation of urgency exists and the goods, service or construction cannot be obtained in time by means of open procurement procedures;
- where goods or consulting services regarding matters of a confidential or privileged nature are to be purchased and the disclosure of those matters through an open tendering process could reasonably be expected to compromise government confidentiality, cause economic disruption or otherwise be contrary to the public interest;
- c) where a contract is to be awarded under a cooperation agreement that is financed, in whole or in part, by an international cooperation organization, only to the extent that the agreement between the entity and the organization includes rules for awarding contracts that differ from the obligations set out in AIT Chapter Five (Procurement);
- d) where construction materials are to be purchased and it can be demonstrated that transportation costs or technical considerations impose geographic limits on the available supply base, specifically in the case of sand, stone, gravel, asphalt, compound and pre-mixed concrete for use in the construction or repair of roads;
- e) where compliance with the open tendering provisions required under AIT Chapter Five (Procurement) would interfere with a Party's or entity's ability to maintain security or order or to protect human, animal or plant life or health; and
- f) in the absence of receipt of any bids in response to call for tenders.

Exceptions – Circumstances for Sole Supplier Procurement

The following are the exceptions for the purposes under the Agreement under Internal Trade:

 a) to ensure compatibility with existing products, to recognize exclusive rights, such as exclusive licenses, copyright and patent rights, or to maintain specialized products that must be maintained by the manufacturer or its representative;

> Page 18 of 23 Purchasing Policy January 2017

- b) where there is an absence of competition for technical response and the goods or services can be supplied only by a particular supplier and no alternative or substitute exists;
- c) for the procurement of goods or services the supply of which is controlled by a supplier that is a statutory monopoly;
- d) for the purchase of goods on a commodity market;
- e) for work to be performed on or about a leased building or portions thereof that may be performed only by the lessor;
- f) for work to be performed on property by a contractor according to provisions of a warranty or guarantee held in respect of the property or the original work;
- g) for a contract to be awarded to the winner of a design contest;
- h) for the procurement of a prototype of a first good or service to be developed in the course of and for a particular contract for research, experiment, study or original development, but not for any subsequent purchases;
- i) for the purchase of goods under exceptionally advantageous circumstances such as bankruptcy or receivership, but not for routine purchases;
- j) for the procurement of original works of art;
- k) for the procurement of subscriptions to newspapers, magazines or other periodicals; and
- I) for the procurement of real property.

Page 19 of 23 Purchasing Policy January 2017

ATTACHMENT D – Service Contract



Regional District of Kootenay Boundary 202 – 843 Rossland Avenue,

Trail, BC V1R 4S8

Phone: (250)368-9148

or 1-800-268-7325 (within BC)

Kootenay Boundary Fax: (250)368-3990 E-mail: rdkb@rdkb.com

SERVICE CONTRACT

File #:

Purchase Order #:

Project:

day (Day)		,·	
	(Month)	(Year)	70.
Regional District of Kooten			
(hereinafter called the "Regio	nal District") AND		
at the following address:		(hereinafter called the	
202 – 843 Rossland Avenue,		at the following addre	SS:
Trail, BC			
V1R 4S8			
Telephone #: (250)368-9148		Telephone #:	
		Worker Compensation	n Board Insurance #:
AGREE AS FOLLOWS:			
SCHEDULE A – SERVICES			
a) THE CONTRACTOR sha			
	II provide the following Ser	vices:	
(4) 1112 33111111313113113113	ill provide the following Ser	vices:	
(4) 1112 33111111313113113	iii provide the following Ser	vices:	
	ill provide the following Ser	vices:	
			ervices described in Schedule
(b) TERM: Notwithstanding	the date of execution of this	s Agreement provide the s	ervices described in Schedule
(b) TERM: Notwithstanding	the date of execution of this	s Agreement provide the s	
(b) TERM: Notwithstanding	the date of execution of this	s Agreement provide the s	
(b) TERM: Notwithstanding "A" hereof ("the Services"	the date of execution of this	s Agreement provide the s	
(b) TERM: Notwithstanding "A" hereof ("the Services"	the date of execution of this	s Agreement provide the s	
(b) TERM: Notwithstanding "A" hereof ("the Services" ————————————————————————————————————	the date of execution of this ') commencing on(the "Term)	s Agreement provide the s	
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B – CONTRACT	the date of execution of this commencing on (the "Term)	s Agreement provide the second and ending of	on
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B - CONTRACTAL Work shall be done to the	the date of execution of this commencing on (the "Term)	s Agreement provide the second and ending of	
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B - CONTRACTAL WORK Shall be done to the	the date of execution of this commencing on (the "Term)	s Agreement provide the second and ending of	on
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B – CONTRAC All work shall be done to the due to the Contractor.	the date of execution of this commencing on(the "Term) PAYMENT full satisfaction of the RDKI	s Agreement provide the second and ending of	on
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B – CONTRAC All work shall be done to the due to the Contractor.	the date of execution of this commencing on(the "Term) PAYMENT full satisfaction of the RDKI	s Agreement provide the second and ending of	on
 (b) TERM: Notwithstanding "A" hereof ("the Services") (c) Location: SCHEDULE B – CONTRACT	the date of execution of this commencing on(the "Term) PAYMENT full satisfaction of the RDKI	s Agreement provide the second and ending of	on
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B – CONTRAC All work shall be done to the due to the Contractor.	the date of execution of this commencing on(the "Term) PAYMENT full satisfaction of the RDKI	s Agreement provide the second and ending of	on
(b) TERM: Notwithstanding "A" hereof ("the Services" (c) Location: SCHEDULE B – CONTRAC All work shall be done to the due to the Contractor.	the date of execution of this commencing on(the "Term) PAYMENT full satisfaction of the RDKI	s Agreement provide the second and ending of	on

Page 20 of 23 Purchasing Policy January 2017

THE CORPORATE SEAL OF THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY	THE CORPORATE SEAL OF
Chair	Signing Officer
Chief Administrative Officer	Position

THE CONTRACTOR

- 1. The Contractor shall:
 - (a) Undertake all work and supply all materials necessary to perform the Services, unless stipulated otherwise in Schedule A:
 - (b) Upon the request of the Regional District of Kootenay Boundary (herein after called the RDKB) fully inform the RDKB of the work done by the Contractor in connection with the provision of the Services and permit the RDKB at all reasonable times to inspect, review and copy all works, productions, buildings, accounting records, findings, data, specifications, drawings, working papers, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Contractor as a result of this agreement;
 - (c) Comply with all applicable municipal, provincial and federal legislation and regulations;
 - (d) At its own expense, obtain all permits and licenses necessary for the performance of the Services, and on request provide the RDKB with proof of having obtained such licenses or permits;
 - (e) Promptly pay all persons employed by it;
 - (f) Not assign this Agreement, not subcontract any of its obligations under this Agreement, to any person, firm or corporation without the prior written consent of the RDKB;
 - (g) At all times, exercise the standard of care, skill and diligence normally exercised and observed by persons engaged in the performance of services similar to the Services:
 - (h) At all times, treat as confidential all information and material supplied to or obtained by the Contractor or subcontractor as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the RDKB;
 - (i) Not perform any service for any other person, firm or corporation which, in the reasonable opinion of the RDKB, may give rise to a conflict of interest;
 - (j) Be an independent Contractor and not the servant, employee or agent of the RDKB;
 - (k) Ensure all persons employed by it to perform the Services are competent to perform them, adequately trained, fully instructed and supervised;
 - Accept instructions from the RDKB, provided that the Contractor shall not be subject to the control of the RDKB in respect of the manner in which such instructions are carried out;

SERVICE CONTRACT

- (m) At its own expense, obtain Workers Compensation Board (WorkSafeBC) coverage for itself, all workers and any shareholders, directors, partners or other individuals employed or engaged in the execution of the Workers Compensation Act and regulations thereunder. Upon request, the Contractor shall provide the RDKB with proof of such compliance;
- (n) Be responsible for all fines, levies, penalties and assessments made or imposed under the Worker's Compensation Act and regulations relating in any way to the Services, and indemnify and save harmless fines, levies, penalties and assessments;

Page 21 of 23 Purchasing Policy January 2017

- (o) Ensure that all personnel hired by the Contractor to perform the Services will be the employees of the Contractor and not to the RDKB with the Contractor being solely responsible for the arrangement of reliefs and substitutions pay supervision, discipline, employment insurance, workers compensation, leave and all other matters arising out of the relationship of employer and employee;
- (p) Not in any manner whatsoever commit or purport to commit the RDKB to the payment of any money;
- (q) Establish and maintain time records and books of account, invoices, receipts, and vouchers of all expenses incurred;
- (r) Notwithstanding the provision of any insurance coverage by the RDKB, indemnify and save harmless the RDKB, its successor(s), assign(s) and authorized representative(s) and each of them from and against losses, claims, damages, actions, and causes of action (collectively referred to as "Claims"), that the RDKB may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor or its subcontractor(s), servant(s), agent(s) or employee(s) under this Agreement, excepting always that this indemnity does not apply to the extent, if any, to which the Claims are caused by errors, omissions or the negligent acts of the RDKB its other contractor(s), assign(s) and authorized representative(s) or any other persons:
- (s) Use due care that no person or property is injured and no rights infringed in the performance of the Services, and shall be solely responsible for all losses, damages, costs and expenses in respect to any damage or injury, including death, to persons or property incurred in providing the Services or in any other respect whatsoever.;
- (t) Obtain and maintain in force, during the Term, adequate insurance as determined by the Contractor, or as specified by the RDKB in writing. If the RDKB requires the Contractor to purchase and maintain a policy of General Liability Insurance, the policy shall name the RDKB as An Additional Insured;
- (u) Inspect the site where the Services are to be performed (the "Site") and become familiar with all conditions pertaining thereto prior to commencement of the Services;
- (v) Where materials and supplies are to be provided by the Contractor, use only the best quality available;
- (w) Where samples of materials or supplies are requested by the RDKB, submit them to the RDKB for the RDKB's approval prior to their use;
- (x) Not cover up any works without the prior approval or consent of the RDKB and, if so required by the RDKB, uncover such works at the Contractor's expense; and
- (y) Keep the Site free of accumulated waste material and rubbish caused by it or the Services and, on the completion of the Services or at the end of the each work day, at the determination of the RDKB, leave the Site in a safe, clean and sanitary condition at a

- frequency at the discretion of the RDKB up to and including on a daily basis.
- (z) Warranted that neither it nor any of its officers or directors, or any employee with authority to bind the Bidder, has any financial or personal relationship or affiliation with any elected official or employee of the Regional District or their immediate families which might in any way be seen by the Regional District to create a conflict

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY

- 2. The RDKB shall:
 - (a) subject to the provisions of this Agreement, pay the Contractor, in full payment for the Services which in the opinion of the RDKB at the times set out is Schedule "B" of this Agreement (herein called "Contract Price"), and the Contractor shall accept such payment as full payment for the Services;
 - (b) notwithstanding Subsection 2(a), not be under any obligation to advance to the Contractor more than 90% of the Contract Price for Services rendered in accordance with Schedule "A" to the satisfaction of the RDKB. The 10% holdback shall be retained for a period of 40 days after completion of the Services, and interest shall not be payable on the amount held back by the RDKB;
 - (c) at it's discretion, holdback from the Contract Price in addition to the 10% holdback contemplated in Subsection 2(c), sufficient monies to indemnify the RDKB completely against any lien or claim of lien arising in connection with the provision of the Services;
 - (d) make available to the Contractor all available information considered by the RDKB to be pertinent to the Services;
 - (e) give the Contractor reasonable notice of anything the RDKB considers likely to materially affect the provision of the Services; and
 - (f) examine all studies, reports, sketches, proposals and documents provided by the Contractor under this Agreement, and render decisions pertaining thereto within a reasonable time.

TERMINATION

- In the event of a substantial failure of a party to perform in accordance with the terms and conditions of this Agreement, it may be terminated by the other party on five days written notice.
- 4. The RDKB may, at its sole discretion, terminate this Agreement on 10 days notice, and the payment of funds required to be made pursuant to Section 5 shall discharge the RDKB of all of it's liability to the Contractor under this Agreement.
- 5. Where this Agreement expires or is terminated before 100% completion of the Services, the RDKB shall pay to the Contractor that portion of the Contract Price which is equal to the portion of the Services completed to the satisfaction of the RDKB prior to expiration or termination.
- Where the Contractor fails to perform or comply with the provisions of this Agreement the RDKB may, in addition to

Page 22 of 23 Purchasing Policy January 2017 terminating this Agreement, pursue such remedies as it deems necessary.

GENERAL

- 7. The RDKB shall be the sole judge of the work, material and the standards of workmanship in respect of both quality and quantity of the Services, and his decision on all questions in dispute with regard thereto, or as to the meaning and intentions of this contract, and as to the meaning or interpretation of the plans, drawings and specifications, shall be final, and no Services shall be deemed to have been performed as to entitle the Contractor to payment therefrom, until the RDKB is satisfied therewith.
- The RDKB certifies that the Service purchased pursuant to this Agreement are for the use of and are being purchased by the RDKB and are therefore SUBJECT TO THE FEDERAL GOODS AND SERVICES TAX.
- This Agreement shall be governed by and construed in accordance with the Regional District of Kootenay Boundary.
- 10. Time shall be of the essence of this Agreement.
- 11. Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designate by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
- 12. This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.
- 13. A waiver of any provision or breach by the Contractor of any provision of this Agreement shall be effective only if it is in writing and signed by the RDKB.
- 14. A waiver under Section 13 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
- 15. Everything produced, received or acquired (the "Material") by the Contractor or subcontractor as a result of this Agreement, including any property provided by the RDKB to the Contractor or subcontractor, shall:
 - (a) be the exclusive property of the RDKB; and
 - (b) be delivered by the Contractor to the RDKB immediately upon the RDKB giving notice of such request to the Contractor.
- 16. The copyright in the Material belongs to the RDKB.
- 17. The RDKB may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed.
- 18. Where the Contractor is a corporation, it does hereby covenant that the signatory hereto has been duly authorized by the requisite proceedings to enter into and execute this Agreement on behalf of the Contractor.
- 19. Where the Contractor is a partnership, all partners are to execute this Agreement.
- 20. Sections 1 b), i), j), r), and 16 of this Agreement will, notwithstanding the expiration or earlier termination of the Term, remain and continue in full force and effect.

Page 23 of 23 Purchasing Policy January 2017

FIRE PROTECTION AND ASSISTANCE RESPONSE AGREEMENT

THIS AGREEMENT made this day of , 2017.

BETWEEN:

REGIONAL DISTRICT OF CENTRAL KOOTENAY

PO Box 590, 202 Lakeside Drive Nelson, B.C. V1L 5R4

(the "RDCK")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

202—843 Rossland Avenue Trail, B.C. V1R 4S8

(the "RDKB")

OF THE SECOND PART

WHEREAS:

- A. Under sections 263(1)(b), 294 and 334 of the *Local Government Act*, Regional Districts may make agreements with a public authority respecting the undertaking, provision and operation of activities, works and services within the powers of a party to the agreement;
- B. By way of Supplementary Letters Patent the RDCK may enter into agreements for obtaining a fire protection service by way of equipment and personnel;
- C. Under the terms of the *Hudu Valley / Ross Spur Fire Protection Service Establishment Amendment Bylaw No. 1457, 2000* ("Bylaw No. 1457"), as amended, the RDCK established

Page 1 of 8

a specified area for the provision of fire protection services in the said portion of Electoral Area G commonly known as Ross Spur and the said portion of Electoral Area J commonly known as Hudu Valley.

D. The RDCK has requested that the RDKB provide fire protection services to a portion of Electoral Area G and a portion of Electoral Area J within the RDCK, the cost of which represents a debt of the RDCK owed to the RDKB.

NOW THEREFORE, in consideration of the mutual promises herein contained and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto and agree as follows:

1.0 Definitions

- 1.1 In this Agreement, unless the context otherwise requires:
 - (a) "Fire Chief" means the RDKB's Fire Chief or his duly authorized assistant or deputy;
 - (b) "Fire Department" means the Kootenay Boundary Regional Fire Rescue Service;
 - (c) **"Fire Protection Services"** means the services of fire suppression, post-fire investigation required under the *Fire Services Act* and fire rescue services that the RDKB has agreed to provide within the Fire Protection Service Area as outlined in Schedule "A", under the terms of this Agreement;
 - (d) "Officer-in-Charge" means the Fire Department member who, in the absence of the Fire Chief, is responsible for the deployment and direction of fire department resources and personnel in the case of an emergency.

2.0 Service

- 2.1 The RDKB agrees to provide the services of fire suppression, first responder services and post-fire investigation required under the *Fire Services Act* and fire rescue services within the Fire Protection Service Area (as outlined on the attached map marked Schedule "A" and forming part of this agreement), subject to the terms and conditions of this Agreement.
- 2.2 The fire protection service provided by the RDKB will be dependent upon the water available at the site of the fire; and if no water is available that may adequately be used by the firefighting forces, limited protection may be offered.

- 2.3 It is expressly understood that in the event that the Fire Chief considers that the services of the Ministry of Forests are warranted, that they be called.
- 2.4 The RDCK consents to the RDKB providing assistance in response to other classes of circumstances including, but not limited to, incidences involving vehicles, rail locomotives or rail cars, aircraft, hazardous materials and injury to persons within the service area and the portion of Electoral Area G of the RDCK east of the eastern boundary of the service area to the junction of Highway 3B AND Highway 3 commonly known as Meadows.

3.0 Term

- 3.1 This Agreement shall be in effect for a term of 60 months commencing on January 1, 2017 and expiring on December 31, 2021 unless extended by mutual agreement with the sum set out in Clause 4.1 subject to renegotiation.
- 3.2 This agreement may be terminated by either party giving to the other by registered mail written notice to that effect. However, such notice of termination of this Agreement shall be provided prior to June 30th to take effect December 31st of that same year.
- 3.3 Notwithstanding any other provision of this Agreement for fire protection service, if either party shall:
 - (a) fail, for any reason to comply with or perform any provision of this Agreement for fire protection service to be complied with or performed by it, or
 - (b) breach any of the covenants, conditions and agreements contained herein, the other at its option, to be exercised by notice hereunder may immediately end and terminate this Agreement for fire protection service.
- 3.4 This agreement for fire protection service may be amended from time to time upon terms and conditions mutually acceptable to the RDCK and the RDKB.

4.0 Fee for Service

4.1 In consideration of the provision of the Fire Protection Services, the RDCK covenants to pay the RDKB an annual sum equal to the product of applying against assessments the same rates applied for fire protection function in RDKB Electoral Area A for fire protection service.

- 4.2 The RDCK shall pay the fee set out in section 4.1 to the RDKB by July 1st of each year of the contract.
- 4.3 Should the boundaries of the service area outlined on Schedule "A" attached hereto be expanded or altered, the sums set out in Section 4.1 hereof shall be subject to renegotiation.

5.0 Fire Protection Service Levels

- 5.1 The RDKB's Kootenay Boundary Regional Fire Rescue Service shall provide the Fire Protection Services on a 24-hour, seven day per week basis with primary response from the Fruitvale Fire Hall located at 1919 Main Street, Fruitvale, BC, utilizing the necessary firefighting apparatus, equipment and personnel contained therein.
- 5.2 The Fire Chief or Officer-in-Charge shall determine the number of Fire Department personnel and the apparatus and equipment that are required to be deployed in response to any emergency within the Fire Protection Service Area that is reported to the Fire Department. The determination of the Fire Chief or Officer-in-charge shall be made in accordance with the circumstances of the emergency.
- 5.3 The RDKB shall provide the Fire Protection Services in accordance with:
 - (a) the standard operational guidelines for such services provided within the RDKB, provided that for greater certainty nothing under this Agreement shall oblige the RDKB to provide Fire Protection Services in a manner that exceeds the level of service provided by the RDKB to owners or occupiers of property within the RDKB; and
 - (b) the bylaws and policies of the RDKB applicable to the Fire Protection Services, as amended or replaced from time to time;
 - (c) the Fire Services Act and Regulations thereunder;
 - (d) the requirements of the Workers Compensation Act and the Occupational Health and Safety Regulations thereunder.

6.0 Control of Fire Protection Services During an Emergency

6.1 All Fire Protection Services provided under this Agreement shall be under the exclusive direction and control of the Fire Chief or the Officer-in-Charge who is present at such fire or emergency.

7.0 Appointment of Fire Chief

- 7.1 The RDCK agrees to establish special fire protection powers pursuant to section 303 of the *Local Government Act, RSBC.*
- 7.2 The RDCK consents to the appointment of the RDKB Regional Fire Chief as Local Assistant to the Fire Commissioner pursuant to the Fire Services Act, RSBC for the service area. The Fire Chief is authorized to exercise all of the powers, duties and functions that are assigned to the Fire Chief under the Regional District of Central Kootenay Fire Services Bylaw No. 2170, and any amendments thereto and is the Fire Chief for the purpose of the bylaw.

8.0 Freedom of Information and Protection of Privacy Act

8.1 The RDCK and the RDKB both acknowledge and agree that the printed, electronic and other records produced and maintained by the Regional District for the purpose of or in connection with the provision of Fire Protection Services are records that for the purpose of the *Freedom of Information and Protection of Privacy Act* ("FOIPPA") and the parties agree to work together cooperatively and in a timely manner to ensure each party discharges it statutory duties under the Act.

9.0 Indemnification

- 9.1 The RDCK shall indemnify and hold harmless the RDKB from and against any and all claims, actions, causes of action, claims, demands, or suits of any kind arising from the RDKB's provision of the Fire Protection Services under this Agreement, including but not limited to any such claims, actions, causes of action, claims, demands, or suits that arise as a result of constraints on the level Fire Protection Services provided due to limits on the availability of water, trained volunteer fire fighters and equipment for firefighting purposes within the Fire Protection Service Area, but in any event excluding any claims, actions, causes of action, claims, demands, or suits that arise from the negligence of the Band or its employees, servants, agents, volunteers and contractors. The RDKB commits to carry adequate liability coverage with the RDCK as an additional named insured during the course of this agreement.
- 9.2 This Agreement for fire protection service shall not be construed as placing a greater liability on the RDKB in respect to the RDCK than the liability which exists in the law

- between the RDKB and a property owner elsewhere in the fire protection service specified area.
- 9.3 That the RDKB shall not be liable for any damages, expenses or losses occurring by reason of suspension or discontinuance of the said service where suspension or discontinuance is caused by circumstances beyond the control of the RDKB.
- 9.4 The parties hereto agree that it shall be the responsibility of the resident or property owner to provide acceptable access for the RDKB fire protection equipment.
- 9.5 The RDKB will assume no liability or responsibility for the provision of fire prevention inspection services pursuant to section 26 of the *Fire Services Act, RSBC*, within the service area.

10.0 General

Time

10.1 Time shall be of the essence of this Agreement.

Assignment

10.2 This Agreement shall not be assigned by any of the parties hereto except with the prior written consent of the others which consent shall not be unreasonably withheld.

Interpretation

10.3 Nothing in this Agreement shall be interpreted as creating an agency, partnership or joint venture among or between the parties hereto.

Binding Effect

10.4 This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors, and permitted assignees.

Waiver

10.5 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

Headings

10.6 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

Language

10.7 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

Cumulative Remedies

10.8 No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

Law Applicable

10.9 This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

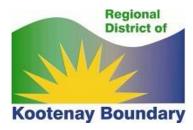
Notice

- 10.10 Whenever it is required or desired that the RDKB or the RDCK shall deliver or serve notice on the other, delivery of service shall be deemed to be satisfactory and deemed to have occurred when:
 - (a) that party has been served personally, on the date of service; or
 - (b) mail be prepaid registered mail on the date received or on the sixth (6th) day after receipt of mailing by any Canada Post Office, whichever is the earlier, so long as the notice is mailed to the party at the address shown in this Agreement for that party or to whatever address the RDKB and the RDCK may from time to time agree in writing.

Building Numbering

10.11 The RDCK agrees to establish and maintain a building numbering system within the service area to provide the RDKB with this information as required.

IN WITNESS WHEREOF the parties hereto hav	e set their hands and s	seals as of the day and yea
first above written.		
The Corporate Seal of the REGIONAL DISTRICT OF CENTRAL KOOTENAY was)	
hereunto affixed on the day of)	
in the presence of:)	(seal)
·)	, == ,
)	
Chair)	
Cridir)	
)	
Secretary)	
The Corporate Seal of the REGIONAL DISTRICT OF KOOTENAY BOUNDARY was)	
hereunto affixed on the day of)	
in the presence of:)	(seal)
)	
)	
Chair)	
)	
)	
Secretary)	



STAFF REPORT

Date: 07 Apr 2017 **File** ADMN-2230-Fire-

Fire Protection & Assistance Response Agreement-RDCK Hudu Valley Ross Spur

To: Chair Grieve and Members of the

East End Services Committee

From: Theresa Lenardon, Manager of

Corporate Administration

Re: Fire Protection & Assistance

Agreement-RDCK

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding a Fire Protection and Assistance Response Agreement with the Regional District of Central Kootenay (RDCK) for RDCK Hudu Valley/Ross Spur areas.

History/Background Factors

Since 1989, the RDKB has entered into an agreement with the RDCK to provide fire protection and assistance response to the RDCK's Hudu Valley and Ross Spur areas.

The RDCK Board of Directors will be reviewing the proposed agreement in the near future and RDCK staff are recommending approval.

D. Derby, Fire Chief, Kootenay Boundary Regional Fire Rescue (KBRFR) has reviewed the agreement and supports the RDKB Board of Directors moving forward with approval.

Implications

KBRFR will provide fire protection services to portions of RDCK Electoral Areas G (Ross Spur) and J (Hudu Valley), the cost of which represents a debt of the RDCK owed to the RDKB. The RDCK will pay Kootenay Boundary an annual sum equal to the product of applying against assessments the same rates that are applied for the fire protection function in RDKB Electoral Area 'A'.

Advancement of Strategic Planning Goals

Entering into this agreement with the RDCK meets the following RDKB strategic goals:

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

Background Information Provided

1. Fire Protection and Assistance Response Agreement

Alternatives

- 1. Receipt (only)
- 2. Not approve
- 3. Approve

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approves the Fire Protection and Assistance Response Agreement with the Regional District of Central Kootenay for the delivery of fire protection services to a portion of Regional District of Central Kootenay Electoral Areas G and J (Hudu Valley/Ross Spur) for a term of five years (January 1, 2017–December 31, 2021) with Central Kootenay to pay Kootenay Boundary an annual sum equal to the product of applying against assessments the same rates that are applied for the fire protection function in RDKB Electoral Area 'A'. **FURTHER** that the Board of Directors authorizes the RDKB signatories to sign and enter into the agreement.

FIRE PROTECTION AND ASSISTANCE RESPONSE AGREEMENT

THIS AGREEMENT made this

day of

, 2017.

BETWEEN:

REGIONAL DISTRICT OF CENTRAL KOOTENAY

PO Box 590, 202 Lakeside Drive Nelson, B.C. V1L 5R4

(the "RDCK")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

202—843 Rossland Avenue Trail, B.C. V1R 4S8

(the "RDKB")

OF THE SECOND PART

WHEREAS:

- A. Under sections 263(1)(b), 294 and 334 of the *Local Government Act*, Regional Districts may make agreements with a public authority respecting the undertaking, provision and operation of activities, works and services within the powers of a party to the agreement;
- By way of Supplementary Letters Patent the RDCK may enter into agreements for obtaining a fire protection service by way of equipment and personnel;
- C. Under the terms of the Hudu Valley / Ross Spur Fire Protection Service Establishment Amendment Bylaw No. 1457, 2000 ("Bylaw No. 1457"), as amended, the RDCK established

Page 1 of 8

- 2.3 It is expressly understood that in the event that the Fire Chief considers that the services of the Ministry of Forests are warranted, that they be called.
- 2.4 The RDCK consents to the RDKB providing assistance in response to other classes of circumstances including, but not limited to, incidences involving vehicles, rail locomotives or rail cars, aircraft, hazardous materials and injury to persons within the service area and the portion of Electoral Area G of the RDCK east of the eastern boundary of the service area to the junction of Highway 3B AND Highway 3 commonly known as Meadows.

3.0 Term

- 3.1 This Agreement shall be in effect for a term of 60 months commencing on January 1, 2017 and expiring on December 31, 2021 unless extended by mutual agreement with the sum set out in Clause 4.1 subject to renegotiation.
- 3.2 This agreement may be terminated by either party giving to the other by registered mail written notice to that effect. However, such notice of termination of this Agreement shall be provided prior to June 30th to take effect December 31st of that same year.
- 3.3 Notwithstanding any other provision of this Agreement for fire protection service, if either party shall:
 - (a) fail, for any reason to comply with or perform any provision of this Agreement for fire protection service to be complied with or performed by it, or
 - (b) breach any of the covenants, conditions and agreements contained herein, the other at its option, to be exercised by notice hereunder may immediately end and terminate this Agreement for fire protection service.
- 3.4 This agreement for fire protection service may be amended from time to time upon terms and conditions mutually acceptable to the RDCK and the RDKB.

4.0 Fee for Service

4.1 In consideration of the provision of the Fire Protection Services, the RDCK covenants to pay the RDKB an annual sum equal to the product of applying against assessments the same rates applied for fire protection function in RDKB Electoral Area A for fire protection service. 6.1 All Fire Protection Services provided under this Agreement shall be under the exclusive direction and control of the Fire Chief or the Officer-in-Charge who is present at such fire or emergency.

7.0 Appointment of Fire Chief

- 7.1 The RDCK agrees to establish special fire protection powers pursuant to section 303 of the *Local Government Act, RSBC.*
- 7.2 The RDCK consents to the appointment of the RDKB Regional Fire Chief as Local Assistant to the Fire Commissioner pursuant to the Fire Services Act, RSBC for the service area. The Fire Chief is authorized to exercise all of the powers, duties and functions that are assigned to the Fire Chief under the Regional District of Central Kootenay Fire Services Bylaw No. 2170, and any amendments thereto and is the Fire Chief for the purpose of the bylaw.

8.0 Freedom of Information and Protection of Privacy Act

8.1 The RDCK and the RDKB both acknowledge and agree that the printed, electronic and other records produced and maintained by the Regional District for the purpose of or in connection with the provision of Fire Protection Services are records that for the purpose of the *Freedom of Information and Protection of Privacy Act* ("FOIPPA") and the parties agree to work together cooperatively and in a timely manner to ensure each party discharges it statutory duties under the Act.

9.0 Indemnification

- 9.1 The RDCK shall indemnify and hold harmless the RDKB from and against any and all claims, actions, causes of action, claims, demands, or suits of any kind arising from the RDKB's provision of the Fire Protection Services under this Agreement, including but not limited to any such claims, actions, causes of action, claims, demands, or suits that arise as a result of constraints on the level Fire Protection Services provided due to limits on the availability of water, trained volunteer fire fighters and equipment for firefighting purposes within the Fire Protection Service Area, but in any event excluding any claims, actions, causes of action, claims, demands, or suits that arise from the negligence of the Band or its employees, servants, agents, volunteers and contractors. The RDKB commits to carry adequate liability coverage with the RDCK as an additional named insured during the course of this agreement.
- 9.2 This Agreement for fire protection service shall not be construed as placing a greater liability on the RDKB in respect to the RDCK than the liability which exists in the law

10.6 The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

Language

10.7 Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

Cumulative Remedies

10.8 No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

Law Applicable

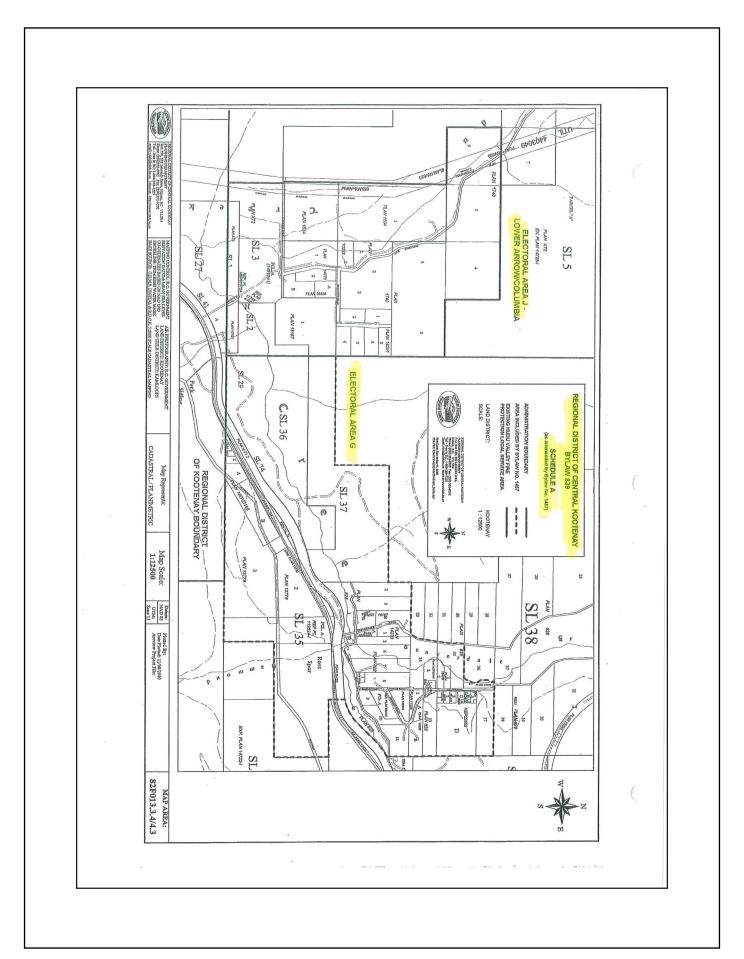
10.9 This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

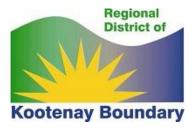
Notice

- 10.10 Whenever it is required or desired that the RDKB or the RDCK shall deliver or serve notice on the other, delivery of service shall be deemed to be satisfactory and deemed to have occurred when:
 - (a) that party has been served personally, on the date of service; or
 - (b) mail be prepaid registered mail on the date received or on the sixth (6th) day after receipt of mailing by any Canada Post Office, whichever is the earlier, so long as the notice is mailed to the party at the address shown in this Agreement for that party or to whatever address the RDKB and the RDCK may from time to time agree in writing.

Building Numbering

10.11 The RDCK agrees to establish and maintain a building numbering system within the service area to provide the RDKB with this information as required.





STAFF REPORT

Date: 10 Mar 2017 **File** Staff Report-EESC-TDAC Agreement

To: East End Services Committee
From: Mark Daines-Manager of Facilities and

Recreation

Re: Staff Report - EESC - TDAC

Agreement

Issue Introduction

A Staff Report from Mark Daines, Manager of Facilities and Recreation regarding the Trail and District Arts Council (TDAC) Box Office Agreement with the Regional District of Kootenay Boundary.

History/Background Factors

The agreement with the RDKB and TDAC outlines the box office services that the TDAC provides on behalf of the Charles Bailey Theatre.

This new agreement is based on a proposal that was presented by the TDAC to the East End Services Committee in February 2017. The East End Services Committee agreed to the TDAC proposal in principle at the February meeting.

Implications

The new agreement has some budgetary implications such as an increase in the hourly rate for extra staffing from \$23 to \$25, and increasing the annual administration of the Box Office from \$21,000 in 2016 to \$23,000 in 2017 and 2018. These figures have been allocated in the 2017-2021 Recreation, Arts and Culture Financial Plan.

Advancement of Strategic Planning Goals

By accepting the TDAC agreement ensures that we are proactive in funding our services and that plans are developed to address aging infrastructure in our services to ensure sustainable services.

Background Information Provided

See attached Service Agreements and TDAC proposal.

Alternatives

Deny request for extra funding.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors approve the Service Contract Agreement with the Trail and District Arts Council in the amount of \$23,000 per year for the next 2 years starting January 1, 2017 and ending December 31, 2018 for the purpose of administration of the Box Office for the Charles Bailey Theatre, and **FURTHER** that the Board of Directors authorize the RDKB signatories to sign and enter in to an agreement.

	Regional District of
M	1
Kootonay	Boundary

Regional District of Kootenay Boundary 202 – 843 Rossland Avenue, Trail, BC

V1R 4S8

Phone: (250)364-3000

or 1-800-268-7325 (within BC)

Fax: (250)368-3990

F-mail: mdaines@rdl/b accord

SERVICE CONTRACT

File #:

Purchase Order #:

Project: TDAC Box Office

		_	b.com	
THIS AGREEMENT exe	ecuted in o	duplicate and	dated for refe	erence the:
8	day of	March		. 2017
(Day)	_ uu, o	(Month)		(Year)
Regional District of Ko (hereinafter called the "F at the following address 202 – 843 Rossland Ave Trail, BC V1R 4S8 Telephone #: (250) 364	Regional [: enue, -3000	Soundary	AND	Trail and District Arts Council. (hereinafter called the "Contractor") at the following address: 1501 Cedar Avenue, Trail, BC Telephone #: 250-368-9669 Workers Compensation Board #:
	_			
(a) THE CONTRACTOR		ovide the follo	wing Service	s:
. To provide for Box	c Office S	ervices for t	he Charles E	Bailey Theatre as outlined in attached agreement.
"A" hereof ("the Serv	vices") co extension	mmencing or s based on th	or around Ja	greement provide the services described in Schedule anuary 1, 2017 and ending on or around December 31, conditions outlined in the Attachment 'A' (the "Term)
SCHEDULE B - CONT	RACT PA	YMENT		
(a) CONTRACT PRICE	/RATE: \$	23,000.00 pe	er year plus \$	25/hr per staff for high demand events.
(b) BILLING DATE: Up	on submi	tted invoice:	s, pursuant t	o terms and conditions outlined in Attachment 'A'
of this form. IN WITNES year first above written.	SS WHER	EOF the part		nding the additional conditions appearing on the reverse live duly executed this Agreement as of the day and
THE CORPORATE SEA REGIONAL DISTRICT	_		NDARY	
Chair			T	DAC Signing Officer

THE CONTRACTOR

- 1. The Contractor shall:
 - (a) Undertake all work and supply all materials necessary to perform the Services, unless stipulated otherwise in Schedule A;
 - (b) Upon the request of the Regional District of Kootenay Boundary (herein after called the RDKB) fully inform the RDKB of the work done by the Contractor in connection with the provision of the Services and permit the RDKB at all reasonable times to inspect, review and copy all works, productions, buildings, accounting records, findings, data, specifications, drawings, working papers, reports, documents and materials, whether complete or otherwise, that have been produced, received or acquired by the Contractor as a result of this agreement;
 - (c) Comply with all applicable municipal, provincial and federal legislation and regulations;
 - (d) At its own expense, obtain all permits and licenses necessary for the performance of the Services, and on request provide the RDKB with proof of having obtained such licenses or permits;
 - (e) Promptly pay all persons employed by it;
 - (f) Not assign this Agreement, not subcontract any of its obligations under this Agreement, to any person, firm or corporation without the prior written consent of the RDKB;
 - (g) At all times, exercise the standard of care, skill and diligence normally exercised and observed by persons engaged in the performance of services similar to the Services;
 - (h) At all times, treat as confidential all information and material supplied to or obtained by the Contractor or subcontractor as a result of this Agreement and not permit the publication, release or disclosure of the same without the prior written consent of the RDKB;
 - (i) Not perform any service for any other person, firm or corporation which, in the reasonable opinion of the RDKB, may give rise to a conflict of interest;
 - (j) Be an independent Contractor and not the servant, employee or agent of the RDKB;
 - (k) Ensure all persons employed by it to perform the Services are competent to perform them, adequately trained, fully instructed and supervised;
 - (I) Accept instructions from the RDKB, provided that the Contractor shall not be subject to the control of the RDKB in respect of the manner in which such instructions are carried out;
 - (m) At its own expense, obtain Workers Compensation Board coverage for itself, all workers and any shareholders, directors, partners or other individuals employed or engaged in the execution of the Workers Compensation Act and regulations thereunder. Upon request, the Contractor shall provide the RDKB with proof of such compliance;
 - (n) Be responsible for all fines, levies, penalties and assessments made or imposed under the Worker's Compensation Act and regulations relating in any way to the Services, and indemnify and save harmless fines, levies, penalties and assessments;
 - (o) Ensure that all personnel hired by the Contractor to perform the Services will be the employees of the Contractor and not to the RDKB with the Contractor being solely responsible for the arrangement of reliefs and substitutions pay supervision, discipline, employment insurance, workers compensation, leave and all other matters arising out of the relationship of employer and employee;
 - (p) Not in any manner whatsoever commit or purport to commit the RDKB to the payment of any money;
 - (q) Establish and maintain time records and books of account, invoices, receipts, and vouchers of all expenses incurred;
 - (r) Notwithstanding the provision of any insurance coverage by the RDKB, indemnify and save harmless the RDKB, its successor(s), assign(s) and authorized representative(s) and each of them from and against losses, claims, damages, actions, and causes of action (collectively referred to as "Claims"), that the RDKB may sustain, incur, suffer or be put to at any time either before or after the expiration or termination of this Agreement, that arise out of errors, omissions or negligent acts of the Contractor or its subcontractor(s), servant(s), agent(s) or employee(s) under this Agreement, excepting always that this indemnity does not apply to the extent, if any, to which the Claims are caused by errors, omissions or the negligent acts of the RDKB its other contractor(s), assign(s) and authorized representative(s) or any other persons;
 - (s) Use due care that no person or property is injured and no rights infringed in the performance of the Services, and shall be solely responsible for all losses, damages, costs and expenses in respect to any damage or injury, including death, to persons or property incurred in providing the Services or in any other respect whatsoever.;
 - (t) Obtain and maintain in force, during the Term, adequate insurance as determined by the Contractor, or as specified by the RDKB in writing. If the RDKB requires the Contractor to

- purchase and maintain a policy of General Liability Insurance, the policy shall name the RDKB as An Additional Insured;
- (u) Inspect the site where the Services are to be performed (the "Site") and become familiar with all conditions pertaining thereto prior to commencement of the Services;
- (v) Where materials and supplies are to be provided by the Contractor, use only the best quality available;
- (w) Where samples of materials or supplies are requested by the RDKB, submit them to the RDKB for the RDKB's approval prior to their use;
- (x) Not cover up any works without the prior approval or consent of the RDKB and, if so required by the RDKB, uncover such works at the Contractor's expense; and
- (y) Keep the Site free of accumulated waste material and rubbish caused by it or the Services and, on the completion of the Services, leave the Site in a safe, clean and sanitary condition.

THE REGIONAL DISTRICT OF KOOTENAY BOUNDARY

- 2. The RDKB shall:
 - (a) subject to the provisions of this Agreement, pay the Contractor, in full payment for the Services which in the opinion of the RDKB at the times set out is Schedule "B" of this Agreement (herein called " Contract Price"), and the Contractor shall accept such payment as full payment for the Services;
 - (b) notwithstanding Subsection 2(a), not be under any obligation to advance to the Contractor more than 90% of the Contract Price for Services rendered in accordance with Schedule "A" to the satisfaction of the RDKB. The 10% holdback shall be retained for a period of 40 days after completion of the Services, and interest shall not be payable on the amount held back by the RDKB;
 - (c) at it's discretion, holdback from the Contract Price in addition to the 10% holdback contemplated in Subsection 2(c), sufficient monies to indemnify the RDKB completely against any lien or claim of lien arising in connection with the provision of the Services;
 - (d) make available to the Contractor all available information considered by the RDKB to be pertinent to the Services:
 - (e) give the Contractor reasonable notice of anything the RDKB considers likely to materially affect the provision of the Services; and
 - (f) examine all studies, reports, sketches, proposals and documents provided by the Contractor under this Agreement, and render decisions pertaining thereto within a reasonable time.

TERMINATION

- In the event of a substantial failure of a party to perform in accordance with the terms and conditions of this Agreement, it may be terminated by the other party on five days written notice.
- 4. The RDKB may, at its sole discretion, terminate this Agreement on 10 days notice, and the payment of funds required to be made pursuant to Section 5 shall discharge the RDKB of all of it's liability to the Contractor under this Agreement.
- 5. Where this Agreement expires or is terminated before 100% completion of the Services, the RDKB shall pay to the Contractor that portion of the Contract Price which is equal to the portion of the Services completed to the satisfaction of the RDKB prior to expiration or termination.
- Where the Contractor fails to perform or comply with the provisions of this Agreement the RDKB may, in addition to terminating this Agreement, pursue such remedies as it deems necessary.

GENERAL

7. The RDKB shall be the sole judge of the work, material and the standards of workmanship in respect of both quality and quantity of the Services, and his decision on all questions in dispute with regard thereto, or as to the meaning and intentions of this contract, and as to the meaning or interpretation of

- the plans, drawings and specifications, shall be final, and no Services shall be deemed to have been performed as to entitle the Contractor to payment therefrom, until the RDKB is satisfied therewith.
- The RDKB certifies that the Service purchased pursuant to this Agreement are for the use of and are being purchased by the RDKB and are therefore SUBJECT TO THE FEDERAL GOODS AND SERVICES TAX.
- This Agreement shall be governed by and construed in accordance with the Regional District of Kootenay Boundary.
- 10. Time shall be of the essence of this Agreement.
- 11. Any notice required to be given hereunder shall be delivered or mailed by prepaid certified or registered mail to the addresses above (or at such other address as either party may from time to time designate by notice in writing to the other), and any such notice shall be deemed to be received 72 hours after mailing.
- This Agreement shall be binding upon the parties and their respective successors, heirs and permitted assigns.
- 13. A waiver of any provision or breach by the Contractor of any provision of this Agreement shall be effective only if it is in writing and signed by the RDKB.
- 14. A waiver under Section 13 shall not be deemed to be a waiver of any subsequent breach of the same or any other provision of this Agreement.
- 15. Everything produced, received or acquired (the "Material") by the Contractor or subcontractor as a result of this Agreement, including any property provided by the RDKB to the Contractor or subcontractor, shall:
 - (a) be the exclusive property of the RDKB; and
 - (b) be delivered by the Contractor to the RDKB immediately upon the RDKB giving notice of such request to the Contractor.
- 16. The copyright in the Material belongs to the RDKB.
- 17. The RDKB may, at its discretion, notify the Contractor that the terms, amounts and types of insurance required to be obtained by the Contractor hereunder be changed.
- 18. Where the Contractor is a corporation, it does hereby covenant that the signatory hereto has been duly authorized by the requisite proceedings to enter into and execute this Agreement on behalf of the Contractor.
- 19. Where the Contractor is a partnership, all partners are to execute this Agreement.
- 20. Sections 1 b), i), j), r), and 16 of this Agreement will, notwithstanding the expiration or earlier termination of the Term, remain and continue in full force and effect.

CHARLES BAILEY THEATRE BOX OFFICE OPERATION CONTRACT

THIS AGREEMENT made the 1^{ST} OF JANUARY, 2017.

Between:

REGIONAL DISTRICT OF KOOTENAY BOUNDARY, 202 – 843 Rossland Ave. Trail, British Columbia

(Herein called the "Owner")

OF THE FIRST PART

And

TRAIL AND DISTRICT ARTS COUNCIL, a registered Society in British Columbia, 1501 Cedar Avenue. Trail, British Columbia

(Herein called the "TDAC")

OF THE SECOND PART

Whereas the Owner owns certain lands designated as the "Charles Bailey Theatre" managed by the Regional District of Kootenay Boundary (RDKB);

And whereas, the Owner desires to provide funding for the operation of the Box Office of the Charles Bailey Theatre and the TDAC has agreed to undertake such duties;

Now Therefore This Agreement Witnessed that the parties covenant, agree and acknowledge as follows:

- That the TDAC hereby covenants and agrees with the Owner to assume and undertake the position of Box Office Management of the Charles Bailey Theatre, as herein described and not as employee of the Owner and to that end, the TDAC will perform and carry out this agreement and all reasonable duties defined or contemplated by this agreement including but not limited to:
 - (a) Staffing the Box Office of the Charles Bailey Theatre four hours per day, Monday to Friday (except on statutory holidays) from September 1 to June 30, except for two weeks at Christmas. The Box Office will be open one day a week, for four hours, during July and August, and for 1.5 hours for each ticketed performance at the Charles Bailey Theatre. All additional opening hours and staffing requested by the Owner, or required for high-demand events, will require payment of \$25 per hour per employee. The Owner shall be made aware of and approve additional staffing requirements in advance.
 - (b) Box Office Ticket sales will be conducted in person, over the phone, and electronically on line TDAC will be responsible for providing and maintaining proprietary software required for online ticket sales.
 - (c) The TDAC will maintain the listings for theatre events on the Arts Council's website, which is the only website presence for the theatre at this point.
 - (d) Electronically-generated ticket sales reports, as required.
 - (e) Ticket sale reconciliation on performance nights for RDKB and/or agents if requested to do so.
 - (f) Liaison with facility manager.
- 2. The Owner, inconsideration of TDAC's foregoing covenants and the continued performance of its contractual duties, hereby grants unto the TDAC the complimentary use of an office space for the purpose of administrating the program designated by the Owner for the aforesaid residential purposes upon the following terms:
 - (a) That the TDAC shall provide their own office equipment such as computer, telephone or other office equipment to complete their tasks;

	(b) That the TDAC bear the costs of travel, office supplies and any additional costs associated with the promotion and marketing of the CBT, although the RDKB may enter in to partnership of grants with the TDAC and may share some costs associated with the grant applications;
	(c) And that the Owner will provide services including lighting, heat and internet;
3.	This agreement shall not be assignable by the TDAC without the specific consent of the Owner, and such consent may be withheld for whatever cause; and both the TDAC and the Owner shall make and execute such further and other documents as are necessary to give full force and effect hereto.
4.	The Owner shall remunerate the Trail and District Arts Council an amount of \$23,000 in 2017 and \$23,000 in 2018. These amounts will be paid in two equal installments to the Arts Council on January 1 and August 1 of each year. This agreement may be replaced during it's term with a new agreement between the parties that the TDAC take over full operation of the theatre from the Owner.
5.	Prior to the end of the 2 year agreement which expires on December 31, 2018, both parties will meet to discuss future options of the program.
	IN WITNESS WHEREOF these presents have been executed on the day, month and year first above written.
	Regional District of Kootenay Boundary
	Trail and District Arts Council



November 25, 2016

Mark Daines Manager Facilities & Recreation Regional District of Kootenay Boundary

RE: The Bailey Theatre box office contract

Dear Mark:

With the box office contract expiring at the end of December, we need to discuss how to proceed in the new year. As the arts council will not be in a position to take over full theatre operations in 2017 as projected in the theatre business plan, we propose renewing the box office contract for two years, with the following changes:

- 1. (a) Replace the last sentence with the following: "All additional opening hours and staffing requested by the Owner, or required for high-demand events, will require payment of \$25 per hour per employee. The Owner shall be made aware of and approve additional staffing requirements in advance."
- 1. (b) Replace with the following: "Box office ticket sales will be conducted in person, over the phone, and electronically online. TDAC will be responsible for providing and maintaining proprietary software required for online ticket sales."
- 1. (d) Replace with the following: "Electronically-generated ticket sales reports, as required."
- 4. Replace the first sentence with: "The Owner shall remunerate TDAC an amount of \$23,000 in 2017 and \$23,000 in 2018."
- Replace with "This agreement may be replaced during its term with a new agreement between the parties that the TDAC take over full operation of the theatre from the Owner.

The contract fee increase requested is based on the fact that we are now paying \$21/hour (with no pension or benefits), and have additional evening operating hours because of more bookings, and reflects our actual costs for the period June 1, 2015 to May 31, 2016. I will be away from Nov. 30 to Dec. 31, but you can review this matter with Betty Seinen and Nadine Tremblay, as well as the possibility of the arts council taking on additional – although not full – theatre responsibilities as of June 1, 2017.

Yours sincerely, RM Maslech.

Raymond Masleck, President



Federal/Provincial Gas Tax Funding Application

Application Date Ma	rch 14th, 2017		
Project Title Ro	ssland Museum Renewal Project		
Applicant Contact In	ormation:		
Name of Organization	Rossland Historical Museum and Archives Association		
Address	PO Box 26, Rossland, BC V0G 1Y0		
Phone No.	250-362-7722 Fax No. 250-362-5379		
Email Address	info@rosslandmuseum.ca		
Director(s) in Suppor Of Projec	t Area		
Amount Required Do not include GST if you ha	\$25,000		
Land Ownership – Pl	ease check one of the following:		
	is the owner of the property s Crown Land. Tenure/license number		
Do you have the land	downer's written approval to complete the works on the land(s)?		
× Yes (include co	ppies of permits)		
Ownership and Lega posed works will occ	Description details are required for all parcels of land on which the pro- ur.		
Registered Owners o	f Land Legal Description of land(s)		
City of Ros	esland PCL 1 (GREEN ON PL R299) DL 538 KOOTENAY DISTRICT EXC PT INCLUDED IN PL NEP21958		



Application Contents - must include all of the following:

- Description of the project including management framework
- 2. Project Budget including project costs (E.g. employee, equipment, etc.)
- 3. Outline of project accountability including Final Report and financial statements
- 1. Eligible Project Description including timeline:

The Rossland Historical Museum & Archives Association's main museum building was built in 1967 as part of Canada's Centennial celebrations, and over the years has grown to include roughly 10,000 square feet of exhibitions, public programming space, collections storage, and other related functions. The exciting "Site, Facility, Operational and Sustainability Plan" for the Rossland Historical Museum was adopted by Rossland City Council early 2014, calling for an ambitious revitalization of the Museum. The plan, completed by preeminent Museum architect and planner Don Luxton & Associates and jointly funded by Teck Metals and the City of Rossland, proposed a bold \$3 million redevelopment of the dated museum in five distinct components: 1) Atrium; 2) Entrance Gallery; 3) Exterior Renewal; 4) Interior Renewal and, 5) Mechanical/Electrical/Plumbing. Inspired by the plan, the Museum Society has re-branded the museum 'Rossland Museum & Discovery Centre", (RMDC) focused on cultural tourism opportunities in a community where tourism opportunities are growing and struck a development committee with City, corporate, tourism, museum and other professional expertise to oversee the development process.

The Phase I renovations are contained within the building envelope, but include everything from demolishing internal walls, upgrading electrical systems, installing a new gas furnace and connecting to the gas line for the first time, constructing accessible washrooms, and raising the entrance gallery ceiling (still within building envelope). Construction began on February 1st, 2017 and will be in two phases. The initial phase will be complete by March 31st and consist of the demolition and engineering, mechanical, electrical, and plumbing upgrades, including moving the public washrooms.

The second phase will be the creation of an Entrance Gallery, which will include public space for community events and public programming as well as travelling and temporary exhibitions, the visitor centre, and facility rental space. The construction portion will be complete by June 7th, 2017, and we will have from early June to early July to complete any additional furniture & fixture purchases or installations in time for an opening even in July 2017.



1.1 Project Impact:

This project is a result of wide community consultations resulting in a clear interest in an updated facility that would provide more space that was open and flexible. The priorities included a community "third space," rotating exhibitions, travelling exhibits, and flexible programming/event space. The flexibility of the space and the versatile and modern furniture & fixtures that this project will install allows new and creative partnerships with community organizations, business, tourism, and other economic sectors of the community for all types of public programming and events.

The project will also allow us to improve access both for facility use and public access to our collection, exhibitions, archives, and more for a local and regional audience. A flexible space will be key in further engaging youth, indigenous, and culturally diverse communities in the region through additional programming and travelling exhibitions.

The facility is currently accessible to people with disabilities but has some narrow pathways and doorways particularly in the area of the building this construction is addressing, and the upgrades will solve these and further enhance existing facilities and services.

Rossland offers a limited range of facilities and public spaces for community activities and events. Accordingly, the successful completion of this upgrade to the RMDC will add significantly to that mix of public amenities, including larger, more flexible multi-use space, event and exhibition equipment and systems, and upgraded and reconfigured washrooms, and supporting facilities. The reconfiguration of the entrance gallery will provide RMDC with new exhibition and programming space that can accommodate a wider array of themes that present a more sophisticated examination, including hosting traveling exhibitions that would otherwise not be seen in our region. As a community 'third space', the RMDC has committed to a wider engagement with the City's and the region's artistic and heritage programming and exhibition community - based on community consultation. It is important to note that this kind of exhibition and programming space is almost non-existent in the area, and will absolutely allow for a greater diversity of programming and disciplines to be presented.

In terms of sustainable building practices, the RMDC has worked closely with the Architects to ensure the maximum benefit can be reached in terms of improvements to building systems functions (HVAC, insulation etc.) and to building envelope integrity – the latter through the replacement of old windows or filling some windows in completely (ie, in the Archives).



1.2 Project Outcomes:

The following list provides an outline of project outcomes to meet current museum/gallery standards and practices:

- removal of the low suspended-ceiling in the entrance in order to open the space into a more welcoming setting. The museum has had interest from community groups, business, and tourism for reception space and this interest is facilitated with the relocation of washrooms to provide appropriate space.
- removal of a non-bearing concrete block wall separating the entrance space from the exhibitions space. This work will allow for the incorporation of a new temporary exhibition space that will respond to community interests and needs. It will also accommodate wider public programming needs that are related directly to the exhibitions or that reflect other elements of the collections. This space will also accommodate new community expectations of museums to act as a 'third space' for a wide array of community cultural and artistic engagement.
- consolidation of administration and staff work offices and meeting space in order to gain operational efficiencies. These changes will also facilitate better use of the RMDC's important volunteer corps.
- removal of all non-bearing interior walls in the archives work/storage spaces to gain operational efficiencies and to help ensure better security and protections for collections. This renovation will strengthen RMDC's connection to business and tourism functions and to broader community interests, thereby helping generate both traffic and revenue.
- relocation of public washroom facilities from the entranceway to the side of the building. This move will also allow updates that better accommodate the needs of visiting families, seniors, tour groups and the broader visiting public.

1.3 Project Team and Qualification	s:		
Please see attached.			
			6
47)(9 90	

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 (\$)	
Revenue			
Gas Tax Funding	Unconfirmed	\$25,000	
Canada Cultural Spaces	Confirmed	\$80,000	
Columbia Basin Trust	Confirmed	\$50,000	
BC Gov Resort Municipality Initiative	Confirmed	\$56,000	
City of Rossland	Confirmed	\$45,000	
RMDC - Fundraising	Confirmed	\$30,000	
Western Economic Diversification - Canada 150 Grant	Confirmed	\$65,000	
	* · · · · · · · · · · · · · · · · · · ·	\$351,000	
Expenses			
Construction Material/Labour	Entrance Gallery & Public Washroom construction - NDB Contracting	\$180,000	
Entrance Gallery F&F	Furniture & Fixtures - Admission Desk, Visitor Research Desk, Exhibit Cases, etc.	\$94,000	
Exterior Renewal	Paint/Signage/Entry Sculpture	\$56,000	
Communications/Signage	Project promotion & signage	\$1,000	
Project Management	\$25/hr x 800 hours	\$20,000	
к	Total	\$351,000	

1.3 Project Team and Qualifications:

The project coordinator is the RMDC Museum Director with project management support by the Museum Board in close partnership with City of Rossland's professional staff whose responsibility it is to ensure effective project management oversight.

Day-to-day project management will be carried out by:

Joelle Hodgins - RMDC, Museum Director and Project Coordinator

Joelle Hodgins has been the Museum Director of RMDC for more than two years, and she came from being the Executive Director of the Miles Canyon Historic Railway Society in Whitehorse, Yukon with an annual operating budget of \$300,000, including an annual capital budget from the Yukon Territorial Government of \$50,000-\$100,000.

Darrin Albo - City of Rossland, Manager of Public Works

As the renovations are happening to a municipal building, Darrin Albo will be heavily involved in the oversight certainly through the tender process and then continuing through until the completion of the project. Mr. Albo has been on our Building Review Committee since its inception a year ago and manages all of the City's major capital projects.

Chris Fairbank - President of Fairbank Architects Ltd., Architect and Contract Administrator

Consulting oversight support is being provided by:

Carol Vanelli-Worosz - Teck Metals Ltd., Industry liaison and Community Engagement Leader

Mike Stolte - Development Committee facilitator and business consultant

Mike Stolte is the Executive Director of the Centre for Innovative & Entrepreneurial Leadership and retained by Teck Metals Ltd. to facilitate the Rossland Museum Renewal Project's Development Committee. Mr Stolte has also specifically assisted in the development of our business and fundraising plans.

Wayne Wilson - Museum consultant

Wayne Wilson, museum consultant, was retained by Teck Metals Ltd. to facilitate the development of an RFP for the feasibility study and further assistance as the project progresses. Mr. Wilson has over 30 years of experience in the museum field and has worked on a number of major capital projects for BC towns, museums, and organizations.

The RMDC has Board members who are able and willing to advise on the work program as it unfolds. In addition, the facility is municipally-owned and under a long term lease and operating agreement with the RMDC. Accordingly, all critical steps in the project work plan will be reviewed and approved by the municipality. These measures will be combined with regular project team meetings, issues logs, work and materials tracking, and other techniques appropriate to the scale and scope of the project.

A	dditional Budget Information		
	Please see attachment:	it	

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provision of a Final Report including copies of all invoices

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
p 4	Joelle Hodgins	March 15th, 2017

Additional Budget Information:

We have contracted NDB Contracting for the full renovation of \$413,000, while this application is focused on the Entrance Gallery and Public Washrooms aspect of the renovation - amounting to \$180,000 in construction costs. In addition, we would contract with NDB for a new admissions desk (included in the second line - Furniture & Fixtures) for \$19,000. Additional furniture & fixtures would be locally sourced where possible (e.g. exhibit cases built locally, entry sculpture/sign made locally) and otherwise purchased from appropriate sources (e.g. desks, supplies, paint) locally where possible. We are working closely with the City of Rossland's CFO and Public Works Manager as well as Fairbanks Architects Ltd. to oversee the expenditures with the contractor as well.

Additional Budget Information

We have contracted NDB Contracting for the full renovation of \$413,000, while this application is focused on the Entrance Gallery and Public Washrooms aspect of the renovation - amounting to \$180,000 in construction costs. In addition, we would contract with NDB for a new admissions desk (included in the second line - Furniture & Fixtures) for \$19,000. Additional furniture & fixtures would be locally sourced where possible (e.g. exhibit cases built locally, entry sculpture/sign made locally) and otherwise purchased from appropriate sources (e.g. desks, supplies, paint) locally where possible. We are working

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provision of a Final Report including copies of all invoices

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
Mah.	Joelle Hodgins	March 15th, 2017

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract:
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section $1.1\,$
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.

THE ROSSLAND HISTORICAL MUSEUM & ARCHIVES ASSOCIATION CONTRACT

This agreement made and entered into this 9th day of September, 2014.

BETWEEN: The Rossland Historical Museum & Archives Association

P.O. Box 26 ROSSLAND, B.C. VOG 1YO

(hereinafter referred to as "the Association")

AND: The Corporation of the City of Rossland

P.O. Box 1179 ROSSLAND, B.C. VOG 1YO

(hereinafter referred to as "the City")

WHEREAS: Pursuant to Section 176(1)(c) of the Local Government Act, the City may provide

assistance for the operation of a museum for the purpose of benefitting the community:

AND

WHEREAS: The City wishes to provide land and buildings for the operation of a museum to preserve

and display the history of Rossland; AND

WHEREAS: The City is the owner of lands described as: DL 538, KLD, Lying N of the Rossland

Sheep Lake Highway as shown on PL R-299 & lying E of the Terasen Gas RW as shown on RW PL 188; the above parcel of land is shown as PCL 1 & outlined in GR on PL

R299 (Roll # 1729.000): AND

WHEREAS: The Association is incorporated under the Society Act of BC and is a registered

charitable organization; AND

WHEREAS: The Association wishes to operate a museum and archives facility for the benefit of the

citizens of Rossland:

NOW THEREFORE THIS AGREEMENT WITNESSES that the Association and the City in consideration of the fulfillment of their respective covenants, agreements and obligations, as herein set forth, covenant and agree, each with the other, as follows:

ARTICLE 1 - PREMISES

1.01 - The City hereby engages the Association to use and occupy, on behalf of the City, the lands and buildings described as DL 538, KLD, Lying N of the Rossland Sheep Lake Highway as shown on PL R-299 & lying E of the Terasen Gas RW as shown on RW PL 188; the above parcel of land is shown as PCL 1 & outlined in GR on PL R299 (Roll # 1729.000), and a portion of DL 240, KLD (Roll #1723.000), Subsidy Lot 17, Township 9A, Plan X62 (Roll #1699.000), Subsidy Lot 17A, Township 9A, Plan X62 (Roll #1700.000), and those parts of Parcel 91, Township 9A, Plan X62 described by certificates of title 16447-A and 42734-I (the "Premises") for the purpose of operating a museum ("the Museum").

ARTICLE 2 - MUSEUM OPERATIONS

- 2.01 The Association shall operate the Museum in a manner consistent with the objectives defined in the constitution of the Association and with the provisions of the *Society Act*.
- 2.02 The Association shall maintain and operate the Museum on the Premises for general access by the public and may establish operating days and hours as deemed reasonable by the Association.
- 2.03 The Association shall establish a schedule of admissions for the viewing of the Museum by the public, providing for such visitor categories and admissions rates as deemed reasonable by the Association.
- 2.04 The Association may operate a gift shop, offer light snacks and beverages for sale to the public, and provide other services related to the Museum's activities on the premises.
- 2.05 The Association shall retain all revenues derived from admissions to the Museum provided always that such revenues are utilized by the Association exclusively for the payment for goods and services directly related to the operation of the Museum specifically and the furtherance of the Museum in general.

ARTICLE 3 - THE ASSOCIATION'S RESPONSIBILITIES

- 3.01 The Association shall comply with all federal, provincial, and municipal laws, bylaws, and regulations applicable to the use and occupation of the Premises including, without limiting the generality of the foregoing, those laws, bylaws, and regulations pertaining to fire and safety.
 - 3.02 The Association hereby agrees to supply all necessary labor involved in the operation of the Museum and, without limiting the generality of the intent, the manpower requirements include all guide, custodial, administrative and office staff.
 - 3.03- The Association shall be responsible for all operating costs of the Museum, including, without limiting the generality of the intent, the cost of utilities, yard and building

- maintenance, but excluding the cost of those specific services which are assigned to the City pursuant to Article 4 of this agreement.
- 3.04 The Association shall be responsible for any Director's liability insurance deemed necessary by the Association.
- 3.05 The Association shall develop, on an annual basis, a short and long term marketing strategy.

ARTICLE 4 - THE CITY'S RESPONSIBILITIES

- 4.01 The City covenants and agrees to maintain the grounds around the museum in good condition, at the City's cost as approved in the annual City budget, for use by the Association and public. Such maintenance may include, manpower, equipment, and supplies for the purpose of mowing, trimming, planting and watering of all grounds and areas surrounding the Museum.
- 4.02 The City may provide snowplowing services as required to provide access to buildings by emergency vehicles.
- 4.03 The City may maintain and be responsible for all such insurance as is necessary to protect and cover from the loss of, or damage to, the Museum, its facilities and equipment by fire or other usual insurable causes. The insurance shall include comprehensive general liability insurance in an amount of five million dollars per occurrence. The insurance shall be in the joint names of the Association and the City. The City shall notify the Museum before any changes to the insurance coverage.
- 4.04 The City shall maintain and be responsible for all such insurance as is necessary to protect and cover from the loss of, or damage to, the contents of the Museum, including artifacts and exhibits. The City acknowledges that such contents are the property of the Association.
- 4.05 The City, as owner of the lands, or as Lesee, on indentures with Teck Metals Ltd. For certain lands and premises, shall be responsible for the payment of any user fees and property taxes assessed or levied against the land and buildings.
- 4.06 The City shall be responsible for repairs and maintenance to buildings on the premises.
- 4.07 The City shall be responsible for 50% of the cost of providing electrical service to and heating of, the Museum buildings, when the Association is in a deficit position.
- 4.08 The City shall be responsible for all capital costs for the repair and maintenance of the Premises including all permanent fixtures and equipment as approved in the City's Financial Plan. These costs shall include all costs of planning, design and construction.

Page 3 of 5

Such capital expenditures to be undertaken on the advice of the Association subject to the agreement of the City and to the availability of funds. Such capital expenditures may be undertaken under the supervision of the Association with the consent of the City.

4.09 - The City agrees to be responsible for the security system, at a reasonable cost, in the Museum and to integrate such security system with the security system(s) in other Cityowned facilities.

ARTICLE 5 - FINANCIAL CONSIDERATIONS

- 5.01 The Association will be responsible for providing annual accounting statements to the City's Manager of Finance which will be due by October 31 of each year, accompanied by a completed application under Policy 03-08 Grant in Aid.
- 5.02 Operating grants will be negotiated annually as per Policy 03-08 Grant in Aid. The operating grant shall be deemed to be a fee paid to the Association, as an independent contractor, by the City in return for operating the Museum. The amount of operating grant shall not be less than the previous years' grant unless the City has given notice of change prior to the commencement of the next fiscal year.
- 5.03 The Association, its agents, servants, members and employees shall not be deemed to be agents, servants or employees of the City.
- 5.04 The Association shall submit to the City any suggestions for a capital projects by no later than October 31st in each year of the term of this agreement and such request will be considered by the City for inclusion in the budget of the following year of the term However, a request for a capital project to deal with an emergency may be submitted by the Association to the City at the time of such emergency. The City is not obligated to provide funding for emergency purposes.

ARTICLE 6 - SUB-AGREEMENTS

6.01- The Association and the City may from time to time enter into mutually agreed sub-agreements of any kind for the purpose of implementing projects or programs having the intent to further the Museum in general.

ARTICLE 7 - LENGTH OF AGREEMENT

- 7.01 The term of this agreement is for five years commencing October 1, 2014 and ending September 30, 2019, unless termination notice is served by either party six months prior to the termination of the original agreement or any subsequent renewal.
- 7.02 This agreement may be amended, renewed, or extended on further agreement between the parties.

In Witness Whereof the parties have duly executed this agreement as of the date first written above.

The Corporation of the City of Rossland by its authorized signatory:

The Rossland Historical Museum & Archives Association by its authorized signatory:

Deputy CAO/Corporate Officer

Chair, The Rossland Historical Museum & Archives Association

Page 5 of 5

TITLE SEARCH PRINT 2017-03-16, 14:32:16

File Reference: Requestor: Stacey Lightbourne

Declared Value \$ 164000

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District NELSON
Land Title Office NELSON

Title Number KV93368 From Title Number XJ3874

Application Received 2003-08-07

Application Entered 2003-09-15

Registered Owner in Fee Simple

Registered Owner/Mailing Address: CORPORATION OF THE CITY OF ROSSLAND

PO BOX 1179 ROSSLAND, BC V0G 1Y0

DETERMINABLE FEE, SEE KV93368

Taxation Authority CITY OF ROSSLAND

Description of Land

Parcel Identifier: 015-488-756

Legal Description:

PARCEL 1 (GREEN ON PLAN R299) DISTRICT LOT 538 KOOTENAY DISTRICT, EXCEPT

PART INCLUDED IN PLAN NEP21958

Legal Notations NONE

Charges, Liens and Interests

Nature: RIGHT OF WAY

Registration Number: 20645D

Registration Date and Time: 1935-05-03 10:00

Registered Owner: BRITISH COLUMBIA TELEPHONE COMPANY

Remarks: PART REFERENCE PLAN 20644D

INTER ALIA

Nature: UNDERSURFACE RIGHTS

Registration Number: KV93369

Registration Date and Time: 2003-08-07 12:03

Registered Owner: THE CROWN IN RIGHT OF BRITISH COLUMBIA

Remarks: SECTION 50 LAND ACT

Title Number: KV93368 TITLE SEARCH PRINT Page 1 of 2

TITLE SEARCH PRINT 2017-03-16, 14:32:16

File Reference: Requestor: Stacey Lightbourne

Declared Value \$ 164000

Nature: POSSIBILITY OF REVERTER

Registration Number: KV93370

Registration Date and Time: 2003-08-07 12:03

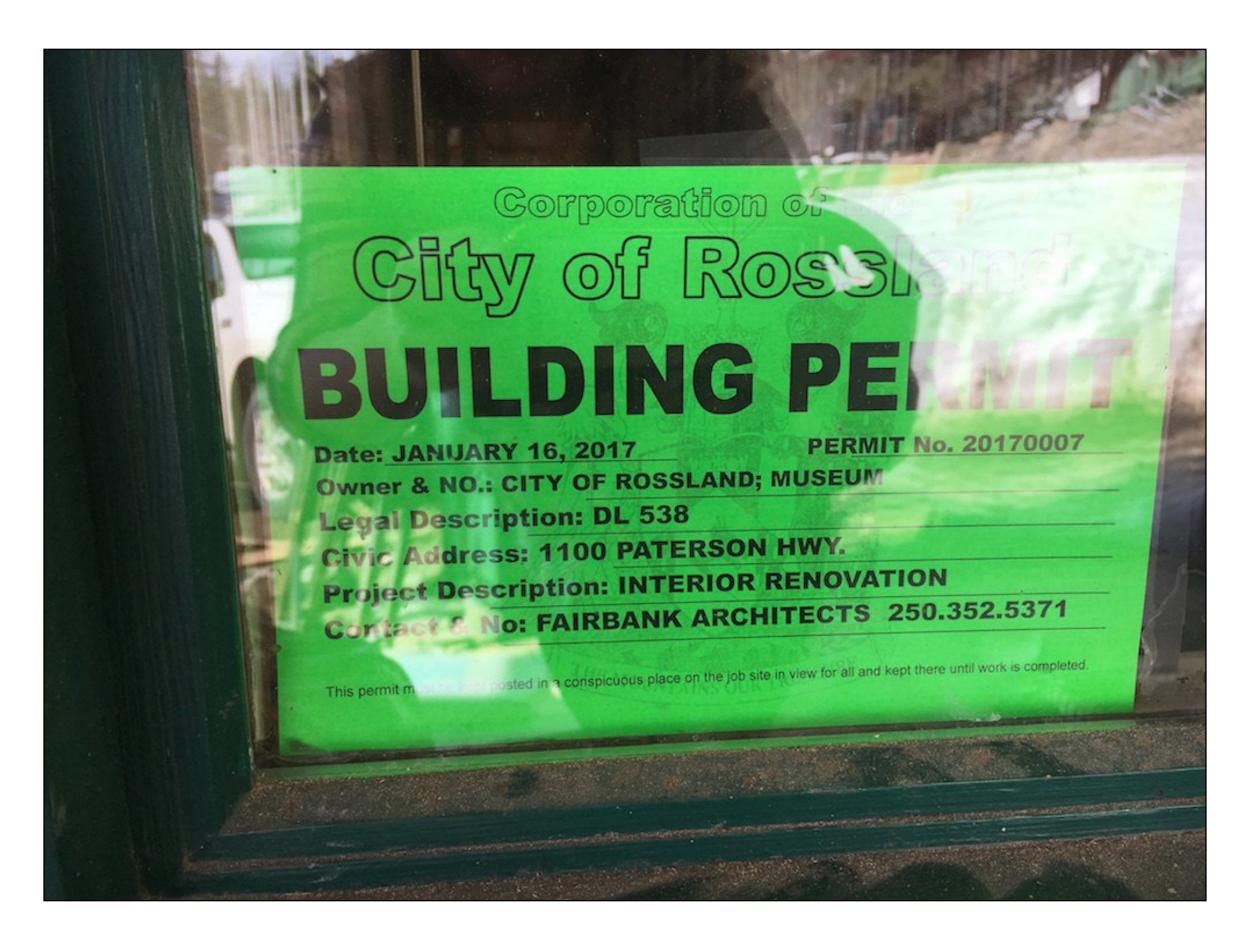
Registered Owner: THE CROWN IN RIGHT OF BRITISH COLUMBIA

Duplicate Indefeasible TitleNONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Title Number: KV93368 TITLE SEARCH PRINT Page 2 of 2



MIN	Regional District of
Kootenay	Boundary

REGIONAL DISTRICT OF KOOTENAY BOUNDARY

FILE #

MAR 2 9 2017

DOC #

Federal/Provincial Gas Tax Funding Application

Application Date M	arch 27	2017						
IVI	arch 27,	2017						
Project Title Fr	uitvale R	V Park						
Applicant Contact In	formation:							
Name of Organization	Village	of Fruitvale	8					
Address PO Box		370, Fruity	370, Fruitvale, BC V0G 1L0					
Phone No.	250-36	7-7551	Fax No.	250-367-9267	,			
Email Address	cao@vi	llage.fruitva	le.bc.ca	a				
Director(s) in Suppor	D' 1	or Ali Grieve		А	rea A			
Amount Required	\$ 70.0	00.00						
Do not include GST if you ha	ave a GST accour	it with CRA						
Land Ownership – Pl	ease check o	one of the follow	/ing:					
		of the property d. Tenure/licen						
Do you have the land	d owner's w	ritten approval t	o complet	e the works on the I	and(s)?			
Yes (include co	pies of perr	nits)						
Ownership and Legal posed works will occ		details are requ	iired for al	parcels of land on v	which the pro-			
Registered Owners o	f Land	Legal Descript	ion of land	(s)				
Village of Fruitvale		Lot1 & 2, E	Block A, DL 1236	Kootenay Land District Plan 785	C PID 015-235-653, 015-235-700			



Application Contents - must include all of the following:

- 1. Description of the project including management framework
- 2. Project Budget including project costs (E.g. employee, equipment, etc.)
- 3. Outline of project accountability including Final Report and financial statements
- 1. Eligible Project Description including timeline:

The RV Park will consist of 5 spaces and a public amenity walkway area and stream viewing area (benches, landscaping, bear-resistant trash/recycle receptacles).

The location is the rear of the property adjacent to the Fruitvale Memorial Centre and is centrally located and near to retail and restaurants, gas stations etc. The site will attract travelling public as well as people who may be attending events/weddings etc. at the Fruitvale Memorial Hall.

The RV area is set back further than the required 15m high water mark and will have no impact on Beaver Creek. The creekbank will be enhanced by a publicly accessible area for passive recreational use (walking/viewing). It has long been the desire to maximize the potential of this creek area. This will provide a public recreational benefit as well as an economic return to fully offset the future operating costs.

The site will be serviced with water, sewer and electrical connection (available immediately adjacent to the proposed RV sites) as well as with bear-resistant garbage and recycling bins, dog waste dispensers/bins and with a drive through sani-dump. The water and sewer connections will be installed by Villlage works crew, the electrical work by an electrical contractor, the site leveling by works crew where Village equipment is appropriate and by contractors where specialty equipment is required. All contracted services and purchased supplies will be done in compliance with the Village's Purchasing Policy (available on the Village's website under Municipal Services tab, Bylaws & Policies, Policies, Purchasing Policy).

The CAO will be responsible for project oversight.

The Public Works Foreman will be responsible for project coordination, scheduling and crew direction as well as general contracting.

The Finance staff will be responsible for procurement, payments, financial reporting.

Copies of the proposed site and landscaping plans are attached. The concept will coordinate with the Village's design theme of authentic materials and nature enhancement (evidenced through common design elements in the new Railway Park, the existing natural stone cenotaph and the natural stone landscaping at the cemetery).



1.1 Project Impact:

The project will have several impacts:

- 1. The RV Park will utilize a currently non-productive and visually unappealing area by providing a publicly accessible and appealing access to Beaver Creek thereby maximizing the benefit of a natural community asset.
- 2. The project will provide an economic return by the daily rentals of fully serviced sites. The closest campsite locations are fully 10 km out of town so it is expected that the proposed sites will be well utilized.
- 3. There will be tourism economic spillover benefits from the site location which is immediately adjacent to retail, restaurants, and licensed premises in downtown Fruitvale.
- 4. The new amenity area will provide benefits to residents, tourists and renters of the Memorial Hall (weddings etc.)



1.2 Project Outcomes:

5 fully serviced RV sites (with water, sewer, electrical and trash/recycling)
drive-through sani-dump benefitting tourists and local residents
increased tourism/visitor economic activity within the Village downtown area
visually appealing Beaver Creek access pathway, benches etc.

1.3 Project Team and Qualifications:

Lila Cresswell, CAO Village of Fruitvale, Project Manager for numerous capital projects and also will be responsible for the financial oversight and reporting Jason Startup, PW Foreman, Village of Fruitvale, numerous capital projects oversight with roads, sewer, drainage, water, etc.

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 (\$)
Survey	site survey to determine boundaries and riparian setback	\$1500
Landscape planner	landscape plan, concept drawings, research	\$1000
Water & sewer services	labour, materials, equipment all by public works crew	\$8025
Electrical services	contracted	\$15000
Plumbing connections	contracted	\$3000
Irrigation	contracted	\$5000
Site preparation/grading	labour, materials, equipment all by public works crew	\$7860
Finish grade and prep	labour, materials, equipment, public works crew	\$22270
Extend raingarden	labour, materials, equipment, public works crew	\$11475
Plantings	purchased from greenhouses & nurseries	\$5000
Site furniture	benches, picnic tables, bins, receptacles, info kiosk	\$16235
Sani-dump	cement, water bib and stand, labour	\$5000
	Total	\$ \$101,365

Additional Budget Information

Spreadsheets detailing services, contracted works, labour and equipment are attached.

Labour and equipment are Village except minor rental equipment for excavating & leveling

Documents are attached for estimation purposes

The Village's financial commitment is 31%, estimated as \$31,365

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provision of a Final Report including copies of all invoices

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement:
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
Kunn	Lila Cresswell, CAO Village of Fruitvale	March 27, 2017

LAND TITLE ACT

STATE OF TITLE CERTIFICATE

R. ANN LESSARD 1146 CEDAR AVENUE TRAIL BC V1R 4B7

YOUR FILE NUMBER: 06-8332

LAND TITLE DISTRICT: NELSON, BRITISH COLUMBIA

CERTIFICATE NO: STC00254274

TITLE NO: LA12879

THIS IS TO CERTIFY THAT AT 18:04 ON 02 FEBRUARY, 2006,
THE STATE OF THE TITLE TO THE LAND DESCRIBED HEREIN IS AS STATED
AND IS SUBJECT TO THE NOTATIONS APPEARING BELOW. THIS CERTIFICATE
IS TO BE READ SUBJECT TO THE PROVISIONS OF SECTION 23(2) OF
THE LAND TITLE ACT (R.S.B.C. 1996 CHAPTER 250) AND MAY BE AFFECTED BY
SECTIONS 50 AND 55-58 OF THE LAND ACT (R.S.B.C. 1996 CHAPTER 245).

HAPTER 245).

REGISTRAR

REGISTRA

APPLICATION FOR REGISTRATION RECEIVED ON: 30 JANUARY, 2006 ENTERED: 02 FEBRUARY, 2006

REGISTERED OWNER IN FEE SIMPLE:
THE CORPORATION OF THE VILLAGE OF FRUITVALE
PO BOX 370
FRUITVALE, BC
VOG 1L0

TAXATION AUTHORITY: VILLAGE OF FRUITVALE NELSON TRAIL ASSESSMENT AREA

DESCRIPTION OF LAND:
PARCEL IDENTIFIER: 015-235-653
LOT 1 BLOCK A DISTRICT LOT 1236 KOOTENAY DISTRICT PLAN 785C

LEGAL NOTATIONS: NONE

CHARGES, LIENS AND INTERESTS: NATURE OF CHARGE CHARGE NUMBER DATE TIME

RESERVATION
16514D 1929-06-05 10:00
REGISTERED OWNER OF CHARGE
COMINCO LTD.
16514D
REMARKS: SEE DF 14238 INTER ALIA

DUPLICATE INDEFEASIBLE TITLE: NONE OUTSTANDING

TRANSFERS: NONE

PENDING APPLICATIONS: NONE



Category	Proponent
Survey	Hinterland Surveying
Landscape Planning	Outdoor Décor & Desi
Water & Sewer Services	VoF crew & equipment
Electrical Connections	to be RFQ
Plumbing Connections	to be RFQ
Irrigation	to be RFQ
Site Preparation & Grading	VoF crew & equipment

door Décor & Design crew & equipment e RFQ e RFQ e RFQ crew & equipment Finish Grade & Prep for Landscaping VoF crew & equipment Raingarden Extension VoF crew & equipment Landscape Plantings Georama Quote Site Furnishings

RFQ VoF crew & equipment

Sani Dump

REALLOCATION OF COSTS

Basis of Estimate or Quotes

Basis of Estimate or Quotes
estimate based on prior surveys
estimate based on prior design work on Railway Park project
see estimate spreadsheet A - some hired equipment & purchased materials
paid estimate by commercial electrician J Avis - on s/s A
estimate provided free by Savage Plumbing - on s/s A restimate based on prior installations on Railway Park project - on s/s A
see estimate spreadsheet B - some hired equipment & purchased materials
see estimate spreadsheet C - some hired equipment & purchased materials
see estimate spreadsheet D - some hired equipment & purchased materials
outlies attached quotes attached

various researched - wide range of pricings (research available on request) estimated only

additional VoF contribution for contracted equipment additional VoF contribution for purchased materials

ELIC	GIBLE COSTS - GAS	TAX	INELIGIBLE	COSTS - VoF	ELIGIBLE	1	
l		Purchased			COSTS -VoF		
Contractor	Hired Equipment	Materials	10.51		Purchased	l	
1,500	ппец Едартеп	wateriais	VoF Labour	VoF Equipmt	Materials	Proof	Ref s/s
						1,500	
1,000						1,000	
45.000	1,560	2,019	2,616	1,830			
15,000							
3,000							
5,000						31,025	s/s A
	2,240	3,750	1,400	470		7,860	s/s B
	4,240	12,800	4,445	785		22,270	s/s C
	1,560	5,470	2,615	1,830		11,475	s/s D
l		5,000		,		5,000	0.0 D
l		16,235				16,235	
		1,500	1,500	2,000		5,000	
						0,000	
25,500	9,600	46,774	12,576	6,915		101,365	Total Project Cost
l	(9,600)			9,600			
		(2,274)			2,274		
25,500	-	44,500	12,576	16,515	2,274		
	<u> </u>						
	> V E			77 N E			
	\$70,000			\$31,365			
	Gas Tax Request			VoF Contributi	on		

FMC RV PARK - SUMMARY OF COSTS Costs: Services \$ 31,024.76 Grading \$ 7,859.10 Finishing \$ 22,266.68 Rain Garden \$ 11,476.43 \$ 72,626.97 72,626.97 Breakdown Labour: Contractors \$ 32,600.00 PW Hours Labourer \$ 2,070.32 56 MMW#1 \$ 4,176.64 104 MMW#2 \$ 3,630.88 88 LH \$ 520.44 12 PWF \$ 674.66 14 \$ 43,672.94 43.672.94 274 3 employees 91.3 hours each Materials: Contractors: Services \$ 2,018.68 Electrical 15,000.00 Grading \$ 3,750.00 Plumbing 3,000.00 Finishing \$ 12,800.00 Irrigation \$ 5,000.00 Rain Garden \$ 5,470.35 Mini-ex 3,120.00 24,039.03 24,039.03 Excavator 1,000.00 Tandem 440.00 Equipment: Skidsteer \$ 2,400.00 Services \$ 1,830.00 2,640.00 Skid w/auger Grading \$ 470.00 32,600.00 785.00 Finishing \$ Rain Garden \$ 1,830.00 \$ 4,915.00 4,915.00 72,626.97 Other Costs Survey 1,500.00 Landscape Planner 1,000.00 Plantings Main RV 2,500.00 Rain Garden 2,500.00 Benches 800.00 3,200.00 Picnic Tables 5 1,650.00 8,250.00 Shippng charges 1,540.00 cement pads 9 300.00 2,700.00 barriers 5 75.00 375.00 dog stations 500.00 1 500.00 bear bins 1,775.00 1,775.00 info kiosk 500.00 1 500.00 solar light caps 12 50.00 600.00 26,940.00 Sani-dump sloped cement pad & water bib 5,000.00 TOTAL ESTIMATE 104,566.97 bench sponsorships (3,200.00)\$101,366.97





1947 BEAVER STREET Box 370 FRUITVALE, BC VOG1L0

			E OF F	RUITVAL	E PU	BLIC V	VORKS	PROJECT E	STIN	IATE			
Project Name:	FMC R	V Park						Date:				01-Mar-	17
Description:			wer and ele	ectrical serv	ices			Estimator:				Jason	
E	QUIPMEN	VT			LABO	UR		MA	ATERIA	LS		COMMEN	
Description	Hours	Rate	Amount	Description	Hours	Rate	Amount	Description	# units	\$/unit	Amount		10
Mini excavator	24	65.00	1560.00	Labourer	8	36.97	295.76	100mm wye	6	6.23	37.38	1	
107	8	65.00	520.00	MMW#1	24	40.16	963.84	100mm 45° elbow	12	3.35	40.20		
203	4	65.00	260.00	MMW#2	24	41.26	990.24	100mm 22.5° elbow	12	3.35	40.20		
204	0	65.00	0.00	Lead hand	4	43.37	173.48	100mm PVC (m)	20	7.04	140.80	1	
103	24	35.00	840.00	Foreman	4	48.19	192.76	100 mm caps	6	3.35	20.10	1	
106	6	35.00	210.00					misc supplies	1	250.00	250.00		
								150mm PVC	10	20.00	200.00		
				Electrical	1	15000.00	15000.00	150mm wye	3	15.00	45.00		
				Plumbing	1	3000.00	3000.00	150mm 45° elbow	5	10.00	50.00		
				Irrigation	1	5000.00	5000.00	150mm insp. chamber	1	50.00	50.00		
								150mm 22.5° elbow	5	10.00	50.00		
								bedding sand yd³	25	15.00	375.00		
								premix concrete	2	10.00	20.00	Equipment	3390.00
								xypex concrete	2	50.00	100.00	Labour	25616.08
								1" plastic pipe	200	1.50	300.00	Material	2018.68
								fittings	1	250.00	250.00	Sub-Total =	31024.76
								irrigation stub	1	50.00	50.00	Eng @ 8%	n/a
												Admin @10%	n/a
		TOTAL										Taxes @ 13%	not estimated
dditional Info		TOTAL	3390.00			TOTAL	25616.08			TOTAL	2018.68	TOTAL	31024.76

Additional Information:







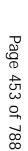
1947 BEAVER STREET Box 370 FRUITVALE, BC V0G1L0

Project Name:	FMC R\	/ Park							Date:			01-Mar-17	7
Description:	Grading	g-excavate	4" and re	epalce with	gravel	bring to	rough gra	ade Estimator:				Jason	
E	QUIPMEN	1T			LABOL			MATERIALS				COMME	NTS
Description	Hours	Rate	Amount	Description	Hours	Rate	Amount	Description	# units	\$/unit	Amount	COMMIL	110
Mini excavator	0	65.00	-	Labourer	0	36.97	-					1	
# 07	0	65.00	-	MMW#1	16	40.16	642.56						
# 203	4	65.00	260.00	MMW#2	16	41.26	660.16						
# 204	0	65.00	-	Lead hand	0	43.37	-						
# 103	4	35.00	140.00	Foreman	2	48.19	96.38						
#106	2	35.00	70.00										
excavator	8	125.00	1,000.00										
skid steer	8	100.00	800.00										
Tandem	4	110.00	440.00										
								¾" crush yd³	150	25	3,750.00		
												Equipment	2,710.0
												Labour	1,399.1
												Material	3,750.0
												Sub-Total	7,859.1
												Eng @ 8%	n/a
												Admin @10%	n/a
												Taxes @ 13%	not estimate
Additional Info		TOTAL	2,710.00			TOTAL	1,399.10			TOTAL	3,750.00	TOTAL	7,859.

Additional Information:



ITEM ATTACHMENT # g)



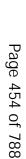


1947 BEAVER STREET Box 370 FRUITVALE, BC VOG1L0

Project Name:	FMC R		- 01 11	TOTTVAL	L 1 0	DLIO V	TOITITE	PROJECT		IAIL			
•								Date:				01-Mar-17	7
Description:			me gravei	landscape				Estimator:				Jason	
	QUIPMEN				LABOU	JR			MATERIA	LS		COMMEN	ITS
Description	Hours	Rate	Amount	Description	Hours	Rate	Amount	Description	# units	\$/unit	Amount		
Mini excavator	0	65.00	-	Labourer	40	36.97	1,478.80					1	
#07	0	65.00	-	MMW#1	40	40.16	1,606.40					1	
#203	4	65.00	260.00	MMW#2	24	41.26	990.24					1	
#204	0	65.00	-	Lead hand	4	43.37	173.48					l	
#103	10	35.00	350.00	Foreman	4	48.19	192.76					1	
#106	5	35.00	175.00										
skidsteer	16	100.00	1,600.00										
Skidsteer w/auger	24	110.00	2,640.00										
								landscape fabric	2	475.00	950.00		
								lime rock	100	72.50	7,250.00		
								topsoil	60	50.00	3,000.00		
								mulch	12	50.00		Equipment	5,025.0
			- 1					posts	42	-	in kind	Labour	4,441.6
			- 1									Material	12,800.00
												Sub-Total	22,266.6
			- 1									Eng @ 8%	n/a
												Admin @10%	n/a
								chain	1	1000	1000	Taxes @ 13%	not estimated
		TOTAL	5,025.00			TOTAL	4441.68			TOTAL	12800	TOTAL	22266.68

Additional Information:







1947 BEAVER STREET Box 370 FRUITVALE, BC V0G1L0

Project Name:	FMC R								Date:			01-Mar-1	7	
Description:	Rainga	rden-Exca	vate, inst	all pipewor	ks, grad	e path &	build soi	il beds/river	Estimato	or:		Jason	,	
The second little and	QUIPMEN	1T			LABOU				ATERIAL			COMMENTS		
Description	Hours	Rate	Amount	Description	Hours	Rate	Amount	Description	# units	\$/unit	Amount	COMMIL	110	
Mini excavator	24	65.00	1,560.00	Labourer	8	36.97	295.76	100mm wye	0	6.23	-			
ŧ07	8	65.00	520.00	MMW#1	24	40.16	963.84	100mm 45° elbow	4	3.35	13.40			
203	4	65.00	260.00	MMW#2	24	41.26		100mm 22.5° elbow	4	3.35	13.40			
204	0	65.00	-	Lead hand	4	43.37		100mm PVC (m)	5	7.04	35.20			
103	24	35.00	840.00	Foreman	4	48.19		100 mm caps	1	3.35	3.35			
[‡] 106	6	35.00	210.00					misc supplies	1	250.00	250.00			
								landscape fabric	1	475.00	475.00			
								river rock	5	72.50	362.50			
			- 1					¾" crush yd³	20	25.00	500.00			
			- 1					lime rock	3	72.50	217.50			
			- 1					topsoil	60	50.00	3,000.00			
								mulch	12	50.00	600.00	Equipment	3,390.0	
												Labour	2,616.0	
												Material	5,470.3	
												Sub-Total	11,476.4	
												Eng @ 8%	n/a	
			- 1									Admin @10%	n/a	
		TOTAL	3,390.00			TOTAL						Taxes @ 13%	not estimated	
Additional Info		TOTAL	5,390.00			TOTAL	2,616.08			TOTAL	5,470.35	TOTAL	11,476.4	

Additional Information:



ITEM ATTACHMENT # g)



Georama Holdings Ltd.
2870 Georama Rd.
Nelson, BC
V1L 6Y7
(250) 352-3468
(250) 352-2101

3/8/2017 Page 1 of 1

Invoice ASSIGN

P.O. Number:

INVOICE TO:	
Village of Fruitvale	
PO Box 370, 1947 Beaver S	str.
Fruitvale BC V0G 1L0	

SHIP	TO:				

Part Number	Description	Shipped	Price	Total	Tax
snow-marleen-2	Amethyst Doorenbos Snowberry #2 pot	3	24.50	73.50	+
bog-rose-2	Bog Rosemary 'Blue Ice' #2 pot	6	18.50	111.00	
per-1299	Black Eyed Susan 'Goldstrum' #1 Pot	18	12.50	225.00	
per-1299	Blue Oat Grass #1 Pot	8	12.50	100.00	1
crab-prairie-7	Prairie Fire Crabapple #7 pot	6	80.50	483.00	
grass-orn-1	Japanese Sedge Grass 'Ice Dance' #1 pot	19	14.50	275.50	Ť
bir-roy-5	Trosts Dwarf Laceleaf Birch #2 Pot	5	28.50	142.50	\dagger
map-pap-30	Paperbark Maple #30 pot 5cm	4	180.00	720.00	1
per-1199	Sword Fern #1 Pot	10	11.50	115.00	
rose-woods-2	Woods Rose #2 pot	4	24.50	98.00	

					1

Thank you for your order!	Sub Total	\$2,343.50
	PST 7%	\$164.05
Visit us at www.georamagrowers.com	H.S.T.5%	\$117.18
viole do de www.geordinagrowers.com	Total	\$2,624.73
Signature		

GST # 101988095



Georama Holdings Ltd.
2870 Georama Rd.
Nelson, BC
V1L 6Y7
(250) 352-3468
(250) 352-2101

3/8/2017 Page 1 of 1

Invoice ASSIGN
P.O. Number:

INVOICE TO:	
Village of Fruitvale	
PO Box 370, 1947 Beaver	Str
Fruitvale BC V0G 1L0	

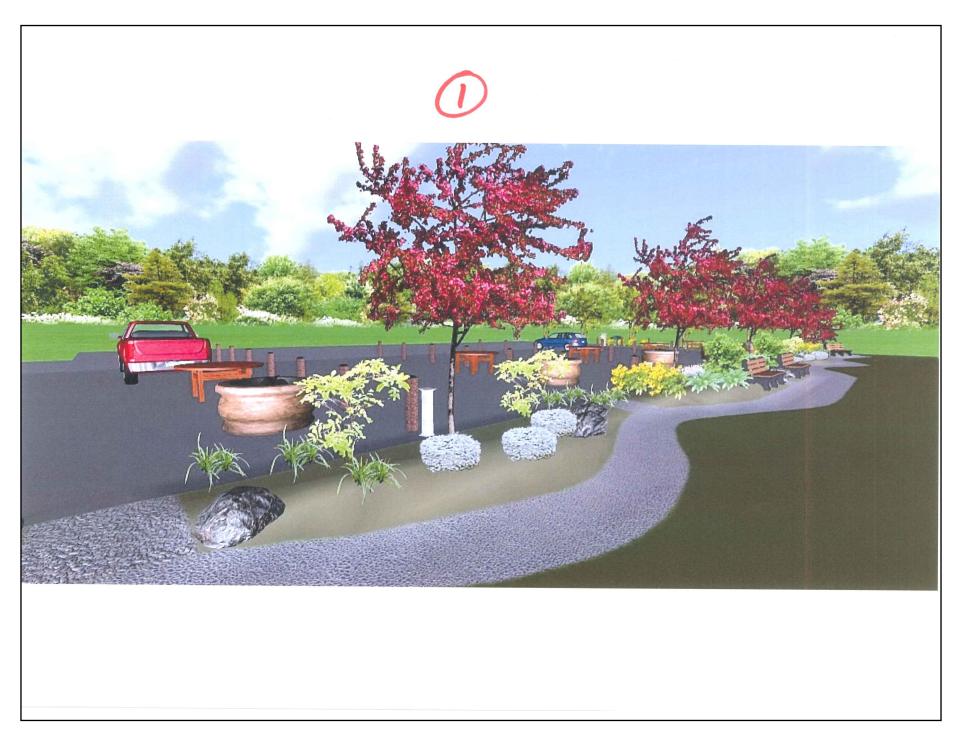
SHIP	TO:				

Part Number	Description	Shipped	Price	Total	Tax
bog-rose-2	Bog Rosemary 'Blue Ice' #2 pot	10	18.50	185.00	+
BearBerry -1	Bear Berry 4" Pot	7	5.50	38.50	
per-1299	Black Eyed Susan 'Goldstrum' #1 pot	10	12.50	125.00	
dogw-arc-2	Arctic Fire Dogwood #2 pot	5	28.50	142.50	
per-999	Blue Iris	5	9.50	47.50	
jun-star-2	Blue Star Juniper #2 pot	5	28.50	142.50	
crab-prairie-7	Prairie Fire Crabapple #7 pot	2	80.50	161.00	
grass-orn-1	Japanese Sedge Grass Ice Dance #1 Pot	7	14.50	101.50	
map-pap-30	Paperbark Maple #30 pot 5cm	6	180.00	1,080.00	
per-1199	Sword Fern #1 pot	7	11.50	80.50	
rose-woods-2	Woods Rose #2 pot	8	24.50	196.00	\top
					П

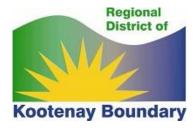
Thank you for your order!	Sub Total	\$2,300.00
	PST 7%	\$161.00
Visit us at www.georamagrowers.com	H.S.T.5%	\$115.00
3.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2.2	Total	\$2,576.00
Signature		

GST # 101988095









STAFF REPORT

Date: 07 Apr 2017 **File** Building Dept. 12-

0022BW

To: Chair Worley and the Electoral

Area Services Committee

From: Mark Andison, General Manager,

Operations /DCAO

Re: Request for Waiver of Partial Building

Permit Fee

Issue Introduction

A staff report from Mark Andison, General Manager, Operations / DCAO introducing a request from Dennis Skuter of Mountain Sky Properties Inc. requesting that partial fees payable in relation to a 2016 building permit application be waived in recognition of monies already paid by the developer toward the project in 2012.

History/Background Factors

Attached is a letter from Dennis Skuter, of Mountain Sky Properties Inc., requesting that he be credited in the amount of \$25,210 toward building permit fees applicable to a project that he is currently seeking to undertake at Big White.

In 2012, Mr. Skuter submitted an application to construct the final phase of the Stone Gate building. At that time, he paid a building permit fee of \$25,210 to the RDKB to undertake the project. However, due to market conditions he didn't pursue the construction project at that time, indicating that he would pursue the project at a later date.

In March and October of 2013, the RDKB Building Official sent faxes to Mr. Skuter indicating that he would have to pay a renewal fee of \$6,950, as per the requirements of the RDKB Building Bylaw, otherwise the building permit for the project would lapse.

Having not received a renewal fee, in December 2013 the RDKB Building Official informed Mr. Skuter that the permit was consider to have lapsed. In response, Mr. Skuter indicated that he did not want the permit to lapse.

Mr. Skuter is now wishing to pursue the project and wishes to have his previous payment of \$25,210 credited toward the new building permit application he has submitted due to the lapsing of his earlier permit. He indicates that he is willing to

pay the \$6,950 renewal fee that he did not pay in 2013 to keep the permit from lapsing and the difference in the value of the current building permit fee total minus the \$25,210 paid in 2012.

Implications

Section 10.2 of the RDKB Building Bylaw states:

Every permit is issued upon the condition that:

- 1. the work is started within six months of the date of issue of the permit;
- 2. the work is not to be discontinued or suspended for a period of more that one year;
- 3. the permit shall lapse in the event that either of the conditions in (1) or (2) above is not met;
- 4. an additional fee as set out in "Appendix A" , shall be paid if the permit is renewed.

In this case, Mr. Skuter is claiming that he did not receive the notifications regarding the renewal fee requirements. RDKB fax transmission reports indicate that the documents were indeed received.

Advancement of Strategic Planning Goals

N/A

Background Information Provided

- 1. Letter from Dennis Skuter requesting building permit fee credit of \$25,210 for fees already paid in relation to the project.
- 2. 2012 building permit documentation.
- 3. Correspondence relating to the lapse of the 2012 building permit
- 4. Correspondence relating to the renewal requirements for 2012 building permit

Alternatives

Recommendation(s)

That the Electoral Area Services Committee consider the request submitted by Dennis Skuter of Mountain Sky Properties Inc. to credit the \$25,210 fee submitted in 2012, in relation to a building permit for the final phase of the Stone Gate building, to his 2016 building permit application for the same project.

April 6, 2017

Mountain Sky Properties Inc. 2565 Whitworth Road West Kelowna, B.C., V4T 2K5

Attention: Mark Andison, MCIP, RPP

Board of Directors of Regional District of Kootenay Boundary 843 Rossland Ave. Trail, B.C. V1R 4S8

LETTER OF APPEAL

Re: Building Permit #12-0022BW, May 24,2012. Cost \$25,210.00 StoneGate Resort Building B, Phase 3 Lot A, Plan KAP72031 375 Raven Ridge Rd. Big White, B.C. May 24,2012

Please accept this letter of appeal to credit the cost of \$25,210 paid on the original Building Permit, toward the renewal Building Permit application submitted October 15, 2017, copies attached. Mountain Sky Properties Inc. failed to proceed with construction in 2012 due to lack of achievable sales, and weak economic conditions for residential resort condominiums at Big White. We requested the original Building Permit not be cancelled, as it was our intention to resume construction with improved economic conditions, and believed upon the payment of the renewal fee, the Building Permit would be revived. We have also complied with updated construction prints & schedules to the current Building Code, and submitted to RDKB as requested. With this Building Permit renewal, Mountain Sky Properties Inc. plans to proceed with construction this May 1, 2017.

Mountain Sky Properties Inc. proposes to remit the renewal fee of \$6950.00, as well as any increased Building Permit costs.

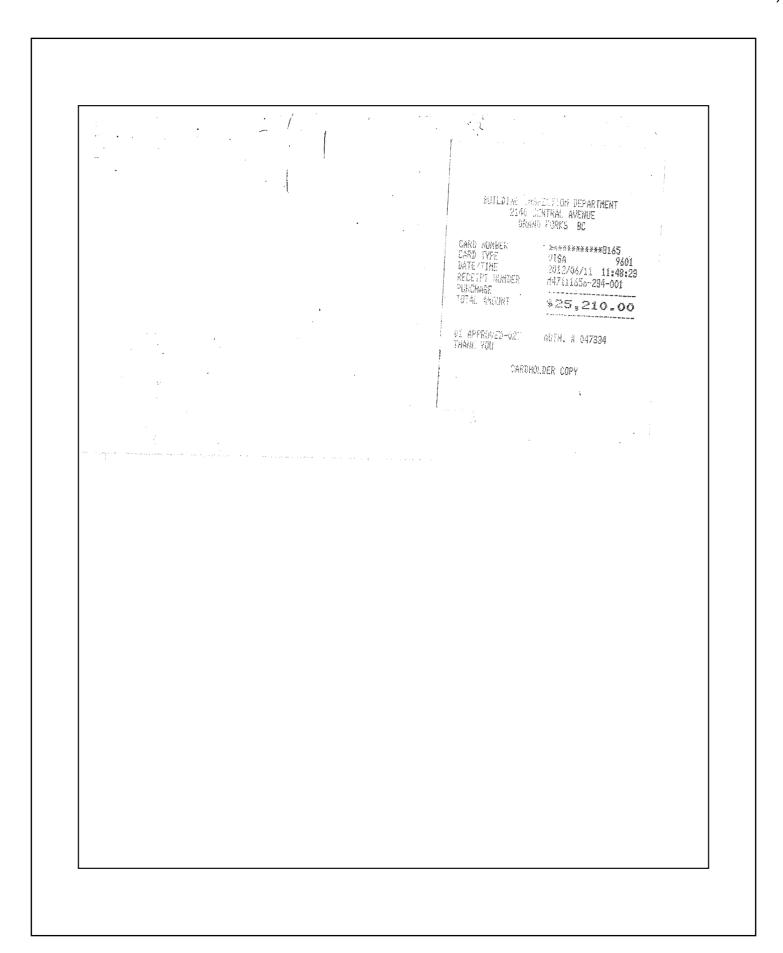
Thank-you for your consideration.

Best Regards,

Dennis Skuter President

Mountain Sky Properties Inc. 250-470-8000 Cell 250-768-2565 Tel 250-768-2525 Fax

Date MAY 24.12 Permit Numb	oer <u> Z · 0022</u> 6	isu/
Regional District of Koot	tenay Boun	dary
Building P	ermit	· .
This permit must be kept posted in a conspicuous all and kept there until the work is completed.	s place on the job site	in view of
Legal Description LOT A, DLAN KA Street Address 375 PAVEN RIDE	1772031 DERD	· · · ·
Project Description		
·		



No. 12-0022BW

INSPECTION CALLS: (250) 442-2708 or 1-877-520-7352

DATE PERMIT GRANTED:

May 24, 12

Regional District of Kootenay Boundary

BUILDING INSPECTION DEPT.

2140 Central Ave., Box 1965, Grand Forks, B.C. VOH 1H0

PERMIT TO CONSTRUCT, ERECT, INSTALL, ALTER, ADD TO, REPAIR, MOVE, OR DEMOLISH, A BUILDING, STRUCTURE, OR PLUMBING

	ROPERTIES		ADDRESS:	BIG WHITE, B.C.		TELEPHONE:	
PERMIT TO: CON	STRUCT MU		X				
AT: 375	RAVEN	RIDGE RD			A	FOLIO: 713	07909.051
LOT: A	BLOCK:		RANGE:	D.L.	PLAN:	CAP72031	LD:
OWNER: MOU	NTAIN SKY	PROPER	ADDRESS:			TELEPHONE:	
CONTRACTOR: MOUN	TAIN SKY PR	ROPERTIES	ADDRESS:			TELEPHONE:	
SECTION 290 LETT. SUBMIT TWO SETS CALCULATIONS IN PRIOR TO OCCUPA ALL FIELD REPOR INSPECTION. SCHI CONSTRUCTION PICERTIFICATE FOR VERIFICATION & F.	ER (FROM THE OF REGISTE OF REPORT (NOT NAL INSPECT	HE LOCAL GERED PROFE INCE WITH TO THE PROFE & C-B TO BE CUPANCY. PUND AND UN TE: CONFIR	OVERNMENT SSIONAL SEA THE CURREN F LEGAL DISP FESSIONALS SUBMITTED ROVIDE SPRI MERGROUNI M SIGNAL TO EVIEW FIRES	FOR FINAL/OCCUP. ACT) FORMS BART LLED FIRE SUPPRES I NFPA EDITION PR OSITION OF CONST MUST BE SUBMITTE FROM ALL RESGIS NKLER SYSTEM: C PIPING. SÜBMIT A THE FIRE DEPART AFFETY PLAN REQUI	OF THIS PERMISION SYSTEM DION TO INSTALI RUCTION WAST DITO BUILDING TERED PROFESS ONTRACTOR'S N COPY OF THE I MENT). CONTAG	T. RAWINGS AND LATION. E IS REQUIRED OFFICIAL ON I IONALS ENGAG MATERIAL & TI TIRE ALARM SY T REGIONALS	D. (ATTACHED) DATE OF GED IN EST /STEM FIRE SERVIES
			AR AR	FEES	WAI	VER OF IN	EMNITY
AREA OF LIVING	SPACE	44000		FEES	500000000000000000000000000000000000000	VER OF INI	ATC 26 THE DESIGNATION OF STREET, THE STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET,
AREA OF LIVING		44000 \$ 3500000		FEES	in consideration of releases the Region behalf of the Region expenses which the issue of this permit	the granting of this perm nai District of Kootenay I nai District of Kootenay I e undersigned may have t or the enforcement or n	nit, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the con-enforcement of the
	I VALUE	\$ 3500000		\$ 28000	in consideration of releases the Regio behalf of the Regio expenses which the lease of this permit Regional District of Columbia Building Boundary from all other person; and i	the granting of this perman District of Kootenay is all District of Kootenay is undersigned may have or the enforcement or n (Kootenay Boundary B; Code; (b) Indemnifies the such claims and expensed; acknowledges that the	init, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the ton-enforcement of the plaws or of the British e Regional District of Kooles which may be made by e Regional District of Kooles which may be made by
CONSTRUCTION	I VALUE				in consideration of releases the Reglot behalf of the Reglot expenses which the issue of this permit Regional District of Columbia Building Boundary from all other person; and it Boundary owers ne	the granting of this perman District of Kootenay I nal District of Kootenay I nal District of Kootenay e undersigned may have or the enforcement or n Kootenay Boundary B; Code; (b) Indemnifies the such claims and expense; c) acknowledges that the duty of care to the understare. The cowner or so	nit, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the non-enforcement of the ylaws or of the British e Regional District of Kool ee which may be made by e Regional District of Kool ersigned or any one else ir ersigned or any one else ir
CONSTRUCTION	I VALUE	\$ 3500000		\$ 28000	in consideration of releases the Regiobehalf of the Regiobehalf of the Regionary of this permit Regional District of Columbia Building Boundary from all other person; and Boundary owes no respect of these means the consideration of the second of the seco	the granting of this perman District of Kootenay I nal District of Kootenay I nal District of Kootenay e undersigned may have or the enforcement or n Kootenay Boundary B; Code; (b) Indemnifies the such claims and expense; c) acknowledges that the duty of care to the understare. The cowner or so	nit, the undersigned: (a) Boundary and those acting Boundary from all cislams or incur as a result of the non-enforcement of the ylaws or of the British e Regional District of Koo see which may be made by e Regional District of Koo ersigned or any one else is ersigned or any one else is
CONSTRUCTION BUILDING PERM PLUMBING FIXTU	I VALUE	\$ 3500000		\$ 28000	in consideration of releases the Regiobehalf of the Regiobehalf of the Regionary of this permit Regional District of Columbia Building Boundary from all other person; and Boundary owes no respect of these means the consideration of the second of the seco	the granting of this permal District of Kootenay I and District of Kootenay I and District of Kootenay I as Unstrained November 1 and State of Kootenay I as undersigned may have come or the antioreament or n Codes (b) Indemnifies the such claims and expense o) acknowledges that the duty of care for the undersigned the such claims and expense of the code of the cod	nit, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the more acting the second of the second control of the second control of the second control of the second control of the second boundary in the Regional District of Koole swhich may be made by a Regional District of Koole se which may one disa is not regigned or any one disa is not recipied of any one disa is not according to the second control of the second
CONSTRUCTION BUILDING PERM PLUMBING FIXTO DEMOLITION	I VALUE	\$ 3500000		\$ 28000 \$ 0	in consideration of releases the Regiobehalf of the Regiobehalf of the Regionary of this permit Regional District of Columbia Building Boundary from all other person; and Boundary owes no respect of these means the consideration of the second of the seco	the granting of this perman District of Kootenay I nal District of Kootenay I nal District of Kootenay e undersigned may have or the enforcement or n Kootenay Boundary B; Code; (b) Indemnifies the such claims and expense; c) acknowledges that the duty of care to the understare. The cowner or so	nit, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the moreover of the construction of the Regional District of Kool see which may be made by a Regional District of Kool see which may one data in regigned or any one data in intractor must give 72 hours
CONSTRUCTION BUILDING PERM PLUMBING FIXTU DEMOLITION OTHER	I VALUE	\$ 3500000		\$ 28000	in consideration of releases the Regiobehalf of the Regiobehalf of the Regionary of this permit Regional District of Columbia Building Boundary from all other person; and Boundary owes no respect of these means the consideration of the second of the seco	the granting of this permal District of Kootenay I and District of Kootenay I and District of Kootenay I as Unstrained November 1 and State of Kootenay I as undersigned may have come or the antioreament or n Codes (b) Indemnifies the such claims and expense o) acknowledges that the duty of care for the undersigned the such claims and expense of the code of the cod	nit, the undersigned: (a) Boundary and those exting Boundary from all claims. Or incur as a result of the some extended of the some extended of the Regional District of Kook exhibit no known of the Regional District of Kook exhibit nay be made by a Regional District of Kook exhibit nay one size in intractor must give 72 hour
CONSTRUCTION BUILDING PERM PLUMBING FIXTU DEMOLITION OTHER SUB-TOTAL	I VALUE	\$ 3500000		\$ 28000 \$ 0 -\$ 2800 \$ 25200	in consideration of releases the Regiol behalf of the Regio sexpenses which the issue of this permit Regional District of Coloniary from all other person; and Boundary from all other person; and Boundary owes ne respect of these months of the Portion of the Por	the granting of this permal District of Kootenay I and District of Kootenay I and District of Kootenay I as Unstrained November 1 and State of Kootenay I as undersigned may have come or the antioreament or n Codes (b) Indemnifies the such claims and expense o) acknowledges that the duty of care for the undersigned the such claims and expense of the code of the cod	nit, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the momentum of the second District of Nool Regional District of No
CONSTRUCTION BUILDING PERM PLUMBING FIXTU DEMOLITION OTHER SUB-TOTAL TITLE SEARCH	I VALUE	\$ 3500000		\$ 28000 \$ 0 -\$ 2800 \$ 25200 \$ 10	in consideration of releases the Regiol behalf of the Regio expenses which the issue of this permit country from all other person; and is Boundary from all other person; and is Boundary owes no notice upon complete upon comple	the granting of this permal District of Kootenay in all District of Kootenay in all District of Kootenay is undersigned may have to the enforcement or n Kootenay Boundary By such claims and expense o) acknowledges that the duty of care to the understore. The owner or cost of the control of the work. Owner's Signatur	nit, the undersigned: (a) Boundary and those acting Boundary from all claims or incur as a result of the some street of the some street of the search of the

1. Prior to placing concrete in footings 2. After installation of drain tiles/damproofing/before backfilling 3: When framing completed 4. Insulation and vapour barrier completed 5. Before any part of plumbing system covered 6. Final inspection - An occupancy permit is required prior to occupancy of building.

REGIONAL DISTRICT OF KOOTENAY BOUNDARY APPLICATION FOR BUILDING PERMIT (Feb. 26, 2010)

Boundary Office – Building Official
Regional District of Kootenay Boundary 2140 Central Avenue, Box 1965, Grand Forks, B.C. VOH 1HO
Telephone: (250) 442-2708/Fax: (250) 443-2688

101cpriorie: (250) 442-2688	
DATE: JAN 16, 2012	
This form must be submitted for all new construction, alterations, additions, repairs, demolition, fireplace/woodstoves or moving a mobile home or building.	
To be completed by applicant: The undersigned hereby applies for a Building Permit under all applicable bylaws, according to the following specifications and accompanying plans: (Please note reminders on back page)	
1. Name of owner of the Company of t	BC.
Street address of the project 5300 Big DHITE RD 17 YANB	
Legal Address: Lot_ABlockPlankAPTO03/D.L.4109S+430	z
2. Name of NouvitainSKY Mailing Phone 250 Contractor PROPERTIES INC. Address AMB Number 768-256.5	_
3. Name of Mailing 140-2034-WEST-11 Phone 604 Architect/Designer GBL ARCHITECTS /NCAddress Nancouver V6329 Number 736-1156	
4. Purpose of building CONCOMINGUMS If dwelling, for how many families 32	
5. Type of building: New Building Mobile Home □ Addition □ Repair □ Demolition □	
Moving a building □ Accessory building □ Renovation □	
Provide Details of Project	
6. Dimensions of building: Main floor area //, 20% sq. ft. Front /60 ' Depth 69 /	
7. No. of storeys 4 Height from average grade to highest point of building 2/44	
8. Estimated cost \$ 3,500,000 (total cost of material and labour, exclusive of land).	
In consideration of the granting of this permit, the undersigned: (a) releases the Regional District of Kootenay Boundar and those acting on behalf of the Regional District of Kootenay Boundary from all claims and expenses which the undersigned may have or incur as a result of the issue of this permit or the enforcement or non-enforcement of the Regional District of Kootenay Boundary Bylaws or of the British Columbia Building Code; (b) indemnifies the Regional District of Kootenay Boundary from all such claims and expenses which may be made by any other person; and (acknowledges that the Regional District of Kootenay Boundary owes no duty of care to the undersigned or any one else respect of these matters. When requesting an inspection, the owner or contractor must give 72 hours notice upon completion of the work. I/We have read the above agreement release and indemnity and understand it.	ne ne al c)
Address: 21898, ORCHARD PARK P.O. Phone No. 250-768-2565	_
Fax No 250.768.2525 Oell No. Email dennisa stone atos	5/22 -
Coordinating Registered Professional	yac r
Print Name:	
Signature	

No. 12-0022BW

INSPECTION CALLS: (250) 442-2708 or 1-877-520-7352

DATE PERMIT

May 24, 12

Regional District of Kootenay Boundary

BUILDING INSPECTION DEPT.

2140 Central Ave., Box 1965, Grand Forks, B.C. VOH 1H0

PERMIT TO CONSTRUCT, ERECT, INSTALL, ALTER, ADD TO, REPAIR, MOVE, OR DEMOLISH, A BUILDING, STRUCTURE, OR PLUMBING

DATE PAID JUNEU 12.	APERANT TO: CONSTRUCT MULTI-FAMILY AF: 375 RAVEN RIDGE RD OWNER: MOUNTAIN SKY PROPER ADDRESS: CONTRACTOR: MOUNTAIN SKY PROPERITES ADDRESS: PARTICULARS: PERMIT SISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 BC. BUILDING CODE AND RELEV & TELEGO, WHITE BULAWS. MINIMUM SETEACKS: FRONT 4.5M, INTERIOR SUB ESM. EXTERIOR SUB EA, RC. W. TO. MAXIMUM HICGHT 20M PROM AVERAGE GRADE. C. ALL FOR EINAL JOCCUPANCY INSPECTION. SECTION 290 LETTER FROM THE LOCAL GOVERNMENT ACT) FORMSPART QL THIS PERMIT. SUBBIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION, SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NPFA EDITION PROPROSIC INSTALLATION. PRIOR TO GOCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONTEST CUTTON WASTE SROUMED. CALCULATION SCHOOL RESCAULED AND SENDENCE AND SEALED FOR SUBJECT ON SCHOOL SCHOOL SCALE CALCULATION SCHOOL RESCAULED AND SENDENCE AND SE	PURSUANT TO THE APPLICABLE REGULATIONS						
APERINT TO: CONSTRUCT MULTI-FAMILY AT: 375 RAVEN RIDGE RD DL PAN REG2031 LD: OWNER: MOUNTAIN SKY PROPER ADDRESS: TELEPHONE: CONTRACTOR: MOUNTAIN SKY PROPERITES ADDRESS: TELEPHONE: TELEPHO	APERINT TO: CONSTRUCT MULTI-FAMILY AT: 375 RAVEN RIDGE RD DL PARTON TO THE COLOR RANGE DL PARTON TELEPHONE CONTRACTOR MOUNTAIN SKY PROPER ADDRESS: CONTRACTOR MOUNTAIN SKY PROPERTIES ADDRESS: ALL WORK TO CONFORM TO THE 2006 B.C. BUILDING CODE AND RELEVANTEBES WHITE BUILDING MAXIMUM HEIGHT 20M FROM AVERAGE GRADB. CALL FOR FINALOCCUP N.G. INSPECTION. MAXIMUM HEIGHT 20M FROM AVERAGE GRADB. CALL FOR FINALOCCUP N.G. INSPECTION. SUBMIT TWO SETS OF RECISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NETA BUTTON PROPERTION INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONSTRUCTION WASTE IS REQUIRED. (ATTA ALL FIELD REPORTS BY REGISTERED PROFESSIONALS SURJE BESUBNITION OF BUILDING OFFICIAL ON DATE OF REPORTS BY REGISTERED PROFESSIONALS SURGISTERED PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDES SPINILERS SUBMITTED TO BUILDING OFFICIAL ON DATE OF REPORTS BY REGISTERED PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDES SPINILERS SUBMITTED TO BUILDING OFFICIAL ON DATE OF REPORTS BY REGISTERED PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDES SPINILERS SUBMITTED TO BUILDING OFFICIAL ON BATTON TO THE PRICE ADDRESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDES SPINILERS SUBMITTED TO BUILDING OFFICIAL ON BATTON TO THE PRICE ADDRESSIONALS ENGAGED TO THE PRICE ADDRESSIONALS ENGAG			ADDRESS: BIO	G WHITE, B.C	•	TELEPHONE:	
AT: 375 RAVEN RIDGE RD DI. DOTE A BLOCK RANGE D.L. P.M. RET2031 LD	AT: 375 RAVEN RIDGE RD OTHER BLOCK RANGE: D.L. PAR RET2031 LD. OWNER: MOUNTAIN SKY PROPER ADDRESS: CONTRACTOR: MOUNTAIN SKY PROPERT ADDRESS: TELEPHONE: PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECUA REQUIREMENTS: ALL WORK TO CONFORM TO THE 2066 B.C. BUILDING CODE AND RELEVANTEING WHITE BYLAWS. MINIMUM SETBACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, RE 18 AB. MAXIMUM HEIGHT 20M RPOM AVERAGE GRADE. CALL FOR FINAL/OCCUP AND INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART 0, THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SALED BY THE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PRORTO INSTALLATION. CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PRORTO INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LECAL DISPOSITION OF CONSTBUCTION WASTE IS REQUIRED. (ATTA ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF MAY ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF MAY ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF MAY ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF MAY ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF MAY ALL FIELD REPORTS BY REGISTERED PROFESSIONALS FINAL STEMS. CONTRACTOR'S MATERIAL & TEST CONTR	CONCERN		v				
DUTE A BLOCK PRANGE DL. PAN REPORTION OF A DORESS TELEPHONE OWNER MOUNTAIN SKY PROPER ADDRESS TELEPHONE CONTRACTOR MOUNTAIN SKY PROPERTIES ADDRESS TELEPHONE PARTICULASS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 BC. BUILDING CODE AND RELEVANTEBY WHITEBY LAWS. MINIMUM SETBACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAL WORK. MINIMUM SETBACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAL WORK. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRESUFPRESSION SYSTEM BRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NIPSE EDITION PROPETO INSTALLATION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART ON THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONALS SALLED FIRESUFPRESSIOP SYSTEM BRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NIPSE EDITION PROPETO INSTALLATION. SEPECTION, SCHEDULES C-A & C-B TO BE SUBMITTED FROM ALL PROSESTED PROFESSIONALS ENCAGED IN SOPPECTION, SCHEDULES C-A & C-B TO BE SUBMITTED FROM ALL PROSESTED PROFESSIONALS ENCAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDE SPRINKLERS STEM. CONTRACTORS MATERIAL & TEST CONDUCT A FINAL INSPECTION AND REVIEW WITEBES SET VIEW. CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDE SPRINKLERS STEM. CONTRACTORS MATERIAL & TEST CONDUCT A FINAL INSPECTION AND REVIEW WITEBES SET VIEW. FEES AREA OF LIVING SPACE 44000 FEES WAVER OF INDEMNITY IN COMPANY OF THE STEED PROFESSIONAL STEMS CONTRACTORS WATERIAL AT THE PROPERTION OF THE STEMP ALARM SYSTEM VERIFICATION & REPORT (NOTE: CONFIRM SIGNAL TO THE FIRE DEFARTMENT). CONTACT REGIONAL FIRE SERVICES SUBJECT TO BUILDING HEIGHT SURVEY VERIFICATION BY B.C. LAND SURVEYOR FEES WAVER OF INDEMNITY IN COMPANY OF THE STEMP ALARM SYSTEM CONTRACTORS AND A THE PROPERTION OF THE STEMP AND A THE PROPESSIONAL STEMP AND A	LOT: A BLOCK RANGE DL PJN REC2031 LD. OWNER MOUNTAIN SKY PROPER ADDRESS: TELEPHONE CONTRACTOR MOUNTAIN SKY PROPERTIES ADDRESS: TELEPHONE TABLEVANT CONFIGENT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFIGENT TO THE FOLLOWING SPECIAL REQUIREMENTS: MAXIMUM BEIGHT 20M RPOM AVERAGE GRADE. CALL FOR FINAL OCCUPANCY INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART QL THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PROPERTY ON SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PROPERTY ON SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PROPERTY ON SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PROPERTY ON SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PROPERTY ON SETS OF REGISTERED PROFESSIONAL SEALED FROM SUPPRESSIONAL SEALED FROM SUPPR	375 D					712	07000 05
OWNER: MOUNTAIN SKY PROPER ADDRESS: CONTRACTOR MOUNTAIN SKY PROPERTED ADDRESS: PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 BC. BUILDING CODE AND RELEVAN TRIG WHITE BYLAWS. MINIMUM SETBACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, RL, RF 40.7 MAXIMUM HEIGHT 20M FROM AVERAGE GRADE. CALL FOR FINAL/OCCUP ANY INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS SART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRS SUPPRESSION, SYSTEM DRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PROOR TO INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONSTITUCTION WASTE IS REQUIRED, (ATTACHEE ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF CONSTRUCTION PRIOR TO OCCUPANCY PROVIDE SPRINKLER, SYSTEM: CONTRACTOR'S MATERIAL & TEST CERTIFICATE FOR ABOVERCHOUND AND UNDERGROUND PIPING. SUBMIT TWO COPY OF THE REA LARM SYSTEM VERRIFICATION & REPORT INVOITE: CONFIDENT SIGNAL TO THE FIRE DEPARTMENT). CONTACT RECIONAL FIRE SERVICE SURVEY VERIFICATION & REPORT INVOITE: CONFIDENT SIGNAL TO THE FIRE DEPARTMENT). CONTACT RECIONAL FIRE SERVICE SURVEY VERIFICATION & REPORT INVOITE: CONFIDENT SIGNAL TO THE FIRE DEPARTMENT). CONTACT RECIONAL FIRE SERVICE SURVEY VERIFICATION & REPORT INVOITE: CONFIDENT SIGNAL TO THE FIRE DEPARTMENT). CONTACT RECIONAL FIRE SERVICE SURVEY VERIFICATION & SECONDAL TO BUILDING HEIGHT SURVEY VERIFICATION BY B.C. LAND SURVEYOR. FEES AREA OF LIVING SPACE 44000 THE PROOF OF THE STATE OF THE STA	OWNER: MOUNTAIN SKY PROPER ADDRESS: CONTRACTOR MOUNTAIN SKY PROPERTIES ADDRESS: TELEPHONE: TELEPHONE PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 BC. BUILDING CODE AND RELEVAN THE WHITE BYLAWS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR NAS. MAXIMUM REGION SET 5M, STANDAR SET 5M, STAN	AT: 373 K	AVEN RIDGE RD				FOLIO: 713	0/909.05
CONTRACTOR MOUNTAIN SKY PROPERTIES ADDRESS: TELEPHONE PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 B.C. BUILDING CODE AND RELEVATERS WHITEBYLAWS. MINIMUM SETSACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, R.P.J. 4M, MAXIMUM HEIGHT 20M FROM AVERAGE GRADE. CALL FOR FINALOCCUPANG! INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERER DEROFESSIONAL SEALED HEIGH SUPPRESSION SYSTEM DRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PROPERTO INSTALLATION. PRIOR TO GOCUPANCY PERMIT, FROOF OF LEGAL DISPOSITION OF CONSTRUCTION SETS IS REQUIRED. (ATTACHED ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF INSPECTION. SCHEDULES CA & C-B TO BE SUBMITTED FROM ALL PRESSIONALS ENDERGED IN CONSTRUCTION PRIOR TO COCUPANCY, PROVIDE SPRINKLER'S NSTEM: CONTRACTOR'S MATERIAL & TEST CERTIFICATE FOR ABOVEGROUND AND UNDERGROUND PIPING. SUBMIT A COPY OF THE FIRE ALARM SYSTEM VERIFICATION & REPORT (NOTE: CONFIRM SIGNAL TO THE FIRE DEPARTMENT). CONTACT REGIONAL FIRE SERVIES TO CONDUCT A FINAL INSPECTION AND REVIEW FIRES SETY PLAN REQUIREMENTS. SUBJECT TO BUILDING HEIGHT SURVEY VERIFICATION BY B.C. LAND SURVEYOR FEES AREA OF LIVING SPACE 44000 FEES WAVER OF INDEMNITY In consideration of the grating of this partit, the underlighed of the Indeplical Code (b) Independent on the original prior of the Branch of the Grating of the permit, the underlighed of the Indeplical District of Rodening Bounday Physics of the Indeplication of the Proposity Form of the Indeplication of the Propos	CONTRACTOR: MOUNTAIN SKY PROPERTIES ADDRESS: TELEPHONE TELEPHON	LOT: A BLOC	K: I	RANGE:	D.L.	PLAN:	KAP72031	LD:
CONTRACTOR: MOUNTAIN SKY PROPERTIES ADDRESS: PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 B.C. BUILDING CODE AND RELEVA, THE WHITE BYLAWS. MINIMUM SETBACKS: ROYN 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAL FOR MAXIMUM HEIGHT 20M FROM AVERAGE GRADE. CALL FOR FINAL/OCCUPANCY INSPECTION. SECTION 200 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS-PART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION, SYSTEM DRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PRIOR TO INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONSTITUTION WASTE IS REQUIRED. (ATTACHEE ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE 5M EDMITTED TO BUILDING OFFICIAL ON DATE OF RNSPECTION. SCHEDULES C-A & C-B TO BE SUBMITTED FROM ALL RESISTENCE PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY, PROVIDES SPRINKLER'S STEM: CONTRACTOR'S MATERIAL & TEST CORNIDOT FROM TO OCCUPANCY, PROVIDES SPRINKLER'S STEM: CONTRACTOR'S MATERIAL & TEST CORNIDOT A FINAL INSPECTION AND REVIEW FIRE SAFETY PLAN REQUIREMENTS. SUBJECT TO BUILDING HEIGHT SURVEY VERIFICATION & REPORT (NOTE: CONFIRM SIGNALATO THE FIRE DEPARTMENT). CONTACT REGIONAL FIRE SERVIES AREA OF LIVING SPACE 44000 FEES PLUMBING FIXTURES \$ 28000 SUB-TOTAL \$ 25200 OWNER'S SIGNATURE SEC. 290 (-10%) - \$ 28000 SUB-TOTAL S 25210 DATE PAID JUMC!! 12.*	CONTRACTOR MOUNTAIN SKY PROPERTIES ADDRESS: TELEPHONE	OWNER: MOUNTAI	N SKY PROPER	ADDRESS:			TELEPHONE:	
PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 B.C. BUILDING CODE AND RELEVAN BIG WHITEBYLAWS. MINIMUM SETBACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR 105 MAXIMUM HEIGHT 20M FROM AVERAGE GRADE. CALL FOR FINALOCCUPANG INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PRORTO INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONSTRUCTION WASTE IS REQUIRED. (ATTACHEE ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE OF RSPECTION. SCHEDULES C.A & C-B TO BE SUBMITTED FROM ALL PROSED TERM PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY, PROVIDE SPRINKLER, WITEM: CONTRACTOR'S MATERIAL & TEST CERTIFICATE FOR ABOVEGROUND AND UNDERGROUND PIPING. SUBMIT A COPY OF THE FIRE ALARM SYSTEM VERIFICATION & REPORT (NOTE: CONFIRM SIGNAL TO THE FIRE DEPARTMENT). CONTACT REGIONAL FIRE SERVICE TO CONDUCT A FINAL INSPECTION AND REVIEW FIRE SAFETY PLAN REQUIREMENTS. SUBJECT TO BUILDING HEIGHT SURVEY VERIFICATION BY B.C. LAND SURVEYOR FEES AREA OF LIVING SPACE 44000 CONSTRUCTION VALUE \$ 3500000 FEES SUB-TOTAL \$ 28000 DEMOLITION OTHER SEC. 290 (-10%) \$ 28000 BUILDING FIXTURES \$ 0 OWNER'S SIgnature PLUMBING FIXTURES \$ 10 CONDITION OTHER SEC. 290 (-10%) \$ 25200 DATE PAID JUMC!! 12.*	PARTICULARS - PERMIT IS ISSUED SUBJECT TO THE FOLLOWING SPECIAL REQUIREMENTS: ALL WORK TO CONFORM TO THE 2006 B.C. BUILDING CODE AND RELEVATERIC WHITEBYLAWS. MINIMUM SETBACKS: FRONT 45M, INTERIORS SIDE 5M, EXTERIOR SIDE 4M, REAR AND. MAXIMUM HEIGHT 20M FROM AVERAGE GRADE. CALL FOR FINAL/OCCUPANGY INSPECTION. SECTION 200 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PRORTO INSTALLATION. PRIOR TO OCCUPANCY PERMIT, FROOF OF LEGAL DISPOSITION OF CONSTRUCTION WASTE IS REQUIRED. (ATTA ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTED TO BUILDING OFFICIAL ON DATE O RSPECTION. SCHEDULES CA & C B TO BE SUBMITTED FROM ALL TRESGISTERED FROFESSIONALS ENGAGED IN RSPECTION. SCHEDULES CA & C B TO BE SUBMITTED FROM ALL TRESGISTERED FROM SENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDE SPRINKLER SYSTEM: CONTRACTOR'S MATERIAL & TEST CERTIFICATE FOR ABOVECROUND AND UNDERGROUND PIPING. SUBMIT A COPY OF THE FIRE ALARM SYSTEM VERIFICATION & REPORT (NOTE: CONFIRM SIGNAL TO THE FIRE DEPARTMENT). CONTACT REGIONAL FIRE SEI TO CONDUCT A FINAL INSPECTION AND REVIEW FIRE SAFETY PLAN REQUIREMENTS. SUBJECT TO BUILDING HE SURVEY VERIFICATION BY B.C. LAND SURVEYOR FEES AREA OF LIVING SPACE 44000 THE SEC. 290 (-10%) S 28000 DEMOLITION OTHER S SC. 290 (-10%) S 28000 THE SEC. 290 (-10%) S 28000 THE SEC. 290 (-10%) S 28000 THE SEC. 290 (-10%) ROBERT SILVA, RBO BUILDING INSPECTION SIGNATURE BUILDING INSPECTION SIGNATURE BUILDING INSPECTOR'S SIGNATURE BUILDING INSPECTOR'S SIGNATURE AND A SEC. 290 (-10%) S 28000 DEMOLITION THE CONTRACTOR'S MATERIAL & TEST TO CONDUCT A FINAL INSPECTOR AND REVIEW FIRE SAFETY PLAN REQUIREMENTS. SUBJECT TO BUILDING HE SHORT SIGNATURE OF THE PRIOR OF THE PRIO	CONTRACTOR: MOUNTAIN	KY PROPERTIES	ADDRESS:				
MINIMUM SETBACKS: FRONT 45M, INTERIOR SIDE 5M, EXTERIOR SIDE 4M, REAR AND MAXIMUM HEIGHT 200M FROM AVERAGE GRADE. CALL FOR FINAL/OCCUPENCY INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS-PART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRAULIC CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFPA EDITION PROPERTO INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONSTRUCTION WASTE IS REQUIRED. (ATTACHEE ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MINTED BY SUBMITTION OF CONSTRUCTION WASTE IS REQUIRED. (ATTACHEE ALL FIELD REPORTS BY REGISTERED PROFESSIONALS BY BE SUBMITTION OF CONSTRUCTION SCHEDULES C-A & C-B TO BE SUBMITITED FROM ALL RESGISTERED PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDE SPRINKLER SYSTEM CONTRACTOR'S MATERIAL & TEST CERTIFICATE FOR ABOVECROUND AND UNDERGROUND PIPING. SUBMIT A COPY OF THE FIRE ALARM SYSTEM VERRIFICATION & REPORT (NOTE: CONFIRM SIGNAL ATO THE FIRE DEFARTMENT). CONTACT REGIONAL FIRE SERVIES TO CONDUCT A FINAL INSPECTION AND REVIEW FIRE ALFETY PLAN REQUIREMENTS. SUBJECT TO BUILDING HEIGHT SURVEY VERIFICATION BY B.C. LAND SURVEYOR FEES AREA OF LIVING SPACE FEES WAIVER OF INDEMNITY IN COMMENT OF THE PROVIDED HEIGHT OF THE PROPESSION AS A REAR OF SIGNAL FOR THE PROPESSI	MINIMUM SETBACKS: FRONT 4.5M, INTERIOR SIDE 5M, EXTERIOR SIDE 4T, RE1410 MAXIMUM HEIGHT 20M FROM A VERAGE GRADE. CALL FOR FINAL/OCCUPANCY INSPECTION. SECTION 290 LETTER (FROM THE LOCAL GOVERNMENT ACT) FORMS PART OF THIS PERMIT. SUBMIT TWO SETS OF REGISTERED PROFESSIONAL SEALED FIRE SUPPRESSION SYSTEM DRAWINGS AND HYDRA CALCULATIONS IN CONFORMANCE WITH THE CURRENT NFFA EDITION PRORT OF INSTALLATION. PRIOR TO OCCUPANCY PERMIT, PROOF OF LEGAL DISPOSITION OF CONSTRUCTION WASTE IS REQUIRED. (ATTA ALL FIELD REPORTS BY REGISTERED PROFESSIONALS MUST BE SUBMITTION TO BUILDING OFFICIAL ON DATE O RISPECTION. SCHEDULES C-A & C-B TO BE SUBMITTIED FROM FALL TRESGISTERED PROFESSIONALS ENGAGED IN CONSTRUCTION PRIOR TO OCCUPANCY. PROVIDE SPRINKLER'S STEME. CONTROVER STRUCTION AND THE CONTROVER OF THE FIRE DEPARTMENT, CONTROVER STRUCTION AND THE	PARTICULARS - PERMIT IS ISSUED S	UBJECT TO THE FOLLOW	<u> </u>	IENTS:		TELEFTONE	
AREA OF LIVING SPACE CONSTRUCTION VALUE \$ 3500000 \$ 3500000 \$ 28000 BUILDING PERMIT FEE PLUMBING FIXTURES S 0 DEMOLITION OTHER SEC. 290 (-10%) ASSUB-TOTAL S 25210 DEMOLITION S 25210 DEMOLITION OWNER'S Signature DEMOLITION DEMOLITION DEMOLITION SEC. 290 (-10%) S 25210 DEMOLITION DEMOLITION SEC. 290 (-10%) S 25210 DEMOLITION DEMOLITION S 25210 DEMOLITION S 25	AREA OF LIVING SPACE CONSTRUCTION VALUE \$ 3500000 \$ 3500000 \$ 28000 BUILDING PERMIT FEE BUILDING FIXTURES PLUMBING FIXTURES \$ 0 DEMOLITION OTHER \$ 25200 TITLE SEARCH \$ 25210 BUILDING INSPECTOR'S SIGNATURES \$ 25210 BUILDING INSPECTOR'S SIGNATURES \$ 25210 BUILDING SPACE A 10 S 25210 BUILDING INSPECTOR'S SIGNATURES \$ 25210 BUILDING INSPECTOR'S SIGNATURES \$ 25210	MINIMUM SETBACKS: FI MAXIMUM HEIGHT 20M I SECTION 290 LETTER (FR SUBMIT TWO SETS OF RI CALCULATIONS IN CONF PRIOR TO OCCUPANCY P ALL FIELD REPORTS BY I INSPECTION. SCHEDULE CONSTRUCTION PRIOR T CERTIFICATE FOR ABOV VERIFICATION & REPOR TO CONDUCT A FINAL IN	RONT 4.5M, INTERI TROM AVERAGE G OM THE LOCAL G GISTERED PROFE REGISTERED PROFE BEGISTERED PROFE S C-A & C-B TO BE O OCCUPANCY. P EGROUND AND UN I (NOTE: CONFIRI SPECTION AND RE	OR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT ACT SSIONAL SEALED THE CURRENT NF LEGAL DISPOSTI FESSIONALS MUS SUBMITTED FRO ROVIDE SPRINKL IDERGROUND PIP M SIGNAL TO THE VIEW FIRE SAFE	ERIOR SIDE 4% A FINAL/OCCUI T) FORMS VAR FIRE SUPPRE PA EDITION PI TION OF CONST T BE SUBMITT ALL RESER ER VS TEM: (ING. SUBMIT FY PLAN REQU	REARING AND INSPECT FOR THIS PERM SSION SYSTEM II GORTO INSTAL IRUCTION WAST BOTO BUILDING TERED PROFESS CONTRACTOR'S A COPY OF THE MENT). CONTA- JIREMENTS. SUR	ION. IT. PRAWINGS AND F LATION. IE IS REQUIRED. G OFFICIAL ON SIONALS ENGAG MATERIAL & TES FIRE ALARM SEY CT REGIONAL FI BJECT TO BUILDI	(ATTACHED) ATE OF ED IN ST ITEM RE SERVIES NG HEIGHT
BUILDING PERMIT FEE S 28000 PLUMBING FIXTURES S 0 DEMOLITION OTHER SEC. 290 (-10%) S	BUILDING PERMIT FEE BUILDING PERMIT FEE \$ 28000 S 2800	AREA OF LIVING SPAC				Territoria Trinochillia	**************************************	***************************************
BUILDING PERMIT FEE PLUMBING FIXTURES PLUMBING FIXTURES \$ 0 DEMOLITION OTHER SEC. 290 (-10%) SEC. 290	BUILDING PERMIT FEE \$ 28000 S 28000 PLUMBING FIXTURES \$ 0 PLUMBING FIXTURES \$ 0 DEMOLITION OTHER \$ 25200 TITLE SEARCH TOTAL LESS DEPOSIT BALANCE OWING \$ 25210 Columbas Building Code; (15) inderreffise the Regional Discurdacy from all stoch claims and appearse which me to contractor must obtain the region of the service in the undersigned or a respect of these matters. The owner or contractor must notice upon completion of the work. S 25210 ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATUR BALANCE OWING \$ 25210	CONSTRUCTION VALU	E \$3500000			expenses which the	e undersigned may have or t or the enforcement or non	'incur as a result of the
PLUMBING FIXTURES \$ 0 PLUMBING FIXTURES \$ 0 DEMOLITION OTHER SEC. 290 (-10%) SEC. 290 (-10%) \$ 25200 TITLE SEARCH \$ 10 TOTAL S 25210 DEMOLITION S 25210 DEMOLITION Owner's Signature DATE PAID JUMCU 12 *	DEMOLITION OTHER SEC. 290 (-10%) SEC.	BUILDING PERMIT FEE			\$ 28000	Columbia Bullding	Code: (b) indemnifies the R	Regional District of Ko
OTHER SEC. 290 (-10%) SUB-TOTAL S 25200 TITLE SEARCH TOTAL S 25210 ROBERT SILVA, RBO BUILDING INSPECTORS SIGNATURE DATE PAID JUNCH 12	SEC. 290 (-10%) SUB-TOTAL S 25200 TITLE SEARCH S 10 S 25210 ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATUR BALANCE OWING S 25210 DATE PAID JUNCUI 2	PLUMBING FIXTURES			\$ 0	Boundary owes no respect of these m	o duty of care to the unders atters. The owner or contr	igned or any one else
SUB-TOTAL TITLE SEARCH TOTAL S 25210 S 25210 Cwner's Signature Conner's Signatur	SUB-TOTAL TITLE SEARCH TOTAL S 25210 S 25210 Cowner's Signature Owner's Signature Owner's Signature Owner's Signature A Sub-Total ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATURE BALANCE OWING S 25210 DATE PAID JUNCH 12	DEMOLITION					\sim	\mathcal{Z}
TITLE SEARCH TOTAL S 25210 ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATURE DATE PAID JUNCH 12	TITLE SEARCH TOTAL LESS DEPOSIT BALANCE OWING \$ 25210 \$ 25210 \$ 25210 \$ 25210 ATE PAID JUNCU: 12:	OTHER	SEC. 290 (-10	0%)	-\$ 2800	1-4	Zym X	Tuse
TOTAL \$ 25210 ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATURE DATE PAID JUNCH 12	TOTAL \$ 25210 ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATURE BALANCE OWING \$ 25210 ATE PAID JUNCUIZ:	SUB-TOTAL			\$ 25200		Owners Signature	·
LESS DEPOSIT DATE PAID JUNCU-12.	LESS DEPOSIT BALANCE OWING S 25210 ROBERT SILVA, RBO BUILDING INSPECTOR'S SIGNATUR DATE PAID JUNCU: 12:	TITLE SEARCH			\$ 10		like	~
DATE PAID JUNCH 12.	BALANCE OWING \$ 25210	TOTAL			\$ 25210	R	OBERT SILVA	, RBO
	BALANCE OWING \$ 25210	LESS DEPOSIT						
	iorato:placing:concrete/in/cotings/catter/installation/ord/gain/ligs/car-v-catter/in-the-	BALANCE OWING			\$ 25210	DATE PAID _	Junea. 13	<u>, </u>

raming completed 4. Insulation and vapour barrier completed 5. Before any part of plumbing system covered 6. Inai Inspection - An occupancy permit is required prior to occupancy of building.

Jun. 7. 2012' 1:21	bWLYY FINDENHO	OME CORPORAT	CANUINCI		No.	5420 P. 2	2 មួលប2/
	•						
				No.	12-0022E	sw	
		INŠPE	TON-ALK HE	1 7 2570	tin riming	777	. T. E
DATE PERMIT May 24, 12		Regiona	l District o	f Koot	enay Bo	undary	
GRANTED: IVILLY 24, 12			NSPECTION DEPT		ondy Do	dildai y	
			Box 1965, Grand For				
	OR DEN	STRUCT, ERECT, IN IOLISH, A BUILDIN	ISTALL, ALTER, ADD IG, STRUCTURE, OR	TO, REPAIR PLUMBING	, MOVE,		
MOUNTAIN SKY PRO	PERTIES	ADDRESS: BIO	3 WHITE, B.C.		1		٠.
A PERIOT TO: CONSTI	RUCT MULTI-FAMI		- 11224		TELEPHONE		-
AT: 375	RAVEN RIDGE RD	~			FOLIO: 713	07909.051	-
LOT: A BE	LOCK	RANGE:	D.L.	PLAN: I	(AP72031	LD:	1
OWNER: MOUNT	ain sky proper			r,bac	TELEPHONE:	ш:	-
CONTRACTOR MOUNTAI	IN SKY PROPERTIES	ADDRESS:			TELEPHONE		-
PARTICULARS - PIRMIT IS ISSUE ALL WORK TO CONFID MINIMUM SETBACKS: MAXIMUM HEIGHT 200 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANCE	RM TO THE 2006 B.C. FRONT 4.SM, INTERI M FROM AVERAGE C	BUILDING CODE. FOR SIDE SM, EXTI FRADE. CALL FOR	AND RELEVANT BIC ERIOR SIDE 4M, REA FINAL/GECUPANC	R 4M. Y INSPECTIO	DN.	YDRAULIC	
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 20 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION, SCHEDU CONSTRUCTION PRIOR CERTIFICATION & REPORTS TO CONDUCT A FINAL	RIM TO THE 2006 B.C. FRONT 4.5M, INTERI M FROM AVERAGE C FROM THE LOCAL G FROM THE LOCAL G REGISTERED PROFE INFORMANCE WITH 1 Y PERMIT, PROOF OI Y REGISTERED PROFE ILES C-A & C-B TO BE R TO OCCUPANCY. P OVEGROUND AND UN ORT (NOTE: CONTER! INSPECTION AND IE INSPECTION AND IS	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BICENOR SIDE AM, REAL FINAL JE FINAL JE CUPANC TO FORMS PART OF THE SUPPRESSION OF CONSURED TO THE SUBMITTED TO MALL RESISTERE FOR SUPPRESSION OF CONSURED TO THE SUBMITTED TO THE SUPPRESSION OF CONSURED TO THE SUPPRESSION OF THE	R 4M. Y INSPECTION THIS PERMIT ESYSTEM DI TO INSTALL TION WASTI D BUILDING D PROFESSI RACTOR'S M TY OF THE F	on. 1. 1. 1. 1. SE REQUIRED. OFFICIAL ON D. ONALS ENGAGE IATERIAL & TES IRE ALARM SYS	ate of Ed in Et Tem	
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION PRIOI CERTIFICATE FOR AB VERIFICATION & REP	RIM TO THE 2006 B.C. FRONT 4.5M, INTERI M FROM AVERAGE C FROM THE LOCAL G FROM THE LOCAL G REGISTERED PROFE INFORMANCE WITH 1 Y PERMIT, PROOF OI Y REGISTERED PROFE ILES C-A & C-B TO BE R TO OCCUPANCY. P OVEGROUND AND UN ORT (NOTE: CONTER! INSPECTION AND IE INSPECTION AND IS	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BICENOR SIDE AM, REAL FINAL JE FINAL JE CUPANC TO FORMS PART OF THE SUPPRESSION OF CONSURED TO THE SUBMITTED TO MALL RESISTERE FOR SUPPRESSION OF CONSURED TO THE SUBMITTED TO THE SUPPRESSION OF CONSURED TO THE SUPPRESSION OF THE	R 4M. Y INSPECTIO THIS PERMIT SYSTEM BIF TO INSTALL TO INSTALL D BUILDING D PROFESSI TACTOR'S M Y OF THE F TO, CONTACT TO THE ST TO	ON. I. LAWINGS AND HATION. I IS REQUIRED. ONFICIAL ON D. ONALS ENGAGI ATERIAL & TES RE ALARM SYS I REGIONAL FI ECT TO BUILDI	ATE OF ED IN ET TEM RE SERVIES NG HEIGHT	88
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 20 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION, SCHEDU CONSTRUCTION PRIOR CERTIFICATION & REPORTS TO CONDUCT A FINAL	NRM TO THE 2006 B.C. FRONT 4.5M, INTERI M FROM AVERAGE C GROMTHE LOCAL G GROMTHE LOCAL G REGISTERED PROFE NFORMANCE WITH Y PERMIT, PROOF OF BY REGISTERED PROFE ILES CA & C-B TO BE R TO OCCUPANCY. P OVEGROUND AND UN ORT (NOTE: CONFER. INSPECTION AND RE IN BY B.C. LAND SURV	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BIG EFINAL CUPANC OF FORMS PARGOR OF OF FIRE SUPPRESSION PARCORD FROM SUPPRESSION PARCORD FROM SUPPRESSION FOR EXPERIENCE ON THE MALL RESGISTERS ER STEM CONTINUES OF THE DEPARTMEN TY FILM REQUIREM	R 4M. Y INSPECTIO THIS PERMI BYSTEM DI TO INSTALL ION WASTI D BUILDING D PROFESSI TACTOR'S M Y OF THE F TO, CONTACT TENTS. SUBJ	ON. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	ALE OF SED IN SET IN SET TEM RE SERVIES NG HEIGHT	0000 0000
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 20: SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS E INSPECTION. SCHEDU CONSTRUCTION PRIOR CERTIFICATE FOR AB VERIFICATION & REPORTS TO CONDUCT A FINAL SURVEY VERIFICATION	PRINTO THE 2006 B.C. FRONT 4.5M, INTERIM FROM AVERAGE C FROM THE LOCAL G FROM THE LOCAL G FROM THE LOCAL G FROM THE FOR THE S FORMANCE WITH 1 Y PERMIT, PROOF OI Y REGISTERED PROOF ILES C-A & C-B TO BE R TO OCCUPANCY. P OVEGROUND AND UN ORT (NOTE: CONFIRE INSPECTION AND BE IN BY B.C. LAND SURY ACE 44000	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BIG EFINAL CUPANC OF FORMS PARGOR OF OF FIRE SUPPRESSION PARCORD FROM SUPPRESSION PARCORD FROM SUPPRESSION FOR EXPERIENCE ON THE MALL RESGISTERS ER STEM CONTINUES OF THE DEPARTMEN TY FILM REQUIREM	R 4M. Y INSPECTIO THIS PERMI BYSTEM DI TO INSTALL ION WASTI D BUILDING D PROFESSI TACTOR'S M Y OF THE F TO, CONTACT TENTS. SUBJ	ON. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	ALE OF SED IN SET IN SET TEM RE SERVIES NG HEIGHT	1888 1888 1888
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANCY ALL FIELD REPORTS B INSPECTION, SCHEDU CONSTRUCTION PRIOR CERTIFICATION & REPORTS TO CONDUCT A FINAL SURVEY VERIFICATIO AREA OF LIVING SP.	DRM TO THE 2006 B.C. FRONT 4.5M, INTERIM M FROM AVERAGE C GROMTHE LOCAL G GROMTHE LOCAL G GROMTHE LOCAL G REGISTERED PROFE INFORMANCE WITH I Y PERMIT, PROOF OF BY REGISTERED PRO ILES C.A & C.B TO BE R TO OCCUPANCY. P OVEGROUND AND UP ORT (NOTE: CONFIRE INSPECTION AND RE IN BY B.C. LAND SURV ACE 44000 LUE \$3500000	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BIG EFINAL CUPANC OF FORMS PARGOR OF OF FIRE SUPPRESSION PARCORD FROM SUPPRESSION PARCORD FROM SUPPRESSION FOR EXPERIENCE ON THE MALL RESGISTERS ER STEM CONTINUES OF THE DEPARTMEN TY FILM REQUIREM	R 4M. Y INSPECTIO THIS PERMI BYSTEM DI TO INSTALL ION WASTI D BUILDING D PROFESSI TACTOR'S M Y OF THE F TO, CONTACT TENTS. SUBJ	ON. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	ALE OF SED IN SET IN SET TEM RE SERVIES NG HEIGHT	33 d d d d d d d d d d d d d d d d d d
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS E INSPECTION. SCHEDU CONSTRUCTION PRIOR CERTIFICATE FOR AB VERIFICATION & REPO TO CONDUCT A FINAL SURVEY VERIFICATIO AREA OF LIVING SP. CONSTRUCTION VA	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE TO THE SECOND	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BIG ERIOR SIDEMM, REA FINAL GEOUPANC IN FORMS PARRY OF TO FORMS PARRY O	R 4M. y INSPECTIC JHIS PERMY SYSTEM DIM TO INSTALL TION WASTI TO BUILDING D PROFESSI RACTOR'S M. Y OF THE F. CONTACT ENTS. SUBJ A Consideration of Management A Consideration	ON. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	ATE OF SD IN ST TEM RESERVIES NG HEIGHT TO HOME STATE OF THE STATE OF	SENSE OF A SENSE
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANCY ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION PRIOR CERTIFICATE FOR AB VERRIFICATION & REPORTS TO CONDUCT A FINAL SURVEY VERIFICATIO AREA OF LIVING SP. CONSTRUCTION VA BUILDING PERMIT F	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE TO THE SECOND	BUILDING CODE IOR SIDE 5M, EXTI RADE. CALL FOR OVERNMENT AC, SSSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT SSUBMITTED FRO ROVIDE SPROKE UDERGROUND FIE M SIGNALA TO THE M SIGNALA TO THE	AND RELEVANT BIG ERIOR SIDEMM, REA FINAL GEOUPANC IN FORMS PARRY OF TO FORMS PARRY O	R 4M. y INSPECTIC JHIS PERMY SYSTEM DIM TO INSTALL TION WASTI TO BUILDING D PROFESSI RACTOR'S M. Y OF THE F. CONTACT ENTS. SUBJ A Consideration of Management A Consideration	IN. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	ATE OF SD IN ST TEM RESERVIES NG HEIGHT TO HOME STATE OF THE STATE OF	8350 94 94 94 94
ALL WORK TO CONFO MINIMUM SETACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION PRIOI CERTIFICATE FOR AB VERTICATION & REPORTS OF THE CATTO CONDUCT A FINAL SURVEY VERIFICATION AREA OF LIVING SP. CONSTRUCTION VA BUILDING PERMIT F PLUMBING FIXTURE	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE LOCAL G PROMTHE TO THE SECOND	BUILDING CODE IOR SIDE 5M, EXTI IRADE. CALL FOR OVERNMENT AC. SISSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT FESSIONALS MUS SUBMITTED FRO ROVIDE SPRDIGG UDERGROUND FIE M SIGNALA O THE VIEW BIJE SARE /EVOR	AND RELEVANT BIG ERIOR SIDEMM, REA FINAL GEOUPANC IN FORMS PARRY OF TO FORMS PARRY O	R 4M. y INSPECTIC JHIS PERMY SYSTEM DIM TO INSTALL TION WASTI TO BUILDING D PROFESSI RACTOR'S M. Y OF THE F. CONTACT ENTS. SUBJ A Consideration of Management A Consideration	IN. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	ATE OF SD IN ST TEM RESERVIES NG HEIGHT TO HOME STATE OF THE STATE OF	ESIZE of d
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 20) SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION PRIOR CERTIFICATION & REPORTS TO CONDUCT A FINAL SURVEY VERIFICATION AREA OF LIVING SP. CONSTRUCTION VA BUILDING PERMIT F PLUMBING FIXTURE DEMOLITION	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE STORMANCE WITH 19 MY REGISTERED PROFES OF THE PROFESS	BUILDING CODE IOR SIDE 5M, EXTI IRADE. CALL FOR OVERNMENT AC. SISSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT FESSIONALS MUS SUBMITTED FRO ROVIDE SPRDIGG UDERGROUND FIE M SIGNALA O THE VIEW BIJE SARE /EVOR	AND RELEVANT BIG ENIOR SIDE 4M, REA FINAL DE CUPANC I) FOR SIDE 4M, REA FINAL DE CUPANC I) FOR SIDE ABOVE I) FOR SIDE ABOVE I) FOR SIDE ABOVE ION OF CONSENCE I BE SUBMITTED TO MALL RESGISTERS ER SATEM CONTI ING. SUBMIT A COS FOR DE TARTMEN IVITAN REQUIREM FEES \$ 28000 \$ 0	R 4M. Y INSPECTIC THIS PERMY SYSTEM BIN TO INSTALY. TION WASTI TION WASTI TO BULLDING D PROFESSI RACTOR'S M. TO FILE F. TO CONTACT THE F.	IN. IT. IT. IT. IT. IT. IT. IT. IT. IT. IT	TEM RESERVIES NG HEIGHT TO underplaned: [a] owners with the second of t	BB 33
ALL WORK TO CONFO MINIMUM SETSACKS: MAXIMUM HEIGHT 20: SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION PRIOR CERTIFICATE FOR AB VERIFICATION & REPORTS B INSPECTION SCHEDU CONSTRUCTION A REPORT OF CONDUCT A FINAL SURVEY VERIFICATIO AREA OF LIVING SP. CONSTRUCTION VA BUILDING PERMIT F PLUMBING FIXTURE DEMOLITION OTHER	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE STORMANCE WITH 19 MY REGISTERED PROFES OF THE PROFESS	BUILDING CODE IOR SIDE 5M, EXTI IRADE. CALL FOR OVERNMENT AC. SISSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT FESSIONALS MUS SUBMITTED FRO ROVIDE SPRDIGG UDERGROUND FIE M SIGNALA O THE VIEW BIJE SARE /EVOR	AND RELEVANT BIG ENDRA SIDE WAN, REA FINAL OF COUPANC OF FORMS PARE OF TO MALL RESGISTERS ER SKITEM CONTINUE TO FORMS STEMM CONTINUE TO FORMS STEMM TO TO FORMS STEMM TO TO FORMS STEMM TO TO FORMS STEMM TO TO TO THE DEFARTMEN TY FILMS REQUIREM \$ 28000 \$ 0 -\$ 2800	R 4M. Y INSPECTIC THIS PERMY SYSTEM BIN TO INSTALY. TION WASTI TION WASTI TO BULLDING D PROFESSI RACTOR'S M. TO FILE F. TO CONTACT THE F.	CANNINGS AND HATTON. IS REQUIRED. OFFICIAL ON DO ONALS ENGAGE ATTERIAL & TEX RE ALARM SYS I REGIONAL FI ECT TO BUILDI CONTROL OF TO THE STATE OF THE STAT	TEM RESERVIES NG HEIGHT TO underplaned: [a] owners with the second of t	BESSET OF A STATE OF A
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 20) SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION PRIOR CERTIFICATION & REPORTS TO CONDUCT A FINAL SURVEY VERIFICATION AREA OF LIVING SP. CONSTRUCTION VA BUILDING PERMIT F PLUMBING FIXTURE DEMOLITION OTHER SUB-TOTAL	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE STORMANCE WITH 19 MY REGISTERED PROFES OF THE PROFESS	BUILDING CODE IOR SIDE 5M, EXTI IRADE. CALL FOR OVERNMENT AC. SISSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT FESSIONALS MUS SUBMITTED FRO ROVIDE SPRDIGG UDERGROUND FIE M SIGNALA O THE VIEW BIJE SARE /EVOR	AND RELEVANT BICEPHOR SIDE AM, REAL FINAL OF CUPANC. IF FOR AS PARE OF THE FINAL OF COMMENT OF THE SEPPRESSION OF CONSUME OF THE SEPPRESSION OF CONSUME OF THE SEPPRESSION OF CONTROL OF THE SERVICE OF THE DETAIL O	R 4M. Y INSPECTIC THIS PERMY SYSTEM DIN SYSTEM DIN TO INSTALL TION WASTI DO BUILLDING D PROFESSI RACTOR'S M. TO THE F. TO CONTACT THE F.	CANNINGS AND HATTON. IS REQUIRED. OFFICIAL ON DO ONALS ENGAGE ATTERIAL & TEX RE ALARM SYS I REGIONAL FI ECT TO BUILDI CONTROL OF TO THE STATE OF THE STAT	THE OF SD IN ST TEM RE SERVIES NG HEIGHT TO HEIGHT THE SERVIES NG HEIGHT TO HEIGHT THE SERVIES NG HEIGHT THE	88 88 88 88 88 88 88 88 88 88 88 88 88
ALL WORK TO CONFO MINIMUM SETACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION SCHEDU CONSTRUCTION FRIOI CERTIFICATE FOR AB VERIFICATION & REPORTS OF CONTRUCTION OF REPORTS TO CONDUCT A FINAL SURVEY VERIFICATION VA BUILDING PERMIT F PLUMBING FIXTURE DEMOLITION OTHER SUB-TOTAL TITLE SEARCH	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE STORMANCE WITH 19 MY REGISTERED PROFES OF THE PROFESS	BUILDING CODE IOR SIDE 5M, EXTI IRADE. CALL FOR OVERNMENT AC. SISSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT FESSIONALS MUS SUBMITTED FRO ROVIDE SPRDIGG UDERGROUND FIE M SIGNALA O THE VIEW BIJE SARE /EVOR	AND RELEVANT BIG ERIOR SIDE WIM, REA FINAL DE CUPANC D FORMS PARE OF TO MALL RESGISTERS ER SESTEM CONTI THE DEFARTMEN TY FILM REQUIREM S 28000 \$ 28000 \$ 25200 \$ 10 \$ 25210	R 4M. Y INSPECTIC THIS PERMIT SYSTEM BIN SYSTEM BIN TO INSTALL TION WASTI DO BUILDING DO PROFESSI RACTOR'S M. TO CONTACT THE F. DN. T. T. T. T. T. T. T. T. T.	THE OF SD IN ST TEM RESERVIES NG HEIGHT the sundergigned: [a] and thouse setting and thouse setting with the setting and thouse setting to the setting as a reason of the British regional District of Kooden and Setting and American Setting and Se	SSSSS CA CATALON AND AND AND AND AND AND AND AND AND AN	
ALL WORK TO CONFO MINIMUM SETBACKS: MAXIMUM HEIGHT 201 SECTION 290 LETTER (SUBMIT TWO SETS OF CALCULATIONS IN CO PRIOR TO OCCUPANC: ALL FIELD REPORTS B INSPECTION. SCHEDU CONSTRUCTION SCHEDU CONSTRUCTION FRIOL CERTIFICATION & REPORTS TO CONDUCT A FINAL SURVEY VERIFICATION AREA OF LIVING SP. CONSTRUCTION VA BUILDING PERMIT F PLUMBING FIXTURE DEMOLITION OTHER SUB-TOTAL TITLE SEARCH TOTAL	PRINTO THE 2006 B.C. PRONT 4.5M, INTERIM FROM AVERAGE C PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE LOCAL OF PROMTHE STORMANCE WITH 19 MY REGISTERED PROFES OF THE PROFESS	BUILDING CODE IOR SIDE 5M, EXTI IRADE. CALL FOR OVERNMENT AC. SISSIONAL SEALED THE CURRENT NF LEGAL DISPOSIT FESSIONALS MUS SUBMITTED FRO ROVIDE SPRDIGG UDERGROUND FIE M SIGNALA O THE VIEW BIJE SARE /EVOR	AND RELEVANT BICEPHOR SIDE AM, REAL FINAL OF CUPANC. OF FORMS PARE OF THE SIDE	R 4M. Y INSPECTIC THIS PERMIT SYSTEM BIN SYSTEM BIN TO INSTALL TION WASTI DO BUILDING DO PROFESSI RACTOR'S M. TO CONTACT THE F. ON. T. AAWINGS AND H. ATION. E IS REQUIRED. ONALS ENGAGI ALTERIAL & TEST INTERIAL & TEST IN	THE OF SD IN ST TEM RESERVIES NG HEIGHT the sundergigned: [a] and thouse setting and thouse setting with the setting and thouse setting to the setting as a reason of the British regional District of Kooden and Setting and American Setting and Se	88 88 88 88 88 88 88 88 88 88 88 88 88	



FAX

To: Mountain Sky Properties Ltd

Fax: (250) 768 2525





THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED. AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL, PRIVILEGED AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. Any other distribution, copying or disclosure is strictly prohibited. If you have received this message in error, please notify us immediately by telephone and return the original transmission to us my mail without making a copy.

From: Robert Silva, RBO

Date: Tuesday, March 19, 2013

Re: Building Permit #12-0022BW for remainder of Building B at 375 Raven Ridge Road

Comments: This facsimile is a follow up to the phone conversation of March 12, 2013. The above noted building permit was issued by this office on May 24, 2012. It is currently considered by this office to be an open and active building permit file. The following excerpt is from the Regional District of Kootenay Boundary Building Bylaw #449:

- 10.2 Every permit is issued upon the condition that:
- (a) the work is to be started within six months from the date of issuing the permit;
- (b) the work is not to be discontinued or suspended for a period of more than one year;
- (c) the permit shall lapse in the event that either of the conditions in (a) or (b) above is not met;
- (d) an additional fee as set out in "Appendix A", shall be paid if the permit is renewed;

As discussed, this office will review the status of the file in September to determine if renewal of the building permit is required. The cost of renewal for a building permit is based on the percentage of remaining construction value outstanding. As construction has not started to date this would currently be based on 100% of the construction value from the original building permit. The renewal fee would amount to \$6,950.00.

Hopefully this information is of assistance to you.

Robert Silva, RBO Building & Plumbing Official

dsastonegatespa.com

Pages (including this page)

2140 Central Ave, P.O. Box 1965, Grand Forks, B.C. V0H 1H0 toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688 email: rsilva@rdkb.com• web: www.rdkb.com



FAX

To: Mountain Sky Properties Ltd

Fax: (250) 768 2525



THIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL, PRIFILEGED AND EXEMPT FROM DISCLOSURE UNDER APPLICABLE LAW. Any other distribution, copying or disclosure is strictly prohibited. If you have received this message in error, please notify us immediately by telephone and return the original transmission to us my mail without making a copy.

From: Robert Silva, RBO

Date: Tuesday, October 22, 2013

Re: Building Permit Renewal for Building B at 375 Raven Ridge Road, Big White

Comments: This facsimile is a follow up to the previous facsimile of March 19, 2013 sent by this office.(see attached copy) It has been determined by this office that construction has not been commenced at the above noted address. In conformance with the Regional District of Kootenay Boundary Building Bylaw #449 this office must either renew the permit or lapse and close the permit file.

- 10.2 Every permit is issued upon the condition that:
 - (a) the work is to be started within six months from the date of issuing the permit;
 - (b) the work is not to be discontinued or suspended for a period of more than one year;
 - (c) the permit shall lapse in the event that either of the conditions in (a) or (b) above is not met;
 - (d) an additional fee as set out in "Appendix A", shall be paid if the permit is renewed;

If it is your intention to commence the work soon this office will require a renewal of the existing permit. The renewal fee would be \$6 950.00 based on 100% of the construction value from the original building permit. Please contact this office and advise us of your intentions.

Robert Silva, RBO Building & Plumbing Official

Pages (including this page)

2140 Central Ave, P.O. Box 1965, Grand Forks, B.C. V0H 1H0 toll-free: 1 877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688 email: rsilva@rdkb.com• web: Www.rdkb.com

Owner's Name Mountain Sky Properties Address or Legal Description 375 Raven Ridge Road, Electrical Area E Inspection Requested Site Inspect, and Register R	Time & Date Call Rec'd	PERMIT NO. 12-0022 BW
Address or Legal Description 375 Raven Ridge Road, Electural Area E Inspection Requested Site Inspect, and Page of Pag	Owner's Name Mountain Sky Properties	
Inspection Requested Sife Inspection Page of	Address or Legal Description 375 Raven Ridge Roud	Electoral Area E
Construction appears acceptable subject to correcting items as noted (see below) Construction NOT acceptable due to deficiencies (see below) Reinspection required Submit Engineers Report for Notes Not	Inspection Requested Site Inspection	
Construction NOT acceptable due to deficiencies (see below) Reinspection required Submit Engineers Report for Notes Not	☐ Construction appears to conform reasonably with examined plans	and specifications
Reinspection required Submit Engineers Report for Notes		eted (see below)
Notes No		
Notes Notes No Work started to date Next Reg'd Insp. Next Reg'd Insp. Date of Inspection 10 July 2013 Time 12:00 am (pm) Building Official July 2013 Time 12:00 am (pm) Building Official July 2013 Time 12:00 am (pm) Neither the granting of a building permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Next Reg'd Insp. Next Reg'd Insp. Date of Inspection 10 July 2013 Time 12 10 am (pm) Building Official Inspections made by the authority having jurisdiction shall in any war relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.	Notes	
Next Reg'd Insp. Next Reg'd Insp. Date of Inspection 10 July 2013 Time 12 10 am (pm) Building Official Inspections made by the authority having jurisdiction shall in any war relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.	Notes for file	
Next Req'd Insp. Date of Inspection 10344 2013 Time 12 00 am (pm) Building Official. Neither the granting of a building permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.	No Work started to date	
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Date of Inspection 101u1y 2013 Time 12:00 am from Building Official Building Official Building Official Shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		
Neither the granting of a buildling permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.	Next Req'd	Insp.
Neither the granting of a buildling permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.		1 1
shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.	Date of Inspection 10 July 2013 Time 12:00 am /pm) E	Building Official Asilva
requirements of the British Columbia Building Code.	Neither the granting of a buildling permit nor the approval of the relevant drawings and s shall in any way relieve the owner of such building from full responsibility for carrying or	specifications nor inspections made by the authority having jurisdiction ut the work or having the work carried out in full accordance with the
This Report Placed on site or Received by	requirements of the British Columbia Building Code.	
	This Report Placed on site or Received by	

	REGICTAL DISTRICT OF KOOTENAY BOT NDARY
	BUILDING INSPECTION REPORT
	Time & Date Call Rec'd PERMIT NO. 12-00228W
	Owner's Name Mountain Sky Properties
	Address or Legal Description 375 Raven Ridge Road, Electoral Area E
	Inspection Requested Site Inspection Page of
	Construction appears to conform reasonably with examined plans and specifications
	 Construction appears acceptable subject to correcting items as noted (see below) Construction NOT acceptable due to deficiencies (see below)
	☐ Reinspection required
	Submit Engineers Report for
	Notes
	Notes For File
1	TV G 1 C 5 1 V 1 1 1 C Surf
	No Work Started to date
1	Next Req'd Insp.
	Date of Inspection 28 Nov 2012 Time 1:00 am/pm Building Official Africa
	Neither the granting of a buildling permit nor the approval of the relevant drawings and specifications nor inspections made by the authority having jurisdiction shall in any way relieve the owner of such building from full responsibility for carrying out the work or having the work carried out in full accordance with the requirements of the British Columbia Building Code.
	This Report Placed on site or Received by

10/22/2013 TUE 9:58 FAX

Ø1001/002



FAX

To: Mountain Sky Properties Ltd

Fax: (250) 768 2525

VIIIS MESSAGE IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL PRICE HEAD AND EXCLUSE FROM DISCLOSURE UNDITE APPLICABLE LAW. Are office distribution, capacing or disclosure is strictly produbine, by you have received this message in cerea, please routh as immediately by rehighour and return the araginal transmission to us one mail without making a rouge.

From: Robert Silva, RBO

Date: Tuesday, October 22, 2013

Re: Building Permit Renewal for Building B at 375 Raven Ridge Road, Big White

This facsimile is a follow up to the previous facsimile of March 19, 2013 sent by this office.(see attached copy) It has been determined by this office that construction has not been commenced at the above noted address. In conformance with the Regional District of Kootenay Boundary Building Bylaw #449 this office must either renew the permit or lapse and close the permit file.

- 10.2 Every permit is issued upon the condition that:
 - the work is to be started within six months from the date of issuing the permit; (a)
 - the work is not to be discontinued or suspended for a period of more than one year; (b)
 - (c) the permit shall lapse in the event that either of the conditions in (a) or (b) above is not met;
 - (d) an additional fee as set out in "Appendix A", shall be paid if the permit is renewed;

If it is your intention to commence the work soon this office will require a renewal of the existing permit. The renewal fee would be \$6 950.00 based on 100% of the construction value from the original building permit. Please contact this office and advise us of your intentions.

Robert Silva, RBO Building & Plumbing Official

Pages (including this page)

8:21 AMrdkb.com. web: www.rdkb.com

Dennis Skuter

From: Sent:

Robert Silva <rsilva@rdkb.com>

To:

Tuesday, December 03, 2013 2:14 PM

Dennis Skuter

Subject:

RE: 375 Raven Ridge Road, Big White

Any further inquiries related to the closing of the building permit file for the above noted address should be directed to:

Mark Andison, MCIP, RPP General Manager, Operations / Deputy CAO Regional District of Kootenay Boundary 843 Rossland Ave

Trail, BC Canada V1R 4S8

toli-free: 1.800.355.7352 tel: 250.368.9148 cel: 250.231.0880 fax: 250.368.3990 email: mandison@rdkb.com web: www.rdkb.com

Robert Silva, RBO **Building/Plumbing Official** Regional District of Kootenay Boundary

2140 Central Avenue **Grand Forks** phone (250) 442 2708 fax (250) 442 2688 rsilva@rdkb.com www.rdkb.com

From: Dennis Skuter [mailto:ds@stonegatespa.com]

Sent: December-03-13 11:10 AM

To: Robert Silva

Subject: Re: 375 Raven Ridge Road, Big White

I do not want to lapse this Building Permit and would like to know how I can comply, please.

Regards.

Mountain Sky Properties Inc.

Dennis Skuter 250.470.8000 Cell 250.768.2565 Kelowna Tel 250.768.2525 Kelowna Fax

On Dec 3, 2013, at 8:52 AM, Robert Silva <re>rsilva@rdkb.com</re> wrote:

This office has been advised that the Regional District of Kootenay Boundary has determined that the current building permit for the above noted address will be lapsed and closed in conformance with RDKB Building Bylaw #449.

Robert Silva, RBO



Electoral Area Services Committee Staff Report

Prepared for meeting of April 2017

Development Variance Permit							
Owners:	Owners:			le No:			
Lawrence Waite			C-317-00302.005				
Location:							
78 Lavalley Road, Christina Lake							
Legal Description:		Area:					
Lot 1, DL 317, SDYD, Plan KAP90475			0.08 hectares (0.2 acres)				
OCP Designation:	Zoning:	ALR status	s:	DP Area:			
Residential	Single Family	No		No			
	Residential 1 R1						
Report Prepared by: Ken Gobeil, Planner							

ISSUE INTRODUCTION

Agents for the owner have applied for a Development Variance Permit to increase the maximum allowable height, and to locate an accessory building within the front yard setback as per the conditions of the Zoning Bylaw 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 78 Lavalley Road, Christina Lake. The property is designated as 'Residential' in the Electoral Area 'C'/Christina Lake OCP Bylaw 1020, 2001 and zoned 'Single Family Residential 1' (R1) in the Electoral Area 'C'/Christina Lake Zoning Bylaw 1300, 2007.

The subject property is not within the ALR or a Development Permit Area. The subject property, which is rectangular in shape, is adjacent to Sandner Road to the North and Lavalley Road to the south. The Christina Lake Community Centre and baseball diamond are south of this property. On the north, west and east of this property are privately owned parcels. Properties on the North side of Sander Road are lakefront.

Access to the Subject Property is at the end of Lavalley Road, the 3 properties to the west of the subject parcel utilize an access easement on this parcel for access from Lavalley Road for access.

Page 1 of 3

PROPOSAL

The applicants wish to demolish the existing cabin and construct a new single family dwelling and accessory building (a secondary suite above a detached garage) on the south end (front) of the property. The proposed height of the garage is 6.8 metres, which would exceed the maximum allowable height by 2.2 metres. The proposed setback from the front of the property is angled with the closest portion being 4.95 metres from the front of the property, which exceeds the setback by 2.55 metres.

The requested variances, which have been rounded to ensure sufficient space in case of minor miscalculations are as follows:

- Increase the maximum allowable height from 4.6m to 6.9m
- Decrease the minimum front yard setback from 7.5m to 4.8m

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 hardship expressed within the application is to include a garage and secondary suite on as minimal of footprint as possible.
- b) The proposed accessory building will be built with a similar theme to the proposed residence for the property to keep the property aesthetically pleasing.
- c) Potential negative impacts to neighbouring properties have been considered in the design of the building as explained in the *Applicants' Submission*.

Surrounding landowners will be notified of the proposed Development Variance Permit Application and given the opportunity to provide comments or express concerns.

The access easement on the subject property is not affected by this proposal.

Zoning Bylaw and Official Community Plan

Total site coverage on the subject parcel with the proposed residence and accessory building will be roughly 22% which is below the maximum 33%.

The minimum parking required for a residence and secondary suite is 3 spaces, which have been identified in the application.

The floor space for the secondary suite is 42m², which is below the maximum permitted (90m² or 40% of the single family dwelling; whichever is less).

Prior to the issuance of a building permit for the secondary suite the applicant is responsible to obtain approval for liquid waste disposal and connection to the RDKB

Page 2 of 3

Christina Lake Water Utility. An inquiry was sent to Environmental Services regarding this property, there is sufficient capacity for the proposed new connection.

The subject property is not within a Development Permit Area, properties directly north of the subject property are within the Waterfront Environmentally Sensitive Development Permit Area. The subject property is also outside of the 200-year floodplain for Christina Lake. The proposed development is compliant with the goals and intent of the Official Community Plan.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C' / Christina Lake Advisory Planning Commission supported the proposal for a height and setback variance.

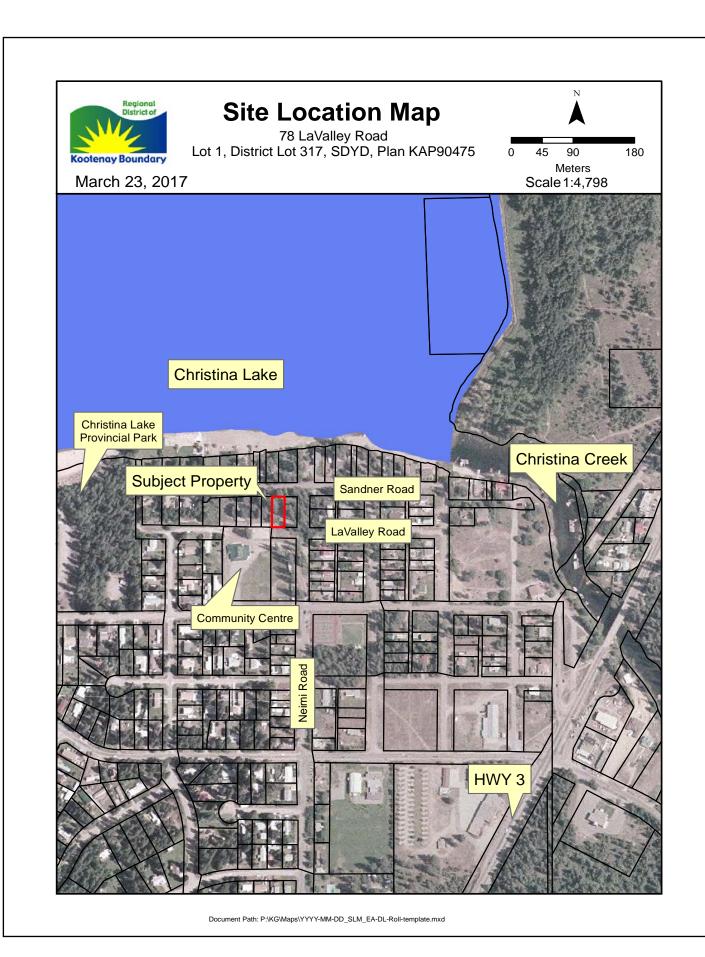
RECOMMENDATION

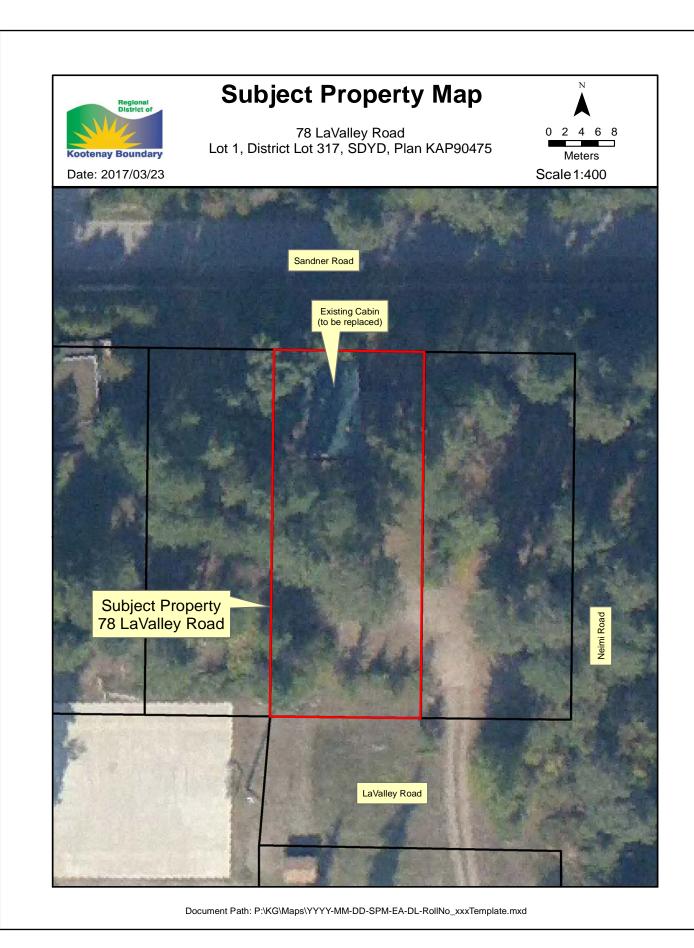
That the Development Variance Permit application submitted by Lawrence Waite, to allow for an accessory building height variance of 2.3m (from 4.6m to 6.9m) and a front yard setback variance of 2.7m (7.5m to 4.8m) to construct an accessory building on the property legally described as Lot 1, DL 317, SDYD, Plan KAP90475, 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

Page 3 of 3





APPLICANTS' SUBMISSION

DiStefano / Jaud Architecture

RE: Development Variance Permit Application For 78 LaValley Road, Christina Lake, BC

The above noted property has been part of a family owned property for a many years. Once existing as one larger parcel this property has been subdivided into smaller lots over the years. The family patriarch having chosen to provide individual lots for each of his children. This lot and the one immediately to the East of it remain owned by family offspring.

For the lot in question, the original cabin remains as well as some original stone walls and stairs. The cabin is very much just that, a very simple wood structure built for vacation times. The cabin is quickly deteriorating and does not provide many of the typical comforts current owners have come to expect.

The proposed new development is meant to take the approximate position of the existing cabin and reflect the initial spirit that has made this property a treasure for the family while adding in many of the modern aspects that were missing. This new design takes advantage of the site and views. The house is massed in such a way to echo the step of the land and provide modulation in light and shadow to the exterior and interior spaces. The design features a detached garage at the main access to the property. The garage incorporates a secondary suite above and the design echoes that of the house.

By way of this application we are requesting two variances to the R1 zoning bylaw. Both of the requested variances relate to the garage as an Accessory Building. The variances requested are in respect of the height requirement and the Front yard setback for Accessory buildings. The rationale for these requested variances is as follows:

Accessory Building Height Variance

- The R1 zoning allows for secondary suite, in this case the owners wishes to use this
 space for visitors and not as rental. To minimize impact on the site it made more
 sense to stack the living area on top of the garage rather than as expanding the
 main floor and taking up more of the site. The placement of the suite above the
 garage pushes the limits of the height restriction yet saves more ground space by
 limiting the floor areas of the structures.
 - o To help mitigate the impact of this increased height, the garage has been design to reduce the massing as it rises from the ground. This is achieved largely by setting back the second-floor suite from the street side so that the second-floor impact is reduced. The area of the second floor is close to half that of the main floor garage.

DiStefano Jaud Architecture

Carlo DiStefano MAAA MAIBC Neil Jaud MAIBC, MAAA, MRAIC, LEED AP

3 - 1331 Ellis Street Kelowna BC V1Y 1Z9, Canada T (250) 868-9278 F (250) 868-9217 E info@distefanojaud.com

WWW.DISTEFANOJAUD.COM

APPLICANTS' SUBMISSION

DiStefano / Jaud Architecture

- The overall design of the garage has been done in a way to minimize height. The roof slope has been kept shallow and rather than maintaining an 8' ceiling throughout the suite, the slope of the roof drops slightly into this space to slightly lower the roof height.
- With the location of the property, the surrounding context is such that
 there are no immediate neighbour's that will be impacted by the garage.
 In fact, to the south side of the property the Christina Lake Community
 Centre and a baseball pitch are located. With this type of institutional use
 immediately adjacent to the property we feel the height of the garage will
 be negligible in contextual appearance.

Accessory Building Setback Variance

- While the property is bordered by two roads to the north and south only access
 from LaValley at the south is possible because of grading. The traditional access to
 the property has always been from LaValley and the street addressing reflects this.
 The house and garage position are the optimal for the site grading and point of
 access.
- With access from LaValley, the garage is therefore located on this side of the property.
- The grading and setback at the north side sets the position for the house with the garage siting naturally relating to this.
- To provide a separation between the two buildings to maintain a smaller scale building mass the garage has to be pushed closer to the LaValley Road property line
- We would argue that with the two road frontages as well as the location of the community center adjacent to the property, that a reduced setback should be permissible.
- With the rotated position of the garage (to make access easier) the setback to the one corner is 5m while the second corner is 6.9m.

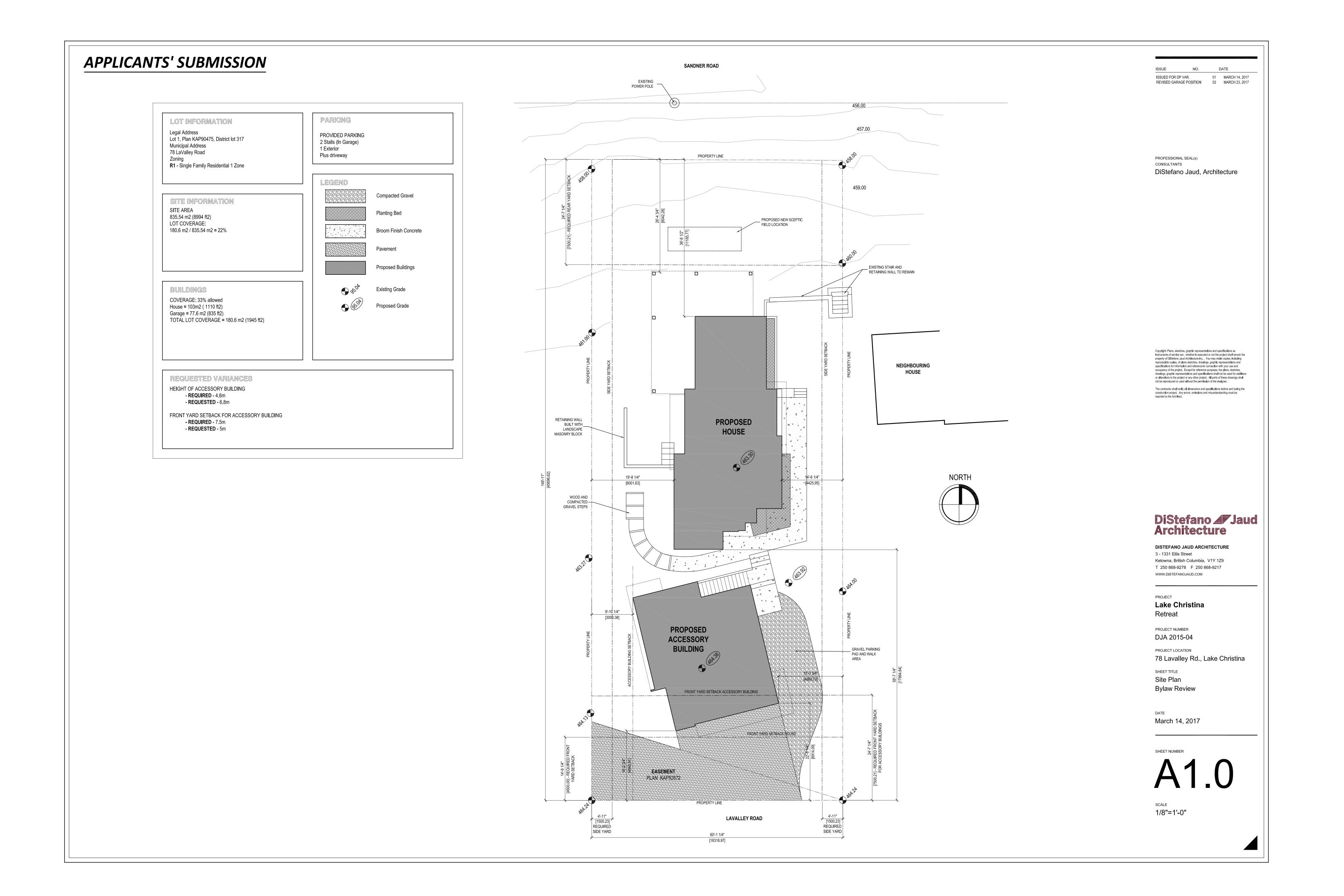
If you require further information or rationale on the design, please do not hesitate to contact me.

Cordially,

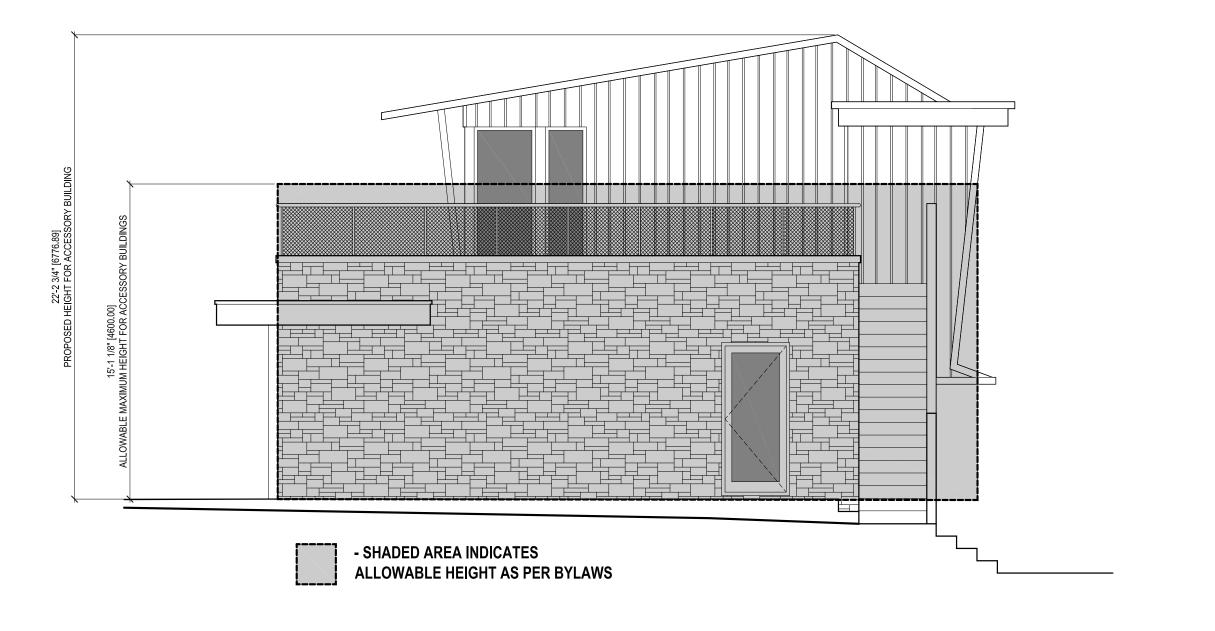
Carlo DiStefano,

M.Arch. MAAA, MAIBC, Principal

Listefans



APPLICANTS' SUBMISSION





EAST ELEVATION - GARAGE SIDE VIEW 1/4" = 1'-0"

DiStefano

Jaud Architecture

Page 485 of 788

LAKE CHRISTINA RETREAT GARAGE SIDE ELEVATION PERMITABLE HEIGHTS

DISTEFANO JAUD ARCHITECTURE 3 - 1331 EIIIs Street, Kelowna, British Columbia V1Y 1Z9 T 250-868-9278 F 250-868-9217 WWW.DISTEFANOJAUD.COM

CAD

1/4" = 1'-0"

ASK-1

DATE: MARCH 1, 2017



Electoral Area Services Committee Staff Report

Prepared for meeting of April 2017

Bare Land Strata Subdivision Referral - Ministry of Transportation and Infrastructure						
Owner(s):			File No:			
Sandco Industries Ltd.			C-317-00212.055			
Location:						
24 Park Road, Christina Lake						
Legal Description: Area:						
Lot 1, District Lots 317, and 498, 4243, Plan KAP80157 5.14 acres						
	(2.08 hectares)					
OCP Designation:	Zoning:	ALR status:	DP Area:			
Residential Land Use	R1 - Single Family	No	No			
Area	Residential 1					
Prepared by: Ken Gobeil, Planner						

ISSUE INTRODUCTION

The Regional District has received two (2) referrals from the Ministry of Transportation and Infrastructure (MoTI) for a proposed subdivision of 24 Park Road, Christina Lake, Electoral Area 'C'/ Christina Lake (see Site Location Map; Subject Property Map; Applicants' Submission). One is a conventional subdivision, which is being done to facilitate a Bare Land Strata subdivision. The focus of this report is on the Bare Land Strata subdivision.

BACKGROUND INFORMATION

The subject property is 2.08 hectares (5.14) acres in size. There are currently three (3) buildings on the parcel; One (1) office building on the south east corner of the property, and two (2) garages on the north side of the property. The garages appear to be used by neighbouring residences, one is utilized by the residence on 47 Sandner Road, and the other by the residence on 338 Sandner Road. The garages utilize Sandner Road for access while the office building utilizes Park Road (see Subject Property Map).

To the north of the property is Sandner road with privately owned lakefront residences. To the west there is Benniger Road with privately owned residences. To the south there is Park Road, as well as privately owned residences, to the east is Christina Creek, and its meeting point with Christina Lake.

Page 1 of 8

The alignment of the orthophotos and parcel lines may not be accurate, a request for more information regarding buildings and setbacks from property lines has been sent to the applicant and MoTI.

This parcel is within Electoral Area 'C'/ Christina Lake and is subject to the Electoral Area 'C' / Christina Lake Official Community Plan (Bylaw No. 1250) and Zoning Bylaw (Bylaw No. 1300). Within the Zoning Bylaw this parcel is zoned Single Family Residential 1 (R1).

There are also covenants on title regarding the electricity utility, water utility, and a safe building elevation and setback from Christina Creek. (see, Subject Property Map).

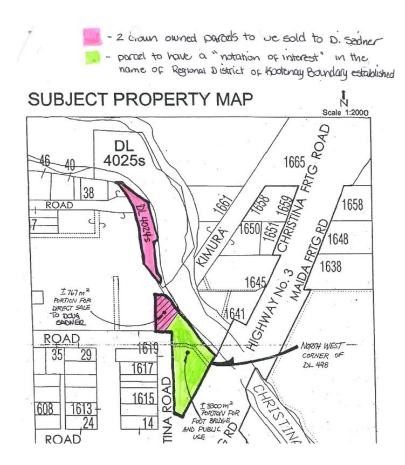
Sandner Road currently has an 11m right of way width and comes to an end before Christina Creek. Historically, Sandner Road had ended at the edge of Christina Creek, and at one point a bridge crossed at this location. Over time development had encroached upon the road allowance, and fill had been added to the creek creating additional lands. The road width was narrowed to accommodate building encroachment, and the additional grounds created by adding fill into the creek bed was consolidated with the subject parcel by the property owner

Within the Official Community Plan this property is mostly within the residential land use designation and a small portion of the south east corner of the parcel is within the Parks and Recreation land use designation, however, this portion is within the concurrent proposed conventional subdivision application. This portion of land is the site of a proposed pedestrian bridge to align with Kimura Road on the east side of Christina Creek in the previous highway bridge location.

The southeast corner of the parcel, which is designated Parks and Recreation 1 (P1) was part of an adjacent Crown parcel until 2005. The current owner made a request to the Crown to purchase that portion of the parcel from the Crown in 1994; however, the RDKB Board did not support the purchase and it did not proceed at that time. A subsequent application for a Crown Grant was made by Sandco Industries Ltd. to purchase $\pm 4067\text{m}^2$ directly across Christina Creek from the Kimura Road end in 2004. The Board of Directors did not support this application, however, the purchase of $\pm 767\text{m}^2$ was approved by the Provincial government with an option presented to the board for a notation of interest for a foot bridge on the remaining $\pm 3300\text{m}^2$ to be added on title for the purchase of as shown in green on the figure below. The sale and subsequent consolidation with the subject property proceeded in 2005. The Board requested that a notation of interest be placed on the remaining $\pm 3300\text{m}^2$ for public use for a footbridge. That notation remains with the province.

Through the conventional subdivision application referral, it is recommended that the board request that Sander Road be extended to the edge of Christina Creek and that the site for the footbridge landing have a Pedestrian Statutory Right of Way placed on title of the affected parcel. This intended right of way would allow for a pedestrian bridge and pedestrian access on the area property.

Page 2 of 8



The subject parcel was previously used as a mill, which had closed in the 1980's. The commercial building was originally part of the mill, to date there is evidence of the mill on the property, including cement and metal on the parcel, and in the shore of Christina Creek.

The subject parcel is entirely within the Christina Waterworks District, this utility is now owned by the Regional District of Kootenay Boundary and known as the RDKB Christina Lake Water Utility. This parcel is not within a Development Permit area.

PROPOSAL

The proposed conventional subdivision will create a new boundary with 47 Sandner Road and will separate the existing office building into its own parcel.

The Bare Land Strata subdivision application is based off the conventional subdivision application being approved as it is presented, and will take the residual from the conventional subdivision to create 9 residential parcels with a common area adjacent to Christina Creek.

Page 3 of 8

(see, Subject Property Map, and Applicants' Submission).

IMPLICATIONS

Any required adjustments to the conventional subdivision would impact the size of the remainder for the bare land subdivision.

The proposed parcel sizes for Strata Lots range from 0.1 hectares to 0.15 hectares (See Applicants' Submission). As per *The Bare Land Strata Regulations*, when considering subdivision applications for a Bare Land Strata, the average size of proposed residential lots derived from the total area to be subdivided, (including any common property) may be used. Taking this into consideration the proposed average parcel size is ± 0.2053 hectares which is above the minimum 0.2 hectares as stated in the bylaw. There are no parcel frontage requirements within the Single Family Residential Zone.

New Access to the proposed residential lots would be off Sandner Road and Benniger Road. The common parcel access is not clearly defined on the plan of proposed subdivision, however, it appears that access is intended off Sandner Road. Each access will need to be addressed by MoTI if the subdivision is approved. A new civic address for each parcel will also be required for each new parcel.

New connections to the RDKB Christina lake Water Utility, as well as electricity and other utilities will be required with this subdivision. The RDKB Christina Lake Water Utility, and each utility company will be responsible to determine the appropriate fees to connect each lot to its service, as well as if there is sufficient capacity within the utility to take on additional customers. This proposed subdivision has been referred to the Environmental Services Department which operates the water system to determine if there is capacity for the additional water connections. Environmental Services has responded confirmed there is capacity for the proposed additional connections.

While each parcel will have sufficient room for a residence, proposed parcel SL A (See, Applicants' Submission) will have a considerably smaller buildable area than the other proposed parcels due to a utility covenant throughout the parcel. Proposed parcel SL H and SL I will also have restrictions for building areas due to covenants on title, however, the effects of this are minimal (See Subject Property Map).

As the site was previously used for a sawmill, section 2.6.3.7 of the Official Community Plan encourages all land that was used for industrial purposes to be remediated once that use ceases. It is unknown what remediation has occurred to date on this property.

A caveat is on title for this property regarding safe build elevations and setbacks from Christina Creek. No elevation data was submitted with this application. This will be relevant for new construction within the proposed subdivision.

The Board has the option to accept land, or cash-in-lieu for parkland with this application. As per section 510 of *the Local Government Act*, the subdivision must provide some form of contribution to parks. The maximum amount is 5% of the land, or a payment to the RDKB of that value to be used to purchase parkland elsewhere. It should be noted that funds collected through this process can only be used for

Page 4 of 8

purchasing parkland and cannot be used for putting towards a bridge or a park implements (benches, playground equipment, etc.). A third party assessment would be required to determine the full amount owed.

Since the parcel is currently 5.14 acres (2.08 hectares) the minimum amount of parkland required is approximately 0.26 acres (0.1 hectares). However, because of other circumstances listed in this report (e.g. possible encroachment, Sandner Road right of way extension, etc.), the final amount of land may change.

The Official Community Plan does specify an area that is designated in the land use plan as park space, this area would also encompass nearly all the requirement for park space, however, this land is within the conventional land subdivision which is being processed concurrent to this one. Within this area is the intended landing for a foot bridge to allow pedestrians safe access across the creek which would line up to Kimura Road on the east side of Christina Creek. This is the location of an old highway bridge that was removed in the 80's.

Septic locations for the existing residents and office building have not been included in the application. MoTI and Interior Health will determine if the proposed boundaries will be compliant with regulations.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C' / Christina Lake Advisory Planning Commission supported the subdivision proposal on the following conditions:

- That no new docks be built on the creek
- That public access be secured along Christina Creek and a Bridge landing be secured for a pedestrian bridge across Christina Creek be secured.
- That environmental remediation of the property take place prior to any construction.
- That the issues of encroachment of the 3 car garage be resolved.

PLANNING COMMENTS

Currently the RDKB has no authority on the placement of docks within Electoral Area 'C' / Christina Lake. The owners would be required to submit an application to the Province.

Parkland, and pedestrian connectivity are both objectives of the Official Community Plan. One potential option for parkland would be to create a park at the north end of the property and a trail to connect to the south end of the property at the proposed footbridge location. The Board has final authority on deciding on parkland dedication or accepting cash-in-lieu.

- 2.7.3 of the *Area 'C' / Christina Lake Official Community Plan Bylaw no. 1250* specifically sets out policies regarding park space, some of these have been listed below for reference, specifically.
- 2.7.3.2 In order to help meet the community's long term park needs, the Regional District will consider establishing a community parks service (note that a Parks Service

Page 5 of 8

has been established) and requiring the dedication of land or cash in lieu of park land as a condition of subdivision...

- b) Neighbourhood Parks providing safe areas for quiet recreational activities serving the needs of residents in that particular area (e.g. children's playgrounds and walking paths) ...
- d) Road End Parks intended to provide access to the Lake for the use trails are also mentioned in the transportation section 2.8 of the Official Community Plan. Policies specifically mentioned relevant to this include:
- 2.8.3.5 The Regional District is prepared to actively participate in the preparation of management plans for pedestrian walkways, trails and railway grades should such opportunities arise.
- 2.8.3.9 Support the development and maintenance of trails for active transportation...

There are several other supporting goals, objectives and policies within the Official Community Plan.

Agents for the applicant have been contacted for further discussion regarding parkland requirements. To date there has been no consensus on dedication. Agents for the applicant are opposed to land dedication on the subject parcel and prefer cash-in-lieu. A verbal offer was proposed during the APC meeting to offer space for a bridge landing that had been identified as noted above, however, this has not been confirmed in writing since then.

There are several options for public access, and parkland dedication with this application. A strong opportunity for a bridge landing and public access along the Christina Creek are available and can be pursued in both the conventional and bare land subdivision applications.

Within the Conventional Subdivision referral, it is possible to request a Statutory Right of Way on the affected parcel for the pedestrian bridge landing. This would be approved and implemented at the discretion of the approving officer for the MoTI.

Under the *Land Title Act* there is a legal requirement to extend Sandner Road to the edge of the water. 75(1)(c) of the *Land Title Act* requires that roads be extended to water to provide public access to waterbodies 20m wide to the body of water at distances no greater than 200m. This is could be requested as part of the conventional subdivision. Section 76 of the Act gives the applicant the ability to apply for relief of this obligation.

Under the *Bare Land Strata Regulations*, the same legal requirement to extend a road end to a width of 20m to provide public access to waterbodies exists in Section 8. Section 9 requires that a strip of land no greater than 7m along the water body to a maximum of 5% of the parcel for public access to the water body. This is in addition to the parkland requirements. Taking a 7m buffer along the shore of Christina Creek for the entire parcel would be greater than 5% of the parcel size, however, there is an option to use parkland dedication for the rest of the area, required, or to designate the

Page 6 of 8

northern edge of the property at the intersection of Christina Creek and Christina Lake as park, and have a 7m path along the parcel going south of Sandner Road along Christina Creek.

Public Access Option	Supporting Legislation:			
	<u>Conventional</u>	Bare Land Strata		
Bridge Landing	The preferred bridge landing location, which is designated as 'Park' in the OCP is within the conventional subdivision.	The bridge landing is outside the bare land strata.		
	Through Section 75(1) & (3) of the Land Title Act a request can be made for a Statutory right of way over that portion of the parcel designated as 'Park' in the OCP.			
	The statutory right of way requirement rests with the Provincial Approving Officer.			
Sandner Road Extension	75(1)(c) of the Land Title Act triggers the requirement for extension of the road end to Christina Creek; however the owner can apply for relief from this requirement.	75(1)(c) of the Land Title Act triggers the requirement for extension of the road end to Christina Creek, however the owner can apply for relief from this requirement. Section 8 of the Bare Land Strata Regulation also triggers the		
		requirement for extension of the road end to Christina Creek.		
Trail along Christina Creek	No trigger to require a trail along Christina Creek.	Section 75(1) & (3) of the Land Title Act.		
		Section 9 of the Bare Land Strata Regulation requires the subdivider of land adjoining a water body to dedicate without compensation a strip of land up to 7 m wide along the bank or shore for public access if the Provincial approving officer deems it to be in the public interest.		
		Section 510 of the Local Government Act triggers the Board		

Page 7 of 8

		to consider whether they would like cash in lieu or land.510 of the Local Government Act
<u>Parkland</u>	Section 510 (Park land dedication) of the <i>Local Government Act</i> is not triggered by the conventional subdivision.	Section 510 of the <i>Local Government Act</i> triggers the Board to consider whether they would like cash in lieu or land.

RECOMMENDATION

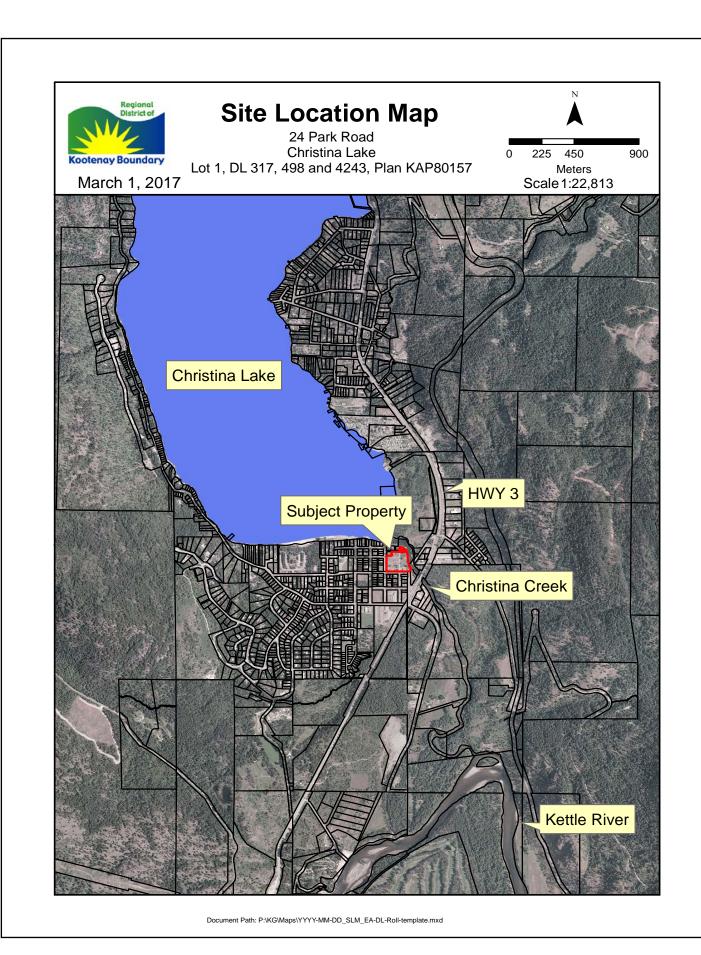
That the staff report regarding the referral from the Ministry of Transportation and Infrastructure for a bare land subdivision of the remainder of Lot 1, District Lots 317, and 498, 4243, Plan KAP80157 Electoral Area 'C'/Christina Lake be received.

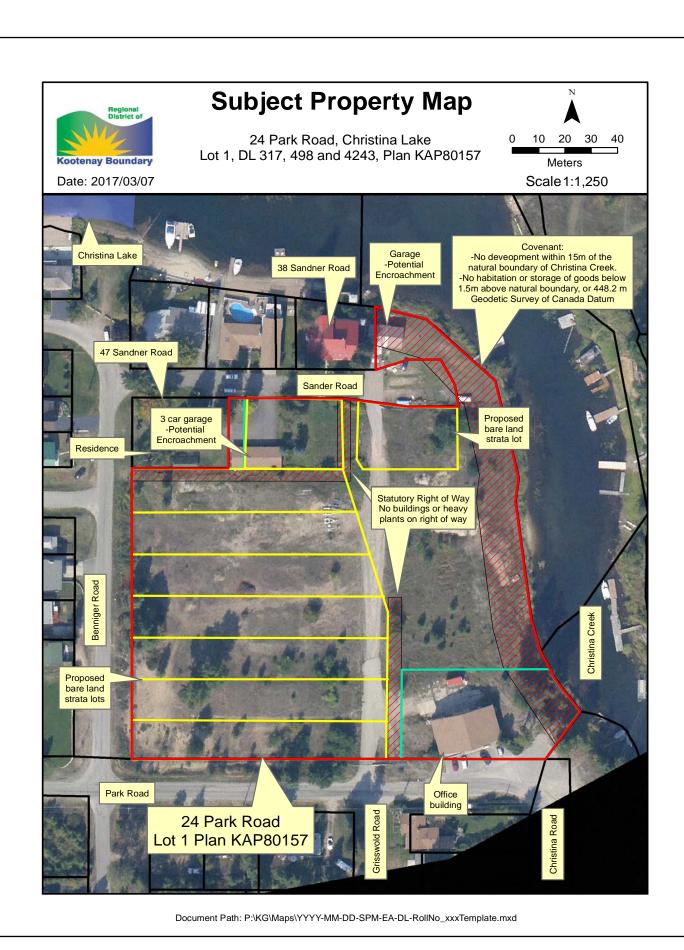
And FURTHER that the Board of Directors supports dedication of park land rather than cash in lieu to satisfy Section 510 (Requirement for provision of park land or payment for parks purposes) in order to fulfill the public's interest for a landing for a footbridge and access to water along Christina Creek.

ATTACHMENTS

Site Location Map Subject Property Map Applicants' Submission Potential Parkland Dedication

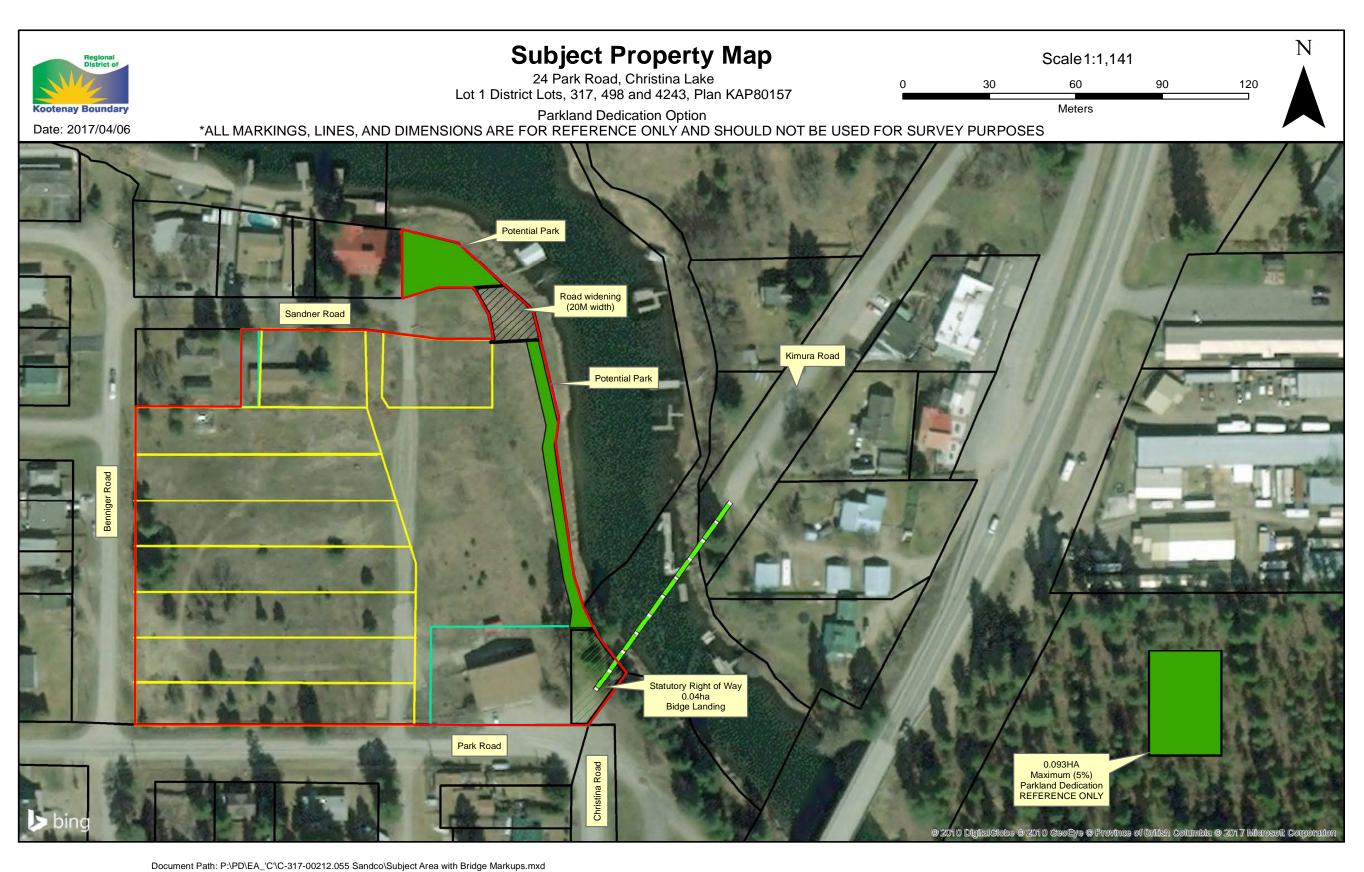
Page 8 of 8





ITEM ATTACHMENT #

ITEM ATTACHMENT # k)





Electoral Area Services Committee Staff Report

Prepared for meeting of April 2017

Conventional Subdivision Referral - Ministry of Transportation and Infrastructure					
Owner(s):			File No:		
1) Sandco Industrie	s Ltd.		C-317-00212.055		
Douglas and Ken	neth Sandner,		C-317-00236.005		
Location:					
1) 24 Park Road, Ch	nristina Lake				
2) 47 Sandner Road	I, Christina Lake				
Legal Description:			Area:		
1) Lot 1, District Lot	1) 5.14 acres				
2) Parcel A (being a consolidation of lots 45 and 6 (2.08 hecta					
LB378272), Distr	2) 0.248 acres (0.1 hectares)				
OCP Designation:	Zoning:	ALR status:	DP Area:		
Residential	R1 - Single Family Residential 1	No	No		
Prepared by: Ken Gobeil, Planner					

ISSUE INTRODUCTION

The Regional District has received two (2) referrals from the Ministry of Transportation and Infrastructure (MoTI) for a proposed subdivision of 24 Park Road, Christina Lake, Electoral Area 'C'/ Christina Lake (see Site Location Map; Subject Property Map; Applicants' Submission). One is a conventional subdivision, which is being done to facilitate a Bare Land Strata subdivision. This report focuses on the conventional subdivision.

BACKGROUND INFORMATION

47 Sandner Road has an existing residence. There is a 3 car garage that utilizes a shared driveway with the neighbouring property to the east (24 Park Road).

24 Park Road is 2.08 hectares (5.14) acres in size. There are currently 2 buildings on the parcel; 1 office building on the south east corner of the property, and a 3 car

Page 1 of 6

P:\PD\EA_'C\C-317-00212.055 Sandco\2017-04-MOTI Conventional Subdivision\APC

garage on the north side of the property. The garage utilizes Sandner Road for access while the office building utilizes Park Road (see Subject Property Map).

To the north of the property is Sandner road with privately owned lakefront residences. To the west there is Benniger Road with privately owned residences. To the south there is Park Road, as well as privately owned residences, to the east is Christina Creek, near its meeting point with Christina Lake.

Sandner Road currently has an 11m right of way width and comes to an end before Christina Creek. Historically, Sandner Road had ended at the edge of Christina Creek, and at one point a bridge crossed at this location. Over time development had encroached upon the road allowance, and fill had been added to the creek creating additional lands. The road width was narrowed to accommodate building encroachment, and the additional grounds created by adding fill into the creek bed was consolidated with the subject parcel by the property owner.

The alignment of the orthophotos and parcel lines may not be accurate, a request for more information regarding buildings and setbacks from property lines has been sent to the applicant and MoTI.

This parcel was previously home to a sawmill (Sandner Brothers Lumber Company) from 1936 to 1984. The commercial building on the south east corner of the subject property was an office building for the sawmill operation. An environmental review of the property may be required for this subdivision application by MoTI.

These parcels are within Electoral Area 'C'/ Christina Lake and is subject to the Electoral Area 'C' / Christina Lake Official Community Plan (Bylaw No. 1250) and Zoning Bylaw (Bylaw No. 1300). There are also interests on title regarding right of way for an electric utility (SRW Plan KAP56688), right of way for a water utility (SRW Plan KAP56687), and a safe building elevation and setbacks for development from Christina Creek *(see, Subject Property Map)*.

Within the Official Community Plan these properties are within the residential land use designation, and a portion of the south east corner of 24 Park Road is within the Parks and Recreation land use designation. The subject property is within the Christina Waterworks District; the utility is now owned by the Regional District of Kootenay Boundary and known as the RDKB Christina Lake Water Utility. This parcel is not within a Development Permit area. This proposed subdivision was referred to the Environmental Services Department which operates the water system and confirmation regarding the water connections was received.

Within the Zoning Bylaw these parcels are zoned Single Family Residential 1 (R1). The existing commercial building was constructed prior to the adoption of the first zoning bylaw for Christina Lake in 1978 so it may be considered legal non-conforming.

Page 2 of 6

P:\PD\EA_'C'\C-317-00212.055 Sandco\2017-04-MOTI Conventional Subdivision\APC

PROPOSAL

The proposed conventional subdivision will create a new boundary for 47 Sandner Road. The proposed subdivision will also separate the existing office building into its own separate parcel.

The Bare Land Strata subdivision application is based off of the conventional subdivision application which will take the residual from the conventional subdivision to create 9 residential parcels with a common area adjacent to Christina Creek. This is the subject of a separate report.

(see, Subject Property Map, and Applicants' Submission).

IMPLICATIONS

The proposed subdivision has concerns regarding encroachment for the garage utilized by the residence on 47 Sandner Road by potentially placing it within 2 parcels. Agents for the applicant are aware of this concern, and have stated that the owner intends to keep the garage intact. An amendment to this subdivision plan is likely required to address this issue.

The new parcel size for 47 Sandner Road is 0.117 hectares, which is below the 0.2 hectare minimum size required by the Zoning Bylaw, however, this can be classified as a parcel line adjustment and section 306.7 of the Zoning Bylaw will apply allowing the amended parcel to remain below 0.2 hectares.

The proposed parcel for the intended office building is not-compliant with the land use specified within the Official Community Plan, which specified the land use as park space or recreational, and residential; not for a commercial enterprise. Section 2.7.3.4 of the Official Community Plan also protects this portion of land from development for a footbridge landing location.

Office buildings, or any commercial uses are not permitted within the Single Family Residential Zone either, and are not the intent of the Residential Land Use area within the Official Community Plan. However, this building was constructed as part of the sawmill that was on the property from 1936 to 1984 and may be considered a legal non-conforming structure. The proposed parcel size is 0.21 hectares which is over the minimum size requirement of 0.2 hectares when a parcel is connected to a community water system, as per the Zoning Bylaw.

As the site was previously used for a sawmill, section 2.6.3.7 of the Official Community Plan encourages all land that was used for industrial purposes to require remediation of land once the use ceases. It is unknown what remediation has been done to this property after the mill was closed.

Setbacks from the existing buildings to the proposed subdivision parcel lines has not been included with the application. A confirmation of setbacks has been requested by the Planning Department to MoTI and the applicant.

Page 3 of 6

P:\PD\EA_'C'\C-317-00212.055 Sandco\2017-04-MOTI Conventional Subdivision\APC

Access to the existing structures is already established, and a new access to the residual parcel would need to be addressed by MoTI if the subdivision is approved, However, they may defer this to the Bare Land Strata subdivision application.

A new connection to the Christina Waterline, and other utilities will be required with this subdivision. Confirmation from Environmental Services has been received that there is capacity for this connection.

A covenant is on title for this property regarding safe build elevations and setbacks from Christina Creek. No elevation data was submitted with this application. A request for more information regarding elevations and setbacks from Christina Creek has been sent to MoTI and the applicant by the Planning Department. This would be important for any new buildings as they would have to meet the requirements of the Floodplain bylaw.

Septic locations for the existing residence and office building have not been included in the application. MoTI and Interior Health will determine if the proposed boundaries will be compliant with those specific regulations.

There is no parkland dedication requirement with this proposed subdivision. However, The Official Community Plan does specify an area within the proposed parcel for the office building is designated in the land use plan as park space. Within this area is the previous road bridge that connected Kimura Road on the east side of Christina Creek to Christina Road on the west. This bridge was removed in the 80's and has been the preferred location for a pedestrian footbridge for the Christina Lake Community since then. This area is specifically noted to be protected from development within the Official Community Pan to preserve the land for bridge landing. Preliminary plans for a potential foot bridge to allow pedestrians safe access across Christina Creek have been created and submitted as part of an application for funding for bridge construction. Parkland dedication is a requirement for the Bare Land Strata subdivision application which is concurrent to this application.

A Development Permit is not required for this subdivision.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C' / Christina Lake Advisory Planning Commission supported the subdivision proposal on the following conditions:

- That Sandner Road be extended to the edge of Christina Creek.
- That the portion of DL 498 that was consolidated into the subject parcel in 2005 and designated as park within the Official Community Plan have a Statutory Right of Way registered on title to protect pedestrian access through the parcel and allow for a landing area for a pedestrian bridge.
- That the issues of encroachment of the 3 car garage are resolved.

PLANNING COMMENTS

Road ends with access to water, and pedestrian connectivity are both objectives of the Official Community Plan. One potential option for this is to extend Sandner Road to the

Page 4 of 6

P:\PD\EA_'C\C-317-00212.055 Sandco\2017-04-MOTI Conventional Subdivision\APC

end of Christina Creek and request a Statutory Right of Way be placed on a portion of the subject property that is designated as parkland in the Official Community Plan. These requests must be approved by the Approving Officer in MoTI.

Under normal practice, Sandner Road can be extended as per the *Land Title Act*. 75(1)(c) of the *Land Title Act* requires that roads be extended to water to provide public access to waterbodies 20m wide to the body of water at distances no greater than 200m in urban areas. This is to be requested as part of the conventional subdivision. Section 76 of the act gives the applicant the ability to apply for relief of this obligation. It is unknown if the applicant has applied for relief.

The Land Title Act defines highway to include walkways, trails, bridges, and any other public way. Section 85 of the Land Title Act says a subdivision can be refused if it is against the public interest. Statutory Right of Way would secure the bridge landing location.

The Official Community Plan also supports the extension of road ends and pedestrian access.

- 2.7.3 of the *Area 'C' / Christina Lake Official Community Plan Bylaw no. 1250* specifically sets out policies regarding park space, some of these have been listed below for reference, specifically.
- 2.7.3.2 In order to help meet the community's long term park needs, the Regional District will consider establishing a community parks service and requiring the dedication of land or cash in lieu of park land as a condition of subdivision...
 - b) Neighbourhood Parks providing safe areas for quiet recreational activities serving the needs of residents in that particular area (e.g. children's playgrounds and walking paths) ...
 - d) Road End Parks intended to provide access to the Lake for the use

Trails are also mentioned in the transportation section 2.8 of the Official Community Plan. Policies specifically mentioned relevant to this include:

- 2.8.3.5 The Regional District is prepared to actively participate in the preparation of management plans for pedestrian walkways, trails and railway grades should such opportunities arise.
- 2.8.3.9 Support the development and maintenance of trails for active transportation...

There are several other supporting goals, objectives and policies within the Official Community Plan.

Agents for the applicant have been contacted for further discussion regarding parkland requirements for the bare land subdivision application. To date there has been no consensus on dedication. Agents for the applicant are opposed to a road extension, or any land dedication on the subject parcel and prefer cash-in-lieu. A verbal offer was proposed during the APC meeting to offer space for a bridge landing that had been identified as noted above as parkland instead of utilizing a statutory right of way,

Page 5 of 6

P:\PD\EA_'C'\C-317-00212.055 Sandco\2017-04-MOTI Conventional Subdivision\APC

however, this has not been confirmed in writing since then. Within the Conventional Subdivision referral, it is possible to request a Statutory Right of Way on the affected parcel for pedestrian access as per the Land Title Act stated previously. There is also case law that can be used to support this request. This would be approved and implemented at the discretion of the approving officer for the MoTI.

RECOMMENDATION

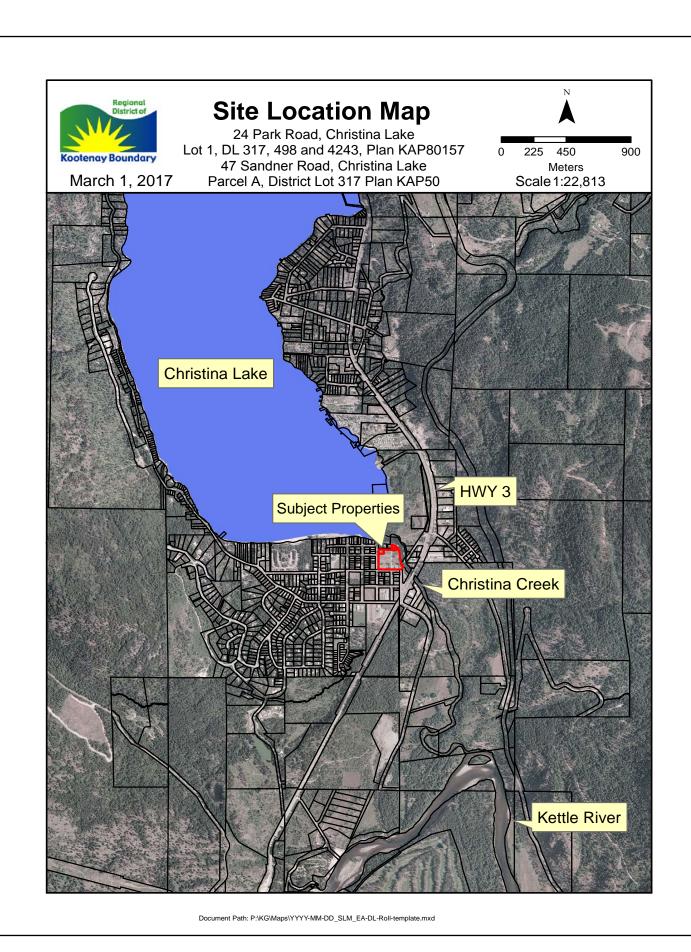
That the staff report regarding the referral from the Ministry of Transportation and Infrastructure for a conventional subdivision on 24 Park Road, Christina Lake (Lot 1, District Lots 317, and 498, 4243, Plan KAP80157) and 47 Sandner Road, Christina Lake (Parcel A (being a consolidation of lots 45 and 6 LB378272), District Lot 317 Plan KAP 50), Electoral Area 'C'/Christina Lake, be received.

And FURTHER that the Board of Directors direct staff to work with MoTI regarding the establishment of a Statutory Right of Way to secure a footbridge landing on the portion of the subject parcel as noted within the Official Community Plan.

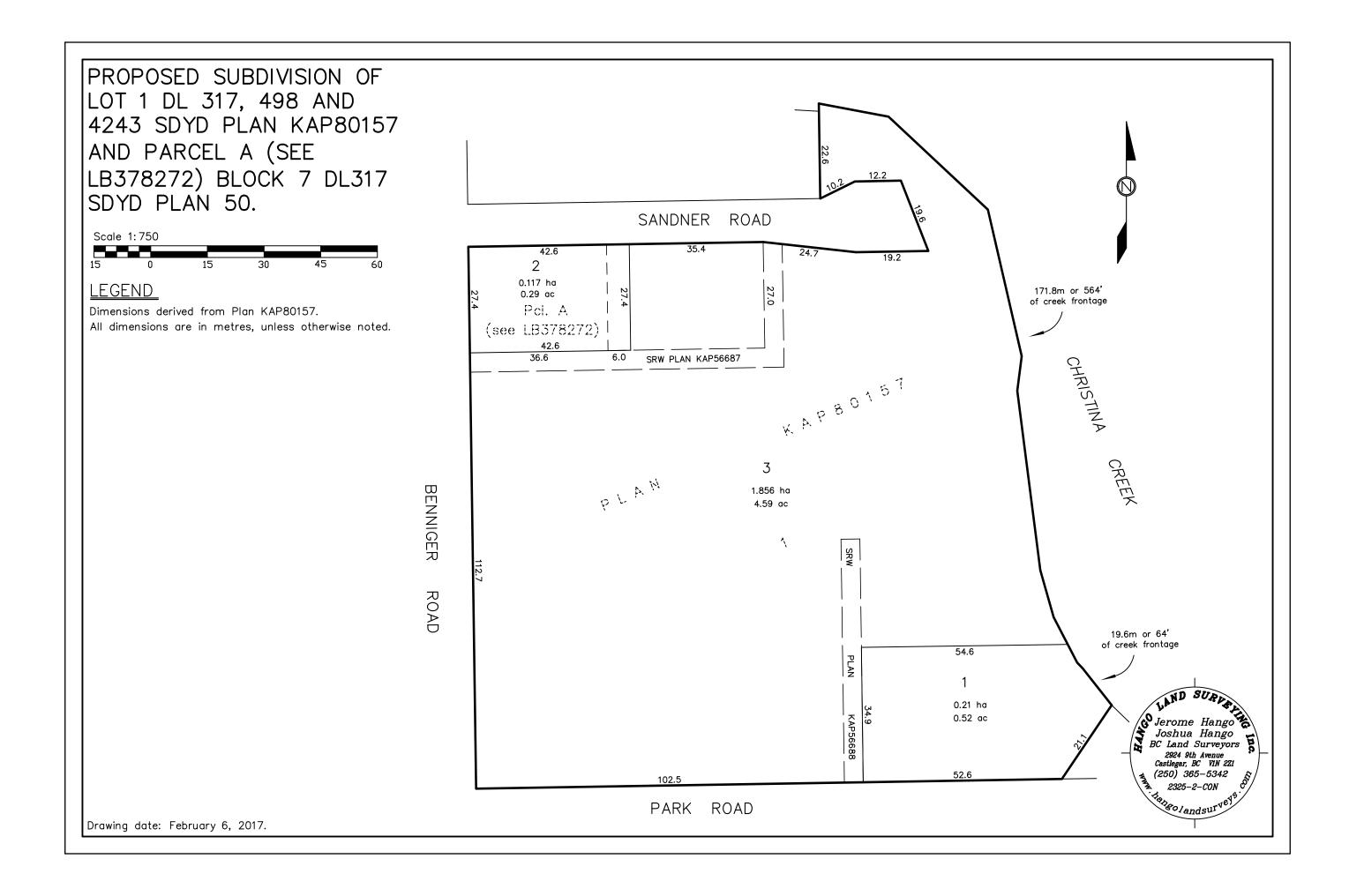
ATTACHMENTS

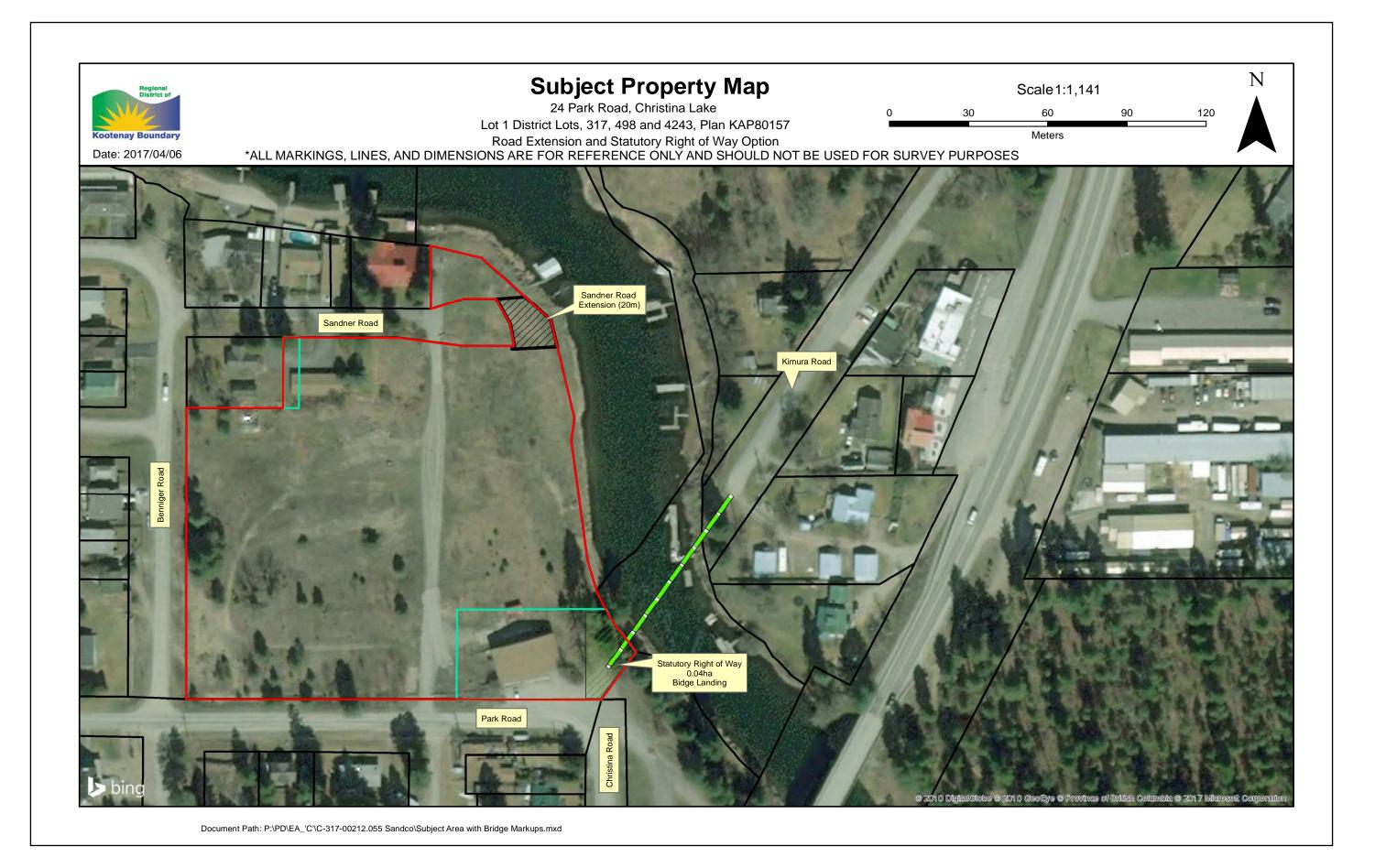
Site Location Map Subject Property Map Applicants' Submission Potential Road extension and Statutory Right of Way

Page 6 of 6











Electoral Area Services Committee Staff Report

Prepared for meeting of April 2017

Bare Land Strata S	ubdivision Referra Infrastru	•	ransportation and
Owner(s):			File No:
0980131 BC LTD			E-4247-07914.000
Location:			_
40 High Forest Crescent	t, Big White		
Legal Description:			Area:
Block A, District Lot 424	7, Land District 54		10.5 acres (4.3 hectares)
OCP Designation:	Zoning:	ALR status:	DP Area:
Medium Density Residential	Chalet Residential 3 (R3)	No	Commercial and Multi Family
			2. Alpine Sensitive Landscape Reclamation Development Permit areas
Prepared by: Ken Gob	eil, Planner		

ISSUE INTRODUCTION

The Regional District has received a referral from the Ministry of Transportation and Infrastructure (MoTI) for a proposed bare land strata subdivision of 40 High Forest Crescent, at Big White, Electoral Area 'E'/ West Boundary. This application includes proposed sites for detached single family dwellings and duplexes. This application is the first of 4 proposed phases for subdivision (see Site Location Map; Subject Property Map; Applicants' Submission).

Comments from the APC will be forwarded to the Electoral Area Services Committee for consideration at their April 2017 meeting.

BACKGROUND INFORMATION

The subject property is 4.3 hectares (10.5 acres) in size. There is currently one residence on the south west corner of the parcel *(see Site Location Map; Subject Property Map; Applicants' Submission)*. There are 2 creeks that run through the

Page 1 of 6

proposed phase 1 area and a portion of a skier easement (Plan KAP81903) which runs through the entire property.

The subject property is within the 'Chalet Residential 3' (R3) Zone in the Big White Zoning Bylaw No. 1166. Permitted uses within this zone include Single Family Dwellings, 2 Family Dwellings, and Pensions.

Within the Big White Official Community Plan, Bylaw No. 1125, the subject parcel is designated as 'Medium Density Residential'. The density goals for residential development in this designation are a maximum of 60 units per hectare, and a maximum floor area ratio (the gross floor area of the building(s) on a property divided by the total area of the property) of 0.8. The subject parcel is also within the Commercial and Multi Family and Alpine Sensitive Landscape Reclamation Development Permit areas.

Grizzly Ridge and The Forest subdivisions are both east of the subject parcel. These subdivisions are within the Medium Density 4 (R4) Zone. Grizzly Ridge share the same land use designations and, are also in the same Development Permit Areas as the subject property as noted within the Official Community Plan.

North of the subject property is unsurveyed Crown Lands that are designated as 'Powder Future Growth Area' in the Official Community Plan. To the south of the subject property is Big White Road and more unsurveyed Crown Lands and is designated as 'Lower Snow Pines Future Growth Area' within the Official Community Plan.

History

In the late summer of 2005 the RDKB was approached regarding development of an unsurveyed portion of Crown land adjacent to District Lot 4213. The intent at the time was to create a subdivision as an extension of the Forest; a strata development directly east of the subject property. The proposed development planned to utilize the existing common access road, Forest Road, for access through the Forest subdivision.

After that initial meeting District Lot 4247 was created, and RDKB staff drafted bylaw amendments to the Official Community Plan and Zoning Bylaw. Bylaw 1289 amended the Official Community to include the subject parcel within the 'Medium Density Residential' land use designation. This bylaw also incorporated the subject property into the 'Commercial and Multiple Family Development Permit Area' and into the 'Alpine Environmentally Sensitive Landscape Reclamation Development Permit Area'. Bylaw 1290 amended the zoning bylaw to incorporate the subject property into the 'Medium Density Residential 4' zone, eventually the parcel was zoned 'Chalet Residential'.

This High Forest subdivision intended for lots to be developed with duplex style housing, with a central lot to be used as a club house for amenities available for its residents. This proposal was supported but the RDKB and had been granted preliminary layout approval by the MoTI on June 8, 2006. The plan of this subdivision is included below for reference.

Page 2 of 6

In August 2006 Development Permit 312-06D was issued on the subject parcel for the area described as lot 34 of the proposed subdivision for an amenity building. This building was intended to contain a pool, spa, and clubhouse for the residents of the Forest and High Forest strata developments. This development was never initiated and is no longer valid.

In 2007 this preliminary approval was requested and granted an extension. The application was due to conditions in the local housing markets and economy.

In 2007 Development Permit '0347-07D' was issued for a duplex to be constructed to serve as a show home in the new development. The location of which is lot 9 of the preliminary subdivision plan, and within Phase 2 of the 2017 subdivision application (see, Site Location Map; Subject Property Map; 2006 Subdivision Plan; Applicants' Submission).

In early 2008 the developer had applied for an amendment to the zoning bylaw to decrease the parcel size requirements and decrease the maximum parcel coverage within their residential zoning designation. The intent of this bylaw amendment was to ensure lots within the High Forest could be subdivided once duplex houses were built. Provisions were also added to the proposed bylaw to increase parcel width to ensure that covered parking provisions could be achieved within the potential smaller parcels. This bylaw was approved in March 2008.

In the summer of 2008 the developer applied for another extension to the preliminary layout approval, citing the local housing economy. Over this time, the conditions listed within the preliminary subdivision layout approval were never met, no further extensions were applied for and the approval expired.

In 2016 discussions began with the owner and the RDKB about phasing the subdivision. In early 2017 drafts of a new subdivision proposal were submitted to the RDKB for staff comment showing a new proposed layout and requesting clarification regarding setbacks, An Official application was also submitted to the MoTI. In March 2017 a subdivision referral package had been submitted to the RDKB from the MoTI. (see Site Location Map; Subject Property Map; Applicants' Submission).

PROPOSAL

The proposed Bare Land Strata subdivision will create 13 strata lots within phase 1 of potentially 4. The current proposal for all 4 phases includes 38 parcels. The subdivision proposal will utilize the same transportation network as the previous subdivision application. The intent of the subdivision is to create strata lots for residential development.

This application differs from the subdivision proposed in 2006 largely due to the fact that only a small portion of the parcels are proposed for duplex construction and further subdivision in this application.

Page 3 of 6

This report only focuses on the 13 Strata Lots proposed in Phase 1. The other phases noted are for reference only. Conditions of this subdivision and/or other circumstances may have effects on future plans and affect the other phases. (see, Subject Property Map, and Applicants' Submission).

IMPLICATIONS

The subject parcel, and all properties within Big White are serviced by the Big White Water, Sewer, and Gas Utility Service. It is the requirement of the applicant to establish utility connections. Transportation and access to parcels are the responsibility of MoTI and the applicant.

While each parcel will have sufficient room for a residence, proposed parcels SL1, SL6, SL7, and SL13 buildable areas are greatly reduced by the 15m setback required as part of the RDKB Floodplain Bylaw No. 677 (See, Applicants' Submission).

Official Community Plan

Subdivisions are not included in the Commercial Multiple Family Development Permit requirements or the Alpine Environmentally Sensitive Landscape Reclamation Development Permit requirements as noted in the Official Community Plan; therefore, a Development Permit is not required for this subdivision application.

An interest is on title for this property regarding skier access. The plans submitted do indicate where the existing ski path is, however, pedestrian or ski access to each proposed parcel is not defined.

A parkland dedication will be required for this subdivision as per section 510 of *the Local Government Act*. As the parcel is 10.5 acres (4.3 hectares) the minimum amount of parkland required is approximately 0.5 acres (0.2 hectares). Within the Official Community Plan parkland requirements are recommended to be taken in the form of trails (linear parks) to establish links between neighborhoods and amenities. The Planning Department has communicated with the applicant regarding the parkland requirement.

The desired density for the Medium Density Residential Land Use Area is a maximum of 60 units per hectare. The subdivision as proposed will be well below this density. The surrounding subdivisions also well below this density objective. This subdivision proposal will be keeping with the character of the surrounding subdivisions and the previous subdivision plan that was given recommendation for approval by the RDKB and granted preliminary approval in 2006.

Zoning Bylaw

The existing residence is within the proposed phase 2 of the High Forest subdivision plan, and would be considered the residual of D.L. 4247 for the purposes of this subdivision. The existing residence is compliant with the Zoning Bylaw requirements and would continue to be compliant as a result of this subdivision.

Page 4 of 6

The proposed parcel sizes for Strata Lots range from approximately 320m² to 2,340m² (See *Applicants' Submission*). Within the Chalet Residential 3 Zone the minimum parcel size for a single family dwelling is 428m² and 510m² for all other permitted uses. As per *The Bare Land Strata Regulations*, when considering subdivision applications for a Bare Land Strata, the average size of proposed residential lots can be used instead of the applying the minimum parcel size requirements of the zoning bylaw to each proposed parcel. Taking this into consideration the proposed average parcel size is well above the minimum bylaw requirements.

Each proposed parcel is compliant with the frontage requirements (13m) for single family dwellings, however, frontage for 2 family dwellings, which is a permitted use, has a frontage requirement of 19m. Only 4 of the proposed parcels within this subdivision meet that requirement (see Site Location Map; Subject Property Map; Applicants' Submission).

Within the Chalet Residential 3 (R3) Zone there is no minimum front yard setback requirement when a parcel is connected to an access route when developed under bare land strata regulations. The applicants intend to utilize this provision of the Zoning Bylaw in order to provide the maximum amount of buildable area for each proposed parcel.

ADVISORY PLANNING COMMISSION COMMENTS

Concerns were raised regarding:

- the front yard proposed and potential for snow unloading from roofs onto the street.
- Very little to no area for snow storage for snow removal.
- There has been no update from the applicant or its agent regarding the parkland dedication or cash-in-lieu, or if it is intended to delay this until another phase.
- The APC would also like to know if the utilities will be underground.

The APC supported the subdivision proposal with the following conditions:

- 1. That adequate snow storage be addressed in the plan.
- 2. Where possible services should be underground.
- 3. Park should be part of each phase

PLANNING COMMENTS

Front yard setback requirements within a strata development can be amended in the Zoning Bylaw if instructed to do so.

Snow removal and snow storage will be a requirement of the individual lot owners and the strata. This may be addressed with the development of the individual lots in the development permit stage. If snow pile up becomes a problem this may become an ongoing regular operational expense for the strata.

Page 5 of 6

As per the Local Government Act, parkland dedication is required with each subdivision. Due to the properties location and features, the responsibility to maintain parkland, and potential liability, cash in lieu is the preferred option.

Utilities and services are not governed by the RDKB and their placement will be determined by the appropriate utility or service provider. A preference for underground may be a requirement by the utility service.

RECOMMENDATION

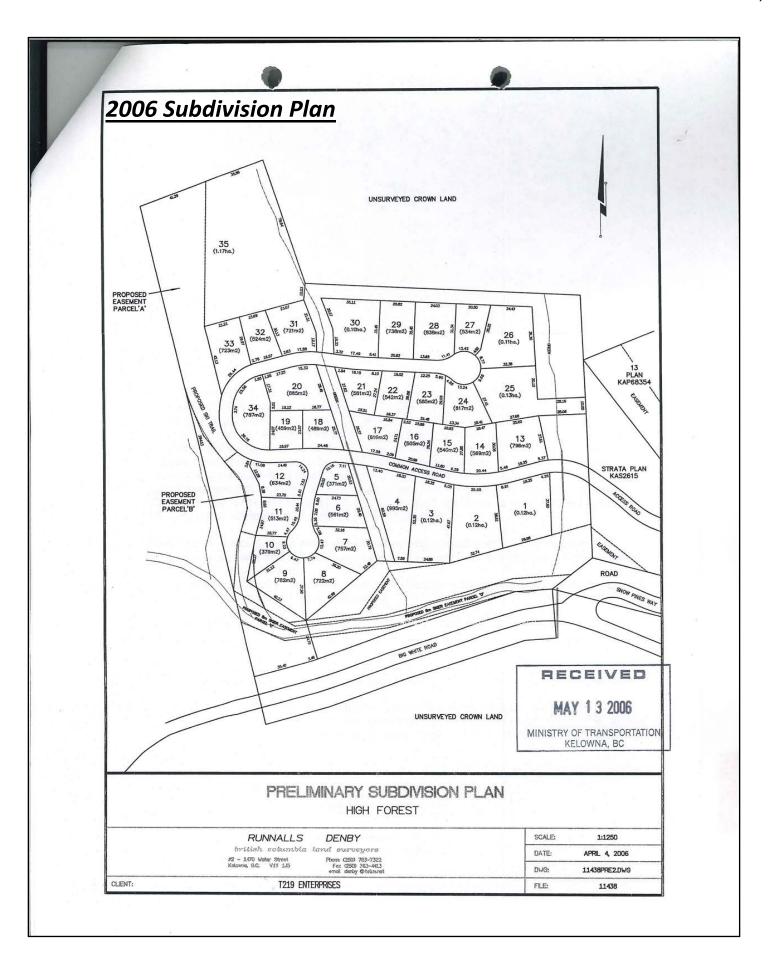
That the staff report regarding the referral from the Ministry of Transportation and Infrastructure for a bare land strata subdivision on 40 High Forest Crescent, Big White, Block A, District Lot 4247, Land District 54 Big White, Electoral Area 'E', be received.

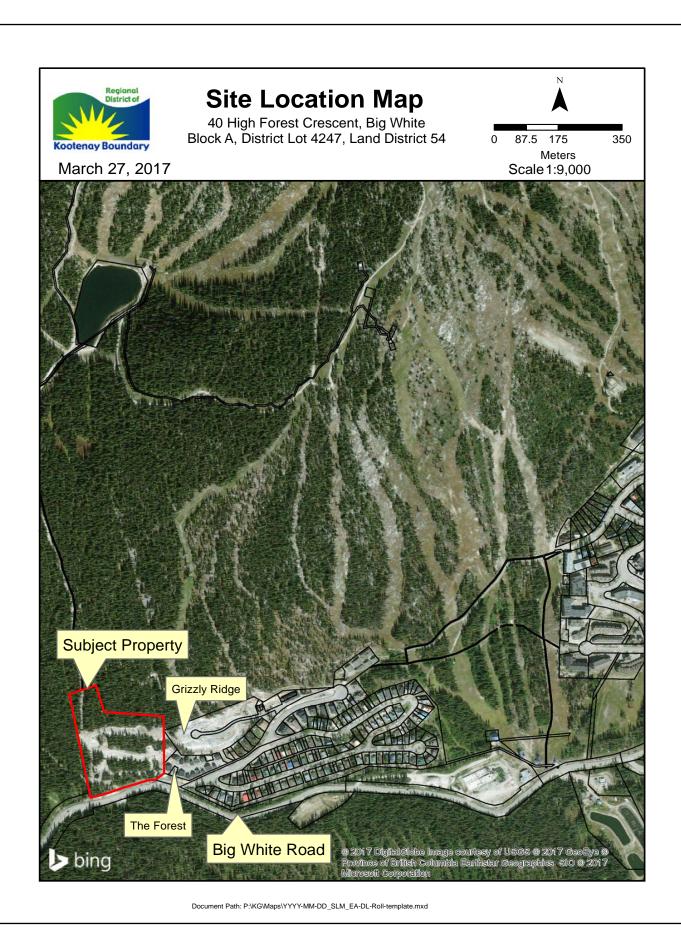
And FURTHER that the Board of Directors supports dedication of cash in lieu rather than park land to satisfy Section 510 (Requirement for provision of park land or payment for parks purposes).

ATTACHMENTS

2006 Subdivision Plan Site Location Map Subject Property Map Applicants' Submission

Page 6 of 6

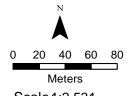






Subject Property Map

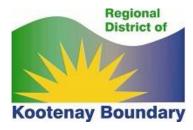
40 High Forest Crescent, Big White Block A, District Lot 4247, Land District 54





 $\label{lem:pocument} \mbox{Document Path: P:\KG\Maps\YYYY-MM-DD-SPM-EA-DL-RollNo_xxxTemplate.mxd} \\$

ITEM ATTACHMENT # m)



STAFF REPORT

Date: 11 Apr 2017 File ADMN Board General

To: Chair McGregor and

Members of the RDKB Board of Directors

From: Theresa Lenardon,

Manager of Corporate Administration

Re: May Board Meeting

Issue Introduction

A staff report from Theresa Lenardon, Manager of Corporate Administration regarding proposed changes to the date and location of the May 2017 Board meeting.

History/Background Factors

The Board of Directors officially adopted the 2017 RDKB meeting schedule last December 8, 2016.

The May Board meeting was arranged to be held on Thursday, May 25, 2017 in Trail. Since adoption of the schedule, arrangements have been made for a Board Development Session on that day (e.g. May 25th) at the Christina Lake Hall. This results in the date and location of the May Board meeting to be re-arranged to Wednesday, May 24, 2017 in the RDKB Grand Forks Board Room.

Pursuant to RDKB Procedure Bylaw No. 1534, 2013 Sections 5.1 (location) and 5.2 (date), the Board must adopt a resolution at a regular Board meeting authorizing changes to the meeting location and date if a meeting is to be held in a location and on a day that differs from the Board adopted schedule.

Implications

- Updating RDKB website and Board Room calendars
- There are no financial implications

Alternatives

- 1. Approve the proposed changes to the May Board meeting location and date
- 2. Do not approve

Recommendation(s) That the Regional District of Kootenay Boundary Board of Directors approves changing the location of the May 2017 Board meeting from Trail, BC to Grand Forks, BC. **FURTHER** that the Board also approves changing the date and time of the May 2017 Board meeting from 6:00 p.m., Thursday, May 25, 2017 to 4:30 p.m., Wednesday, May 24, 2017.



President Président

Clark Somerville Councillor Regional Municipality of Halton, ON

First Vice-President Première vice-présidente

Jenny Gerbasi Councillor City of Winnipeg, MB

Second Vice-President Deuxième vice-présidente

Sylvie Goneau Conseillère Ville de Gatineau, QC

Third Vice-President

Bill Karsten Councillor Halifax Regional Municipality, NS

Past President Président sortant

Raymond Louie Acting Mayor City of Vancouver, BC

Chief Executive Officer Chef de la direction

Brock Carlton Ottawa ON

24 rue Clarence Street, Ottawa, Ontario, K1N 5P3

T 613-241-5221 F 613-241-7440

www.fcm.ca

March 17, 2017

Dear Mayor and Members of Council,

For the past 20 years, FCM's Legal Defense Fund has been a critical tool in defending the national legal interests of Canada's municipalities. When a member calls on FCM to intervene in a court case of national importance, it's the Legal Defense Fund that makes this support possible. The Fund has been instrumental in setting important legal precedents on a number of issues that are of crucial importance to all municipalities. These include rights-of-way management, payments in lieu of taxes, environmental protection as well as the constitutional ability of municipalities to exercise their legislative powers.

After years of activity, FCM's Legal Defense Fund has been fully depleted. Now we need municipalities like the Regional District of Kootenay Boundary to help restore the long-term health of the Fund.

A robust Legal Defense Fund is more important than ever. As courts — particularly the Supreme Court — become more strict with regard to the number of intervening parties they will allow in any given case, FCM is consistently recognized as the sole municipal intervener in cases with national implications. That means the Fund is the most certain and cost-effective way of protecting municipal legal rights in bodies such as the Courts of Appeal (provincial and federal), the Supreme Court of Canada and administrative bodies like the CRTC. While the Fund is used specifically for costs incurred directly by FCM, its influence in setting national legal precedents benefits every municipality in Canada. A recapitalized Fund will enable FCM to continue its longstanding efforts to maintain adequate municipal control over local rights-of-way and to maximize cost-recovery — while also bringing the municipal voice to a broad range of legal issues. What's more, it will support a growing demand for FCM to seek out proactive legal opinions on emerging policy issues, such as marijuana legalization. This will help provide all municipalities with the best legal advice available at a fraction of the cost, while contributing to the development of a united municipal response on national issues.

FCM has established a long-term strategy to recapitalize the Legal Defense Fund annually — beginning with an immediate call for contributions to cover ongoing legal costs. While support is voluntary, we strongly encourage members to contribute. FCM's Board of Directors has established a set contribution formula of 2 cents per capita. Enclosed is a voluntary invoice that indicates the Regional District of Kootenay Boundary's proposed contribution for this year. This amount can be changed based on your budgetary situation. Starting next fall, municipalities will be invited to make an annual voluntary contribution to the long-term viability of the Fund as part of FCM's yearly membership drive.

All of us have a role to play in advancing the legal interests of Canada's municipalities. Thank you in advance for your immediate and ongoing support of the Legal Defense Fund. For more information, visit the membership page at fcm.ca or email info@fcm.ca.

Sincerely,

Clark Somerville FCM President

SINCE 1901 DEPUIS 1901





24, rue Clarence Street, Ottawa, Ontario, K1N 5P3

T. 613-241-5221 F. 613-241-7440

MacLean, John

Regional District of Kootenay Boundary

202-843 Rossland Avenue

Trail, British Columbia / Colombie-Britannique V1R 4S8

REGIONAL DISTRICT OF Project / Facture KOOTENAY BOUNDARY

MAR 2 4 2017

DOC # REF. TO: ME/JM

Invoice / Facture: ORD-04631-K7D2W2

DATE: 03/01/2017

ACCOUNT/COMPTE: 236

DUE DATE/DATE 04/01/2017 LIMITE:

ITEM/DESCRIPTION	QTY/QTE	RATE/TAUX	TAX/TAXE	TOTAL
Legal Defense Fund/Fonds de défense juridique	31,138.00000	\$0.0230	\$35.81	\$751.98
		CCT/TDC/EO/		+25.04

GST/TPS (5%):

\$35.81

TOTAL:

\$751.98

PAYMENT/PAIEMENT

By cheque payable to:

Federation of Canadian Municipalities

Par chèque à l'ordre de:

By Electronic Funds Transfer/Par transfert électronique de fonds

Royal Bank of Canada (RBC)

90 Sparks St, Ottawa, ON K1P 5T7

Transit Number/Numéro de transit: 00006 Account Number/Numéro de compte: 1006603

Fédération canadienne des municipalités

24, rue Clarence Street

accounts receivable @fcm.ca/comptes recevables @fcm.ca

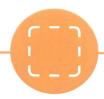
Ottawa, Ontario K1N 5P3

HST # / No. de TVH: 11891 3938 RT0001 QST # / No. de TVQ: 1202728231DQ0001

Ref No. / No. de 236 référence :

FCM's Legal Defense Fund

A TRACK RECORD OF SUCCESS



CONSTITUTIONAL JURISDICTION OF MUNICIPALITIES

The 2001 decision by the Supreme Court of Canada in the Spraytech v. Hudson case, in which FCM intervened on behalf of the municipal sector, ushered in a new approach to how courts should interpret the legislative authority of municipal councils. In that case, the Supreme Court indicated that courts should show deference to the choices made by local elected officials, in this case the Town of Hudson, Quebec. The Court also indicated that municipal legislative authority should be interpreted broadly and that local rules could coexist with federal regulations. Since then, FCM has continued to play an active role, as intervener, in a number of cases where the basic ability of municipalities to use their legislative powers has been at stake. Recent examples include Rogers v. Châteauguay, Windsor v. Canadian Transit Company (both heard by the Supreme Court in 2016) and Hamilton v. Canada Post (Court of Appeal for Ontario in 2016).



RIGHTS-OF-WAY MANAGEMENT

The deregulation of the telecommunications sector in 1993 completely changed the ROW environment overnight. A number of new, commercially aggressive providers sought quick access to municipal ROWs to deploy their networks. Through its Technical Committee on ROWs (some 40 legal and technical experts from across the country), FCM has coordinated the municipal sector's response for 25 years: development of best practices, information sharing and active participation in a number of legal cases. FCM was the Appellant to the Federal Court of Appeal in the landmark Ledcor case that established the principle that municipalities have the right to recover all incremental costs related to telecommunications activity on their land. FCM also intervened in early cases such as the Edmonton LRT tunnels as well as recent precedent-setting cases: next-generation access agreements (CRTC decision in Hamilton v. Bell), the applicability of general ROW bylaws to federal undertakings (Court of Appeal for Ontario in Hamilton v. Canada Post) and the use of bylaws to grant "consent" under the Telecommunications Act (brought by Calgary and currently before the CRTC).



WHAT MUNICIPAL LEADERS ARE SAYING ABOUT THE LEGAL DEFENSE FUND:

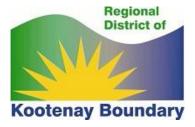
"The FCM Legal Defense Fund has played a critical role in advancing municipalities' constitutional and legal interests. In 2012, FCM defended the sector's interests in our city's payments in lieu dispute before the Supreme Court of Canada with the federal government regarding the valuation of Halifax's Citadel Hill. After a successful Supreme Court decision, this case was successfully resolved in 2016. The Fund remains a key tool for bringing the national voice to legal disputes and in defending the municipal sector's collective interests."

Mayor Mike Savage, City of Halifax, Nova Scotia "Defending municipal jurisdiction in court is a tall task for municipalities to bear on their own – especially for smaller municipalities. That's why FCM's Legal Defense Fund is such a critical tool. A well-supported Fund is key to defending the legal interests of municipalities of all sizes. FCM is consistently recognized by the courts as the sole national representative of our sector in cases of national importance. We need to continue to support the Fund to ensure that FCM is able to intervene in precedent-setting cases that impact each and every one of us."

Councillor Lorne Olsvik, Lac Ste. Anne County, Alberta

To learn more, visit the membership page at fcm.ca.

FEDERATION FEDERATION OF CANADIAN CANADIENDE DE MUNICIPALITIES MUNICIPALITES



STAFF REPORT

Date: 11 Apr 2017 **File**

To: Chair McGregor and Board of

Directors

From: Mark Andison, General Manager of

Operations / Deputy CAO
Building Bylaw Contravention

Issue Introduction

Re:

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

History/Background Factors

The Building Official confirmed that there have been no changes concerning the above referenced property. The owners, Donald and Bernice Cook, have constructed a single family dwelling at the above referenced property for which no final inspection or granted occupancy has been issued.

Implications

The filing of a Notice on Title against the above mentioned property pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or Building Bylaw.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Staff Report dated February 8, 2017 submitted to the Board regarding the building bylaw contravention;
- Letter dated March 28, 2017 inviting the Owners to the April 20, 2017 Board Meeting.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that that Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

 That the Regional District of Kootenay Boundary Board of Directors direct the Chief Administration Officer to file a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Strata Lot 129, D.L. 100S, SDYD, Strata Plan KAS1840.



STAFF REPORT

Date: 08 Feb 2017 **File**

To: Chair McGregor and Board of

Directors

From: Mark Andison, General Manager of

Operations / Deputy CAO
Building Bylaw Contravention

Issue Introduction

Re:

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

History/Background Factors

The owners, Donald and Bernice Cook, have constructed a single family dwelling on the above referenced property for which no final inspection or granted occupancy has been issued.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties of the Owner

10.10 Where a building permit has been issued for a single family residence, the owner may apply for a permit to occupy the building prior to completion of construction, which permit may be withheld until the building or part thereof complies with this Bylaw and with the health and safety requirements of the Bylaws of the authority having jurisdiction or the provisions of any Provincial or Federal statutes.

Implications

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by Filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws. The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- · History/Background Factors;
- Registered letter dated October 28, 2016;
- Registered letter dated July 15, 2016;
- Building Permit 06-0755E.

Alternatives

1. Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

 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.



STAFF REPORT ATTACHMENT

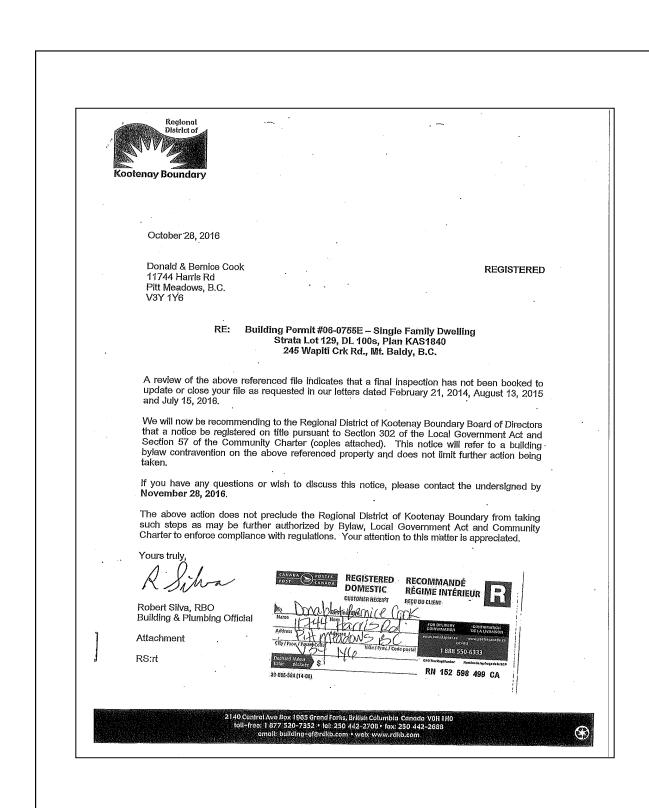
Date:	February 8, 2017	File:
То:	Chair McGregor and Board of Directo	rs
From:	Mark Andison, General Manager of O	perations / Deputy CAO
RE:	BUILDING BYLAW CONTRAVENTION	
	245 WAPITI CREEK ROAD, MT. BALD	•
	PARCEL IDENTIFIER: 023-635-126	AKT
	STRATA LOT 129, D.L. 100S, SDYD, S	
	OWNERS: DONALD AND BERNICE CO	OK

History/Background Factors

The owners, Donald and Bernice Cook, have constructed a single family dwelling on the above referenced property for which no final inspection or granted occupancy has been issued.

July 24, 2006	Application and documentation received to construct a single family dwelling;
July 25, 2006	Building permit 06-0755E issued to construct a single family dwelling;
Aug. 8, 2006	Footing inspection conducted;
Aug. 22, 2006	Underslab plumbing inspection conducted;
Nov. 10, 2006	Above grade plumbing and framing inspections conducted;
Dec. 15, 2006	Insulation and vapour barrier inspection conducted;
June 26, 2006	Final inspection conducted and 3-month temporary occupancy granted;
Feb. 21, 2014	Letter to owners requesting a response by March 21, 2014;
Aug. 13, 2015	Letter to owners requesting a response by September 14, 2015;
Aug. 25, 2015	Telephone call from owner stating project near completion;
Nov. 2, 2015	Email sent to owners requesting update on project;
Nov. 2, 2015	Response email from owners stating project will hopefully be complete in 30 days;
Dec. 21, 2015	Email sent to owners requesting update on project;
July 15, 2016	First registered letter to owners requesting a response by August 16, 2016;
July 21, 2016	Canada Post confirmation that the letter was successfully delivered;
Oct. 27, 2016	Site inspection conducted noting deck railing still not completed;
Oct. 28, 2016	Second registered letter to owners requesting a response by November 28, 2016;
Nov. 8, 2016	Canada Post confirmation that the letter was successfully delivered;
Dec. 7, 2016	Telephone call to owner advising recommendation of Notice on Title;

Feb. 8, 2017	To date, we have had no further contact from the owners.	





July 15, 2016

REGISTERED

Donald & Bernice Cook 11744 Harris Rd. Pitt Meadows, B.C. V3Y 1Y6

RE: Building Permit #06-0755E – Construct Single Family Dwelling
245 Wapiti Creek Rd., Mount Baldy, B.C.
Strata Lot 129, DL 100s, Strata Plan KAS1840

A recent review was carried out on the above mentioned building permit file which indicates that an inspection has not been carried out since June 26, 2007.

As required by the Regional District of Kootenay Boundary Bullding Bylaw No. 449,

Section 12.1 Every owner shall:

- (h) give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:
 - (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or a portion of the building.

It is required that an Occupancy Permit be obtained prior to moving into a building. An Occupancy Permit may be issued if all building code requirements have been met.

Please contact our Building Department at 1-877-520-7352 by <u>August 16, 2016</u> and make arrangements to update or close your file. Thank you.

Respectfully,

REGISTERED DOMESTIC
COUNTINEM RECEIPT
TO DOMESTIC COUNTINEM RECEIPT
None Domestic Countinem Re

Robert Silva, RBO Building & Plumbing Official

RS:rt Attachment

Mark Andison, MCIP, RPP, General Manager, Operations/Deputy CAO

2140 Central Ave Box 1965 Grand Forks, British Columbia Canada YOH 1H0
foll-free: 1.877 520-7352 • tel: 250 442-2708 • fax: 250 442-2688
email: building-gf@rdkb.com • web: www.rdkb.com

			TIMES OFFER	VD FORKS		(Cases		Ø002/003
		u.							
2000						No.	06-0755I	G	
			inser	CTION CAL		50) 442	700 or 1587755	0.77.27	
1	DATE PERMIT Jul 25, 06	R	egional	l Distri	ct o	f Koc	tenay Bo	oundary	
L		2140	BUILDING I Central Avo.,	INSPECTION Box 1965, Gr			OH 1H0		
	Par	RMIT TO CONSTR OR PEMOL	UCT, ERECT, I ISH, A BUILDII	INSTALL, ALT NG, STRUCTL	TER, AD	D TO, REI	PAIR, MOVE,		
	DON COOK		uponess: PI	IT MEADOW	/S, B.C.	•	TELEPHONE:		
	-co-internation	SINGLE FAMIL	DWELLING	3	CHUWANNAM P				
	120	TJ CRK RD		1	1008	1	FOLIO: 713	01400.640	
	OWNER: DON COOK	RAN	ODRESS:	DiL	7000	PLAN:	KAS1840	ro:	and '
	CONTRACTOR:		ADDRESS;	-			TELEPHONE:	##ISANAWe#NAWCHAMTHINY N	
	ALL WORK TO CONFORM TO THE IS BUILDING PERMIT RESTRUCTIONS E BININIMUM SUTUACKS: FROM & FX SEE NOTES ON PLANS. MECHANICAL VENTILATION CHICO STAMPER PROGREERED TRUSS DESI CALL FOR ALL INSTRUCTION (SEE N. STAMPER PROGREERED TRUSS DESI STAMPER PROGREERED TO SEE N. STAMPER PROGREERED TO SEE N. STAMPER PROGREERED TO SEE N. STAMPER PROGREERED TO SEE N. STAMPER PROGREERED TO SEE N. PERSONNEL.	ICLEST "A" TO BE SUI IGNS AND LAYOUT I TAGES LISTED BELC GOVERNMENT ACT OOF OF LEGAL DIST	ODE AND ALL RE PERMIT. BOR SIDE & REA BIMITTED PRIOR OR 165 TSP GROE DAY. FORMS PART OF	ELEVANT AREA IR 1.5M, PROPEI TO THE FRAMI UND SNOW LOA IP THIS PERMIY, NSTRUCTION W.	ng inspe d to he : aste is e	ECTION. RUBNITTEI REQUIRED.	PRIOR TO FRAMIN	CE RECOVERY	
	MECHANICAL VENTILATION CHECK	998 I.C. HIJLDING C FORM PART OF THIS TERROR STOY, INTE! ICLIST "A" TO HE SU IGNS AND LAYOUT I TAGES LISTED BELC GOYERNAMENT ACT GOYERNAMENT ACT OOF OF LEGAL DIST	ODE AND ALL RE PERMIT. BOR SIDE & REA BIMITTED PRIOR OR 165 TSP GROE DAY. FORMS PART OF	ELEVANT AREA IR 1.5M, PROPEI TO THE FRAMI UND SNOW LOA IP THIS PERMIY, NSTRUCTION W.	ng inspe d to he : aste is e	ECTION. RUBNITTEI REQUIRED.	PRIOR TO FRAMIN	CE RECOVERY	
	MECHANICAL VENTILATION CHICA STAMPER ENGINEERED TRUSS DESI CALL FOR ALL INSTECTIONS (SEE & SECTION 199 LETTER FROM LOCAL PRIOR TO OCCUPANCY PERMIT, PR	998 I.C. HIJLDING C FORM PART OF THIS TERROR STOY, INTE! ICLIST "A" TO HE SU IGNS AND LAYOUT I TAGES LISTED BELC GOYERNAMENT ACT GOYERNAMENT ACT OOF OF LEGAL DIST	ODE AND ALL RE PERMIT, OOR EDDE & REA MITTED PRIOR OR 166 TSP GIGO NN), FOLMS PART OJ ONITION OF COM MUST BE SUBMIT RED PROVESSION TALLATION* PO	ELEVANT AREA IR 1.5M, PROPEI TO THE FRAMI UND SNOW LOA IP THIS PERMIY, NSTRUCTION W.	NG INSPED TO BE ASTE IS USING OFFI IN CONS.	ECTION. RUBAITTEI REQUIRED. ICIAL DA D TRUCTION	O PRIOR TO PRAMIN CONTACT RESOURA ATE OF INSPECTION PRIOR TO OCCUPAN	CY.	
	MEGTANICAL PUPILLATION CHICA STAMPER REGISTERER PILES BESI CALL FOR ALL INSTECTIONS (SEE S. SÉCTION SIP LITTER REGION LOCAL PRIOR TO OCCUPANCY PERMIT, PA PERSONNEL. ALL FIELD REPORTS IN PROSISTER SCHIEDLE COUNTY IN PROSISTER SUBMIT COMPLETED *CENTRICAT	98 I.C. HULDING C PORM PART OF THIS TERRUR SIDE, HITEL HALST "A " TO BE SU GONE AND LAYOUT IN TAGES LISTED GOVERNMENT ACT OOV OF LEGAL DIST TO PROFESSIONALS TROM ALL RECISTED E OP FLUMBING INS	ODE AND ALL RE PERMIT, OOR EDDE & REA MITTED PRIOR OR 166 TSP GIGO NN), FOLMS PART OJ ONITION OF COM MUST BE SUBMIT RED PROVESSION TALLATION* PO	ELEVANT AREA IR 15M, PROFEI TO THE FRAMIT, UND SNOW LOA P THIS BERMIT, NSTRUCTION W TITES TO BUILD VALE ENGACED RIM (COPY ATT.	NG INSPED TO BE ASTE IS USING OFFI IN CONS.	ECTION. RUBAITTEI REQUIRED. ICIAL DA D TRUCTION	O PRIOR TO PRAMIN CONTACT RESOURA ATE OF INSPECTION PRIOR TO OCCUPAN	CY.	dan
	MEGTANICAL PUPILLATION CHICA STAMPIRE REGISTRERS PUISS DESI CALL FOR ALL INSTECTIONS (SEES. SECTION 39 ILETTER FROM LOCAL PHIOR TO OCCUPANCY PERMIT, PA PERSONNEL. ALL FIELD REPORTS BY REGISTERS SCHIPDULE CH TO BE SUMMITTED & SUBMIT COMPLETED *CERTIFICAT	998 I.C. HULDING C FORM 14AT OF THE FORM 1504, INTET STRING STOP, LITET IGLIST "A" TO BE SU GOSE AND LAYOUT! GOSE AND LAYOUT! THE CONTROL OF THE FORM 141, RECISTED E OF PLUMBING INS 1104 SQ. FT. \$ 150000	ODE AND ALL RE PERMIT, OOR EDDE & REA MITTED PRIOR OR 166 TSP GIGO NN), FOLMS PART OJ ONITION OF COM MUST BE SUBMIT RED PROVESSION TALLATION* PO	ELEVANT AREA IR 15M, PROFEI TO THE FRAMIT, UND SNOW LOA P THIS BERMIT, NSTRUCTION W TITES TO BUILD VALE ENGACED RIM (COPY ATT.	NG INSPED TO BE ASTE IS USING OFFI IN CONS.	ECTION. RUBAITTEI REQUIRED. ICIAL DA D TRUCTION	O PRIOR TO PRAMIN CONTACT RESOURA ATE OF INSPECTION PRIOR TO OCCUPAN	CY.	on and and and and and and and and and an
	MECHANICAL PUPILLATION CHICA STAMPIRE REGISTRERS PURS DESI CALL FOR ALL INSTECTIONS (SEE S. SOCYTION SIZE IN THE SECOND PROPERTY OF THE S	998 I.C. HULDING C FORM PART OF THIS THERUR SIDE, KITE! ICHIS 19A- TO BE SU GOVERNAMEN ACT GOVERNAMEN ACT COOP OF LOGAL DIST ZD PROFESSIONALS TROM ALL REGISTE E OF PLUMBING INS	ODE AND ALL RE PERMIT, OOR EDDE & REA MITTED PRIOR OR 166 TSP GIGO NN), FOLMS PART OJ ONITION OF COM MUST BE SUBMIT RED PROVESSION TALLATION* PO	ELEVANT AREA R 15M. PROPEI TO THE FRAME UNE SHOW LOA P THIS PERMIT, NSTRUCTION W. TITES TO RULL, NSTRUCTION W. FEES :	NG INSPED TO BE ASTE IS USING OFFI IN CONS.	ECTION. RUBAITTEI REQUIRED. CCAL, ON D TRUCTION	PRIOR TO FRAMIN CONTACT RESOURA ATE OF INSPECTION FRIOR TO OCCUPAN ATE OCCUP	CE RECOVERY (If the total support (s) (If the	on and analysis of the state of
	MEGTANICAL PUPILLATION CHICA STANIFIE REGISTRERS PUISS DESI CALL FOR ALL INSTECTIONS (SEE S. SECTION SIZE IN THE SECTION SEE S. SECTION SIZE IN THE SECTION SEE S. SECTION SIZE IN SECTION SEE S. SECTION SIZE IN SECTION SEE S. SECTION SIZE IN SECTION SECTION SEE S. SECTION SIZE IN SECTION SECTIO	998 IAC, HULDING C PORM 1ART OF THIS TARROR SIDE, RITEL RCLST "A "TO BE SU GONS AND LAYOUT! TAGES LISTED BELL GOVERNMENT ACT TAGES LISTED BELL GOVERNMENT ACT THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE	ODE AND ALL PE PEKNHIT. URG BUE 6, REA BMITTER PRIOR OR 165 FSF GROUN FORMS PART OR MOST POR SORTION OF COT MOST PER SUBMIT TALLATION* FO	ELEVANT AREA R.I.SM. PROPEL TO THE FRAME UND SNOW LOAD TO THE FRAME UND SNOW LOAD TO THE FRAME NOT HELD TO THE FRAME NOT HELD THE FEED \$ 1200 \$ 1300	ASTE IS E ING OFFICE IN CONS.	ECTION. RUBAITTEI REQUIRED. CCAL, ON D TRUCTION	PRIOR TO FRAMIN CONTACT KESOURG ATE OF INSPECTION FRIOR TO OCCUPAN FRIOR TO OCCU	COVERY (If the total subjects (s) in the control of the country and the count	dan
	MECHANICAL PUPILLATION CHICA STAMPIRE REGISTRERS PURS DESI CALL FOR ALL INSTECTIONS (SEE S. SOCYTION SIZE IN THE SECOND PROPERTY OF THE S	998 I.C. HULDING C FORM 1ART OF THE FORM 1910, INTET STRING SIDE, INTET IGATION 1910,	ODE AND ALL PE PEKNHIT. URG BUE 6, REA BMITTER PRIOR OR 165 FSF GROUN FORMS PART OR MOST POR SORTION OF COT MOST PER SUBMIT TALLATION* FO	ELEVANT AREA R 15M, PROPEI TO THE FRAME INSTANCE OF THE SEARCH INSTANCE OF SEARCH TO THE FRAME INSTANCE OF THE SEARCH INSTANCE OF SEARCH INSTAN	ASTE IS E ING OFFI	ECTION. RUBAITTEI REQUIRED. CCAL, ON D TRUCTION	PRIOR TO FRAMIN CONTACT RESOURA ATE OF INSPECTION FRIOR TO OCCUPAN ATE OCCUP	COVERY (CV. (I) (In third-higher) (1) Another higher) (2) Another higher) (3) Another higher) (4) Another hi	or a salahay a s
	MEGTANICAL PUPILLATION CHICASISTANIPE REGISTERER PURS DESIGNATION PURS DESIGNATION FOR PURS D	998 IAC, HULDING C PORM 1ART OF THIS TARROR SIDE, RITEL RCLST "A "TO BE SU GONS AND LAYOUT! TAGES LISTED BELL GOVERNMENT ACT TAGES LISTED BELL GOVERNMENT ACT THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE	ODE AND ALL PE PEKNHIT. URG BUE 6, REA BMITTER PRIOR OR 165 FSF GROUN FORMS PART OR MOST POR SORTION OF COT MOST PER SUBMIT TALLATION* FO	ELEVANT AREA R.I.SM. PROPEL TO THE FRAME UND SNOW LOAD TO THE FRAME UND SNOW LOAD TO THE FRAME NOT HELD TO THE FRAME NOT HELD THE FEED \$ 1200 \$ 1300	NO INSPERIOR OF THE PROPERTY O	ECTION. RUBAITTEI REQUIRED. CCAL, ON D TRUCTION	PRIOR TO FRAMIN CONTACT RESOURCE ATE OF INSPECTION FRIOR TO OCCUPAN ATE	COVERY (CV. (I) (In third-higher) (1) Another higher) (2) Another higher) (3) Another higher) (4) Another hi	da d
	MEGTANICAL VERTILATION CHICA STAMPER REGISTERER PRISS DESI CALL FOR ALL INSTECTIONS (SEE S. SOCIOLA SO LETTER REGISTER SOCIETAL INSTECTIONS (SEE S. SOCIOLA SO LETTER REGISTER FROM TO OCCUPANCY PERMIT, PARTICIPAL ALL FIRMS PER-ORTS BY PERGISTER SOURPULE CU-17 OR SUMMITTED FORMIT COMMILETED *CENTRICAT AREA OF LIVING SPACE CONSTRUCTION VALUE BUILDING PERMIT FEE PLUMBING FIXTURES DEMOLITION OTHER SUB-TOTAL	998 IAC, HULDING C PORM 1ART OF THIS TARROR SIDE, RITEL RCLST "A "TO BE SU GONS AND LAYOUT! TAGES LISTED BELL GOVERNMENT ACT TAGES LISTED BELL GOVERNMENT ACT THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE	ODE AND ALL PE PEKNHIT. URG BUE 6, REA BMITTER PRIOR OR 165 FSF GROUN FORMS PART OR MOST POR SORTION OF COT MOST PER SUBMIT TALLATION* FO	ELEVANT AREA R 15M, PROPER TO THE FRAME UNE SHOW LOAD P THIS PERMIT. THE PERMIT	NO INSPERIOR OF THE PROPERTY O	RETION. RUBMITTEI REQUIRED. REQUIRED. RECTAL DN D TRUCTION RUBMITTEI RECTAL DN D RECTAL DN D RECTAL RUBMITTEI RECTAL RUBMITTEI RECTAL RUBMITTEI RECTAL RUBMITTEI RU	PRIOR TO FRAMIN CONTACT RESOURCE ATE OF INSPECTION FRIOR TO OCCUPAN THE INSPECTION FRIOR TO OCCU	CE RECOVERY (CY. (II) (In third-helpyer) (1) Another by the control of the con	dors and a state of the state o
	MECHANICAL PUPILLATION CHICA STANIPIR REGISTRERS PUISS DESI CALL FOR ALL INSTECTIONS (SEE S. SECTION SIZE PUISS DESI CALL FOR ALL INSTECTIONS (SEE S. SECTION SIZE PUISS DESI SECTION SIZE PUISS DESI SECTION SIZE PUISS DESI ALL FIELD REPORTS IN PRESIDENTE ALL FIELD REPORTS IN PRESIDENTE SUBMIT COMPLETED PCENTIFICAT AREA OF LIVING SPACE CONSTRUCTION VALUE BUILDING PERMIT FEE PLUMBING FIXTURES DEMOLITION OTHER SUB-TOTAL TITLE SEARCH	998 IAC, HULDING C PORM 1ART OF THIS TARROR SIDE, RITEL RCLST "A "TO BE SU GONS AND LAYOUT! TAGES LISTED BELL GOVERNMENT ACT TAGES LISTED BELL GOVERNMENT ACT THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE SUPPLY OF THE SUPPLY THE SUPPLY OF THE	ODE AND ALL PE PEKNHIT. URG BUE 6, REA BMITTER PRIOR OR 165 FSF GROUN FORMS PART OR MOST POR SORTION OF COT MOST PER SUBMIT TALLATION* FO	ELEVANT AREA R 15M, PROPER R 15M, PROPER TO THE FRAME TO THE FRAME UNIS SHOW LOAD P THIS PERMIT. TEP TO RULL TEP TO RULL S 1200 S 130 S 1210 S 1210 S 2 23	NG INSPERIOR OF TO RELEASE OF	RETION. RUBNITTEI REQUIRED. GIALL DN D TRUCTION 11 SEINHAMMELL 11 SEINHAMMELL 11 SEINHAMMELL 12 SEINHAMMELL 13 SEINHAMMELL 13 SEINHAMMELL 14 SEINHAMMELL 15 SEINHAMMELL 15 SEINHAMMELL 15 SEINHAMMELL 15 SEINHAMMELL 15 SEINHAMMELL 16 SEINHAMMEL	PRIOR TO FRAMIN CONTACT RESOURCE ATE OF INSPECTION FRIOR TO OCCUPAN ATE OF INSPECTION OWNER'S SIGNOUN DON LEPTI BUILDING INSPECTOR	CE RECOVERY (CY. (II) III (III) (IIII) (III) (don word word word word word word word word
	MEGTANICAL VERTILATION CHICAGO TRANSPIRE REGISTRERS PER TRISS DESIGNATION FOR PROPERTY TRISS DESIGNATION FOR PROPERTY AND LOCAL FOR ALL INSTRUCTIONS FOR PROPERTY AND LOCAL PRIOR TO OCCUPANCY PERMIT, ALL FIRMS PER-PORTS BY PERGISTRER SOURPULE CHICAGO THE PROPERTY BY PERGISTRER SOURPULE CHICAGO THE PROPERTY BY PERMIT FOR THE PROPERTY OF THE PROPERTY	998 ILC, HULDING C FORM 148AT OF THIS TEXTRUS SIDE, HTTE HALST "Y-TO BE SIDE HALST "Y-	ODE AND ALL RE PERMIT. URG RUBE & REA BANTTED PRICE BAN 16 FAY GIGG OSHTON OF CON MUST BE SUBMIT EST PHOTESSION TALLATION FO	STANDARD STA	NG INSPECTION OF THE RESERVE OF THE	RETION. RUBNITTEI REQUIRED. CCALL DN D TRUCTION 1 SEPTIME TO THE TRUCTION TO	PRIOR TO FRAMIN CONTACT RESOURA ATE OF INSPECTION of the genetic of Idea between Owner's Signostia DON LEPTI BUILDING INSPECTOR	TO RECOVERY (CY. (II) In the heighter (c) Any in the house administration of the heighter (c) Any in the house administration of the heighter (c) Any in the heighter	dan
	MECHANICAL PUPILLATION CHICA STAMPER REGISTRERS PURS DESI CALL FOR ALL INSTECTIONS (SEE S. SOCIATION SEE S. ALL FIELD EXPORTS IN PRESISTER SOURPULE CHICAGO SEE SEEMITTEE S. CONSTRUCTION VALUE BUILDING PERMIT FEE PLUMBING FIXTURES DEMOLITION OTHER SUB-TOTAL TITLE SEARCH TOTAL LESS DEPOSIT	998 ILC, HULDING C FORM 148AT OF THIS TEXTRUS SIDE, HTTE HALST "Y-TO BE SIDE HALST "Y-	ODE AND ALL RE PERMIT. URG RUBE & REA BANTTED PRICE BAN 16 FAY GIGG OSHTON OF CON MUST BE SUBMIT EST PHOTESSION TALLATION FO	STANDARD STA	NG INSPECTION OF THE RESERVE OF THE	RETION. RUBNITTEI REQUIRED. CCALL DN D TRUCTION 1 SEPTIME TO THE TRUCTION TO	PRIOR TO FRAMIN CONTACT RESOURA ATE OF INSPECTION of the genetic of Idea between Owner's Signostia DON LEPTI BUILDING INSPECTOR	TO RECOVERY (CY. (II) In the heighter (c) Any in the house administration of the heighter (c) Any in the house administration of the heighter (c) Any in the heighter	dan



March 28, 2017

Donald and Bernice Cook 11744 Harris Road Pitt Meadows, B.C. V3Y 1Y6

> Re: Constructed SFD without a Final Inspection or Occupancy 245 Wapiti Creek Road, Mt. Baldy, B.C., Electoral Area 'E' / West Boundary Contravention of Building Bylaw No. 449 Strata Lot 129, D.L. 100S, SDYD, Plan KAS1840

On February 21, 2017 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence the Board will, at its next regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 302 of the Local Government Act and Section 57 of the Community charter you are to be afforded the opportunity to be heard by the Board of Directors before such a Notice is filled. The Board has therefore, adopted the following resolution.

"That Donald and Bernice Cook be invited to appear before the Board to make a presentation relevant to the filing of a Notice in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter against the property legally described as Strata Lot 129, D.L. 100S, SDYD. Plan KAS1840".

This hearing before the Board of Directors is scheduled for Thursday, April 20, 2017 at approximately 6:00 p.m. This meeting will be held at the Regional District of Kootenay Boundary office, 2140 Central Avenue, Grand Forks, B.C. Please advise Sara Bradley at the address noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by April 13, 2017. This will provide sufficient time for your report to be distributed to the Board of Directors.

Please be advised that, in order to avoid registration of this Notice, the Board of Directors requires a written confirmation from the Building Inspection staff that the property is now in compliance. You are encouraged to acquire that confirmation before the hearing date.

Enclosed for your information is a copy of Section 302 of the Local Government Act and Section 57 of the Community Charter. The effect of this Notice is to remove liability from the Regional District of Kootenay Boundary and warn future purchasers of the property that the building(s) or construction on the property may have been in violation of the B.C. Building Code and/or Regulatory Bylaws of the Authority having Jurisdiction.

Yours truly,

Theresa Lenardon

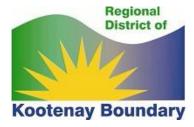
Manager of Corporate Administration

Attachment

/sb

202 – 843 Rossland Ave Trail, British Columbia Canada VI R 458
toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990
email: admin@rdkb.com • web: www.rdkb.com





STAFF REPORT

Date: 11 Apr 2017 **File**

To: Chair McGregor and Board of

Directors

From: Mark Andison, General Manager of

Operations / Deputy CAO

Re: Cancellation Building Bylaw

Contravention

Issue Introduction

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

301 Courtesy Road, Genelle, B.C.

Electoral Area 'B' / Lower Columbia-Old Glory

Parcel Identifier: 009-248-633

That part of Parcel A (See 16120I) District Lot 2404 Kootenay District lying to the Northwest of the Right of Way shown on Plan 6600 except (1)

part included in Plan RW 12 and (2) parts included in Plans 15693,

NEP22379 and Plan NEP23103

Owners: Hendrik Ravestein and Johannes Smienk

History/Background Factors

A Notice on Title was registered against the above referenced property for occupying a commercial building without a final inspection or granted occupancy contrary to the Building Code by the Regional District of Kootenay Boundary Building Department. All circumstances that required the registering of the Notice on Title have been rectified to the satisfaction of the Regional District of Kootenay Boundary. A written request to have the Notice removed from the property and a cheque in the amount of \$200.00 for Administration fees has been received from the owner.

Implications

The owners have met all requirements of the Regional District of Kootenay Boundary to have the Notice on Title removed from the property.

Advancement of Strategic Planning Goals

Not applicable.

Background Information Provided

- Memo dated April 11, 2017 from Don Lepitre, Building and Plumbing Official;
- Letter from Hendrik Ravestein dated March 29, 2017, requesting removal of Notice on Title;
- Title Search;
- Bylaw Contravention Notice LA170031;
- Staff Report dated October 23, 2006 from Sig Dreher, Chief Building and Plumbing Official.

Alternatives

1. None.

Recommendation(s)

That the Regional District of Kootenay Boundary Board of Directors cancel the notice registered in the Land Title Office pursuant to Section 302 of the Local Government Act and Section 58 of the Community Charter against the property legally described as that part of Parcel A (See 16120I) District Lot 2404 Kootenay District lying to the Northwest of the Right of Way shown on Plan 6600 except (1) part included in Plan RW 12 and (2) parts included in Plans 15693, NEP22379 and Plan NEP23103.



MEMORANDUM

TO: MARK ANDISON, GENERAL MANAGER OF OPERATIONS / DEPUTY CAO

FROM: DON LEPITRE, BUILDING AND PLUMBING OFFICIAL

DATE: APRIL 11, 2017

RE: <u>CANCELLATION OF NOTICE ON TITLE LA170031</u>

301 COURTESY ROAD, GENELLE, B.C.

ELECTORAL AREA 'B' / LOWER COLUMBIA-OLD GLORY

PARCEL IDENTIFIER: 009-248-633

THAT PART OF PARCEL A (SEE 16120I) DISTRICT LOT 2404 KOOTENAY DISTRICT LYING TO THE NORTHWEST OF THE RIGHT OF WAY SHOWN ON PLAN 6600 EXCEPT (1) PART INCLUDED IN PLAN RW 12 AND (2) PARTS INCLUDED IN PLANS 15693, NEP22379 AND PLAN NEP23103

OWNERS: HENDRIK RAVESTEIN AND JOHANNES SMIENK

Please be advised that the owners, Hendrik Ravestein and Johannes Smienk, have requested that the Board of the Regional District of Kootenay Boundary remove the Bylaw Contravention Notice LA170031 filed against the above noted property.

This office has determined that the circumstances that required the registering of a Notice on Title are no longer present. The building permits have been closed and inspection completed to the satisfaction of the Regional District of Kootenay Boundary.

Find attached:

- Letter from the owner received March 29, 2017 requesting removal of Notice on Title;
- \$200.00 administration fee paid;
- Site/Final inspection report dated March 29, 2017;
- Title Search and Land Title Notice;
- Staff Report to the Board on October 23, 2006 recommending a Notice on Title for the commercial building being occupied without a final inspection or granted occupancy.

I recommend to the Board of the Regional District of Kootenay Boundary to consider the owner's request to remove the Notice on Title. The owner submitted the administrative fee of \$200.00 on March 29, 2017 as required.

Hendrik Ravestein Johannes Tijmen Smienk 6225 Highway 3A Nelson, BC, V1L6S8

March 29, 2017

Regional District of Kootenay Boundary 843 Rossland, Trail, B.C.

RE: 1055 Parcel A, District Lot 2404 Kootenay Land District, (see16201)
Lying to the NW of R/W PL 6600 exc (1)R/W 12 (2) PL NEP22379 NEP23103
PID:009-248-633

Dear Sirs,

Today the building inspector visited our property to view deficiencies to our building permits (00-0311B,00-0453B,NOT- 11) and has signed off noting we have met all outstanding issues. We request that the RDKB provide a letter noting we are in compliance and we request the RDKB remove any notes on title as to these permits.

Thank you,

Hendrik Ravestein

TITLE SEARCH PRINT

2015-10-02, 13:30:08

File Reference:

Requestor: Sara Bradley

Declared Value \$200000

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Land Title District

NELSON

Land Title Office

NELSON

Title Number

CA1850625

From Title Number

XK13339

Application Entered

2010-12-24

Application Received

2010-12-22

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

JOHANNES TIJMEN SMIENK, SELF-EMPLOYED HENDRIK RAVESTEIN, SELF-EMPLOYED

6225 HIGHWAY 3A

NELSON, BC V1L 6S8

Taxation Authority

NELSON TRAIL ASSESSMENT AREA

GENELLE IMPROVEMENT DISTRICT

Description of Land

Parcel Identifier: Legal Description: 009-248-633

THAT PART OF PARCEL A (SEE 16120I) DISTRICT LOT 2404 KOOTENAY DISTRICT LYING TO THE NORTHWEST OF THE RIGHT OF WAY SHOWN ON PLAN 6600 EXCEPT (1) PART INCLUDED IN PLAN RW 12 AND (2) PARTS INCLUDED IN PLANS 15693, NEP22379 AND PLAN NEP23103

Legal Notations

HERETO IS ANNEXED EASEMENT 54947D OVER LANDS AS THEREIN SET OUT

BYLAW CONTRAVENTION NOTICE, COMMUNITY CHARTER, SECTION 57 SEE LA170031

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL GOVERNMENT ACT, SEE LB378358

Title Number: CA1850625

TITLE SEARCH PRINT

Page 1 of 5

TITLE SEARCH PRINT

File Reference:

Declared Value \$200000

2015-10-02, 13:30:08 Requestor: Sara Bradley

Charges, Liens and Interests

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

RIGHT OF WAY

19834D

1933-06-29 10:00

BRITISH COLUMBIA TELEPHONE COMPANY

PART REF PLAN 19834D

RIGHT OF WAY

53501D

1959-07-28 11:15

INLAND NATURAL GAS CO. LTD.

PART RW PLAN 281

INTER ALIA

RIGHT OF WAY

73058D

1966-05-26 10:18

BRITISH COLUMBIA TELEPHONE COMPANY

INTER ALIA

RIGHT OF WAY

73433D 1966-05-31 16:46

GENELLE IMPROVEMENT DISTRICT

INTER ALIA

RIGHT OF WAY

G4584 1973-04-06 11:25

BRITISH COLUMBIA TELEPHONE COMPANY

INTER ALIA

MORTGAGE G15212

1973-10-01 11:25

MONTREAL TRUST COMPANY

"IN TRUST" G15212 MORTGAGE OF G4584

FOR SUPPLEMENTAL SEE K3174

INTER ALIA

STATUTORY RIGHT OF WAY

V11606

1986-05-15 13:32

GENELLE IMPROVEMENT DISTRICT

PART PLAN 16317

Title Number: CA1850625

TITLE SEARCH PRINT

Page 2 of 5

TITLE SEARCH PRINT

File Reference:

Declared Value \$200000

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number: Registration Date and Time:

Registered Owner:

Remarks:

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Nature: Registration Number:

Registration Date and Time: Remarks:

Title Number: CA1850625

2015-10-02, 13:30:08 Requestor: Sara Bradley

STATUTORY RIGHT OF WAY

XE10093

1991-05-13 08:35

WEST KOOTENAY POWER LTD.

COMINCO LTD. BC GAS LTD.

STATUTORY RIGHT OF WAY

XJ19732

1995-07-14 14:09

GENELLE IMPROVEMENT DISTRICT

PART PLAN NEP22380

MORTGAGE KP163644

2000-07-21 11:03

NELSON & DISTRICT CREDIT UNION

ASSIGNMENT OF RENTS

KP163645

2000-07-21 11:03

NELSON & DISTRICT CREDIT UNION

STATUTORY RIGHT OF WAY

KT46971

2002-05-03 10:36

UTILICORP NETWORKS CANADA (BRITISH COLUMBIA) LTD.

PART SHOWN AS AREA A ON PLAN NEP71112

STATUTORY RIGHT OF WAY

KT46972

2002-05-03 10:36

UTILICORP NETWORKS CANADA (BRITISH COLUMBIA) LTD.

PART SHOWN AS AREA B ON PLAN NEP71112

STATUTORY RIGHT OF WAY

2002-05-03 10:36

UTILICORP NETWORKS CANADA (BRITISH COLUMBIA) LTD.

PRIORITY AGREEMENT

KT46974

2002-05-03 10:36

GRANTING KT46971 PRIORITY OVER KP163644

AND KP163645

TITLE SEARCH PRINT

Page 3 of 5

TITLE SEARCH PRINT

2015-10-02, 13:30:08 Requestor: Sara Bradley

File Reference:

Declared Value \$200000

PRIORITY AGREEMENT Nature: Registration Number: KT46975

Registration Date and Time: 2002-05-03 10:36

GRANTING KT46972 PRIORITY OVER KP163644 Remarks:

AND KP163645

Nature:

PRIORITY AGREEMENT Registration Number: KT46976

2002-05-03 10:36 Registration Date and Time:

GRANTING KT46973 PRIORITY OVER KP163644 Remarks:

AND KP163645

Nature:

STATUTORY RIGHT OF WAY

Registration Number: KT46977

Registration Date and Time: 2002-05-03 10:36

UTILICORP NETWORKS CANADA (BRITISH COLUMBIA) LTD. Registered Owner:

PART SHOWN AS AREA C ON PLAN NEP71112 Remarks:

Nature:

PRIORITY AGREEMENT

Registration Number: KT46978

2002-05-03 10:36 Registration Date and Time:

GRANTING KT46977 PRIORITY OVER KP163644 Remarks:

AND KP163645

Nature:

OPTION TO PURCHASE

Registration Number: LA78345

Registration Date and Time: 2006-06-12 10:07 TECK METALS LTD. Registered Owner:

INCORPORATION NO. A76610 CA3507737

Transfer Number:

Remarks: INTER ALIA

OF KT46971, KT46972, KT46973 AND KT46977

EXTENDED BY LB172166 MODIFIED BY LB172167

Nature:

OPTION TO PURCHASE

Registration Number: Registration Date and Time: LA78346 2006-06-12 10:07

TECK METALS LTD.

Registered Owner:

INCORPORATION NO. A76610

Transfer Number:

CA3507738 **INTER ALIA**

Remarks:

OF KT46971, KT46972, KT46973 AND KT46977

EXTENDED BY LB172168 MODIFIED BY LB172169

Title Number: CA1850625

TITLE SEARCH PRINT

Page 4 of 5

2015-10-02, 13:30:08

Requestor: Sara Bradley

TITLE SEARCH PRINT

File Reference:

Nature:

Declared Value \$200000

MORTGAGE CA531502

Registration Number: Registration Date and Time: 2007-08-09 11:17

Registered Owner: **NELSON & DISTRICT CREDIT UNION** INTER ALIA

Remarks:

ASSIGNMENT OF RENTS Nature:

Registration Number: CA531503 Registration Date and Time: Registered Owner: 2007-08-09 11:17

NELSON & DISTRICT CREDIT UNION

Remarks: **INTER ALIA**

MODIFICATION Nature: Registration Number: LB172167 Registration Date and Time: 2008-02-28 12:28 Remarks: INTER ALIA

MODIFICATION OF LA78345 AS EXTENDED BY LB172166

Nature: MODIFICATION Registration Number: LB172169 Registration Date and Time: 2008-02-28 12:28 Remarks: INTER ALIA

MODIFICATION OF LA78346 AS EXTENDED BY LB172168

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

Title Number: CA1850625

TITLE SEARCH PRINT

Page 5 of 5



H DEC 2006 11 34

LAH70031

LAND TITLE OFFICE

Pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter

TAKE NOTICE THAT the Regional District of Kootenay Boundary Board at it's meeting on November 2, 2006 adopted a resolution pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter relating to a Contravention of Building Bylaw No. 449, construction of a heavy timber building without a building permit. This Notice pertains to land described as:

PARCEL IDENTIFIER: 009-248-633

THAT PART OF PARCEL A (SEE16120I) DISTRICT LOT 2404 KOOTENAY DISTRICT LYING TO THE NORTHWEST OF THE RIGHT OF WAY SHOWN ON PLAN 6600 EXCEPT (1) PART INCLUDED IN PLAN RW 12 AND (2) PARTS INCLUDED IN PLANS 15693, NEP22379 AND PLAN NEP23103.

FURTHER information respecting the resolution may be inspected at the offices of the Regional District of Kootenay Boundary located at 202 – 843 Rossland Avenue, Trail, B.C. during regular scheduled hours.

DATED at the City of Trail, Province of British Columbia this $\underline{\mathcal{IH}}$ day of December , 2006.

Elaine Kumar, Director of Corporate Administration Regional District of Kootenay Boundary

202 – 843 Rossland Ave Trall, British Columbia Canada V1R 458 toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990

 \mathfrak{E}



Kootenay Bo	undary	· · · · · · · · · · · · · · · · · · ·	STAFF REPORT
Date:	October 23, 2006	File:	
То:	Chair DeRosa and Board	of Directors	
From:	Sig Dreher, Chief Buildir	ng and Plumbing Off	ficial
RE:	WAY SHOWN ON PLAN (RW 12 AND (2) PARTS I PLAN NEP23103. PARC	SENELLE, B.C., ELEC A (SEE 161201) DIS YING TO THE NORTI 6600 EXCEPT (1) PA NCLUDED IN PLANS EL IDENTIFIER: 00 TIMEN SMIENK, HE	TRICT LOT 2404 HWEST OF THE RIGHT OF ART INCLUDED IN PLAN S 15693, NEP22379 AND

Issue Introduction

A staff report from Sig Dreher, Chief Building and Plumbing Official regarding a Building Bylaw Contravention.

History/Background Factors

To date, there has been no change concerning the above referenced property. The owners have occupied the commercial building without obtaining a final inspection and an occupancy permit. The owners have not contacted the Regional District of Kootenay Boundary Office.

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

The filing of a Notice on Title against the above mentioned property pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter will alert future purchasers of the property that the building(s) are in contravention of the B.C. Building Code and the Building Bylaw.

Background Information Provided

- Staff report dated September 8, 2006 submitted to the Board regarding the Building Bylaw Contravention;
- Letter dated October 2, 2006 inviting the Owners to the November 2nd, 2006 Board Meeting.

Alternatives

 Once all deficiencies are rectified, the Owners may request the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

> Staff Report/ November 2, 2006 Page 1 of 2

	٠		7° 1°	•				٠				٠		
,•	:		(-	(٠.					
			•										•	
	•													
	Recor	nmendatio	n(s)					*						
	1.	That the sta AND FURTHI the Chief Ad Section 695 against the 2404 Kooter except (1) p and Plan NE	ff report ER that th dministrat of the L property nay Distri art includ	ne Regio tive Offi .ocal Go legally o ct lying	onal District icer to file overnment a described as to the nort	of Koo a Noti Act and That hwest	tenay Ece in to Section J Sectio	Bounda the Lat on 57 parcel right o	ary Boar nd Title of the I A (see of way :	rd of Di Office Comm 16120 shown	rectors of pursua unity Charicon I) Districon Plan	direct nt to narter ct Lot 6600		
			r 20100.				• • •		•					
	Respe	ctfully submit	ted:		Concurrence (Dept. Hea				oncurre C.A.O.)	nce:				
	^	11								. :				٠.
	_&	, flu			 				- `	,				
		<i>></i> 1												
	-													
									÷				•	
		•						٠.						
				•									· · ·	
		•			•									
		•												
									• • •					
				-							•			
										• •				
			,									•		
								. •						
-							· . ·							
-										1	•	•		-:
·		•									: : :* :			
												s. 		
											Staff ovembe	Report	Ī	٠.



Kootenay Bo	Hindary	· · · · · · · · · · · · · · · · · · ·	STAFF R	EPORT
Date:	September 8, 2006	File:	<u> </u>	
То:	Chair DeRosa and Board	of Directors		
From:	Sig Dreher, Chief Buildin	g and Plumbi	ng Official	
RE:	BUILDING BYLAW CONT 301 COURTESY ROAD, G THAT PART OF PARC KOOTENAY DISTRICT LY WAY SHOWN ON PLAN RW 12 AND (2) PARTS PLAN NEP23103, PARC	ENELLE, B.C., EL A (SEE 1 (ING TO THE 6600 EXCEPT INCLUDED IN	.6120I) DISTRICT LO NORTHWEST OF THE RI (1) PART INCLUDED I PLANS 15693, NEP223	GHT OF N PLAN

Issue Introduction

A staff report from Sig Dreher, Chief Building and Plumbing Official regarding a Building Bylaw Contravention.

History/Background Factors

The Owners have occupied the commercial building at the above referenced property without first obtaining a final inspection and an occupancy permit.

•	and the same and t
Oct. 19, 2000	Stop Work Order posted for starting construction without a valid building permit;
Oct. 24, 2000	Building Permit No. 00-0311B issued for foundations only;
Nov. 6, 2000	Under slab plumbing inspection by Building Official;
Nov. 22, 2000	Building Permit No. 00-0453B issued for construction above the foundation system;
Jan. 9, 2001	Rough-In plumbing inspection by Building Official;
Jan. 4, 2006	Letter sent to Owners advising that if the required documentation was not received by February 3, 2006, we may proceed with legal action;
Feb. 13, 2006	Owner advised by phone that he would contact the Professional Engineer and respond by March 1, 2006;
Mar. 7, 2006	Registered letter sent to Owners advising that if the required documentation was not received by April 7, 2006, we may proceed with legal action:
Apr. 10, 2006	Owner advised by phone that he would contact the Professional Engineer and respond in one week;
June 9, 2006	Registered letter sent to Owners advising that if the required documentation was not received by July 14, 2006, we would be recommending a Notice on Title;

Staff Report/ September 28, 2006 Page 1 of 3 July 20, 2006

Registered letter sent to Owners advising that if the required documentation was not received by September 1, 2006, we would be recommending a Notice on Title. The following documentation is required:

- Registered Professional sealed drawing from Brian O'Hara, P. Eng., indicating mezzanine construction details;
- Provide a Registered Professional sealed letter from Brian O'Hara,
 P. Eng., approving concrete placement in footings and framing;
- Schedule C-B from Brian O'Hara, Kootenay Engineering Ltd. for Geotechnical and Structural;
- Provide <u>original</u> Schedules B1 and B2 from D.P. Watson, P. Eng., (Star Building Systems) for Structural.

Sept. 7, 2006

To date, no response from Owners.

The Regional District of Kootenay Boundary Building and Plumbing Amendment Bylaw No. 449 states:

Duties

8.1 The authority having jurisdiction may:

(d) <u>issue occupancy permits</u> as set out in "Appendix B" or issue final inspection reports in lieu of when he is satisfied construction is in substantial compliance with this Bylaw.

Duties of the Owner

- 12.1 Every owner shall:
 - (h) give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work;
 - after the building or portion thereof is complete and ready for occupancy, <u>but</u> <u>before occupancy takes place</u> of the whole or a portion of the building.

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

The Regional District of Kootenay Boundary Board of Directors has dealt with a number of Bylaw Contraventions by filing a Notice on Title. The effect of this Notice is to alert future Purchasers of the property that the building(s) are in contravention of the B.C. Building Code and/or regulatory bylaws.

The above action does not preclude the Regional District of Kootenay Boundary from taking such steps as may be further authorized by Bylaw, Local Government Act and Community Charter to enforce compliance with regulations.

Background Information Provided

- Letter dated October 20, 2000;
- Letter dated January 4, 2006;
- Letter dated March 7, 2006;
- Letter dated June 9, 2006;
- Letter dated July 20, 2006.

Staff Report/ September 28, 2006 Page 2 of 3

_				_	
Δ	lte	rn	21	w	ΔC

 Once all deficiencies are rectified, the Owner may request that the Regional District of Kootenay Boundary Board of Directors remove the Notice on Title upon receipt of \$200.00 (Administration fee for removal of the Notice).

Recommendation(s)

1. That the staff report from Sig Dreher, Chief Building and Plumbing Official be received AND FURTHER that the Regional District of Kootenay Boundary Board of Directors invite Johannes Smienk, Hendrik Ravestein and Victor Learmonth, to appear before the Board to make a presentation to the filling of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as That Part of Parcel A (See 16120I) District Lot 2404 Kootenay District lying to the Northwest of the Right of Way shown on Plan 6600 except (1) part included in Plan RW12 and (2) parts included in Plans 15693, NEP22379 and Plan NEP23103.

Respectfully submitted:	Concurrence: (Dept. Head)	 Concurrence: (C.A.O.)
~ '	•	

Staff Report/ September 28, 2006 Page 3 of 3



Regional District of Kootenay Boundary

202 - 843 Rossland Avenue Trail, British Columbia, Canada V1R 4S8 Tel. (250) 368-9148 / Fax (250) 368-3990 Toll Free: 1-800-355-7352

October 20, 2000

Skyreach Mr. Hank Ravenstein 305 Courtesy Road Box 175 Genelle, B.C. VOG 1G0

Dear Mr. Ravenstein:

Re: 305 Courtesy Road
That Part of Parcel A (See 16120I), District Lbt 2404, Kootenay District Lying to the Northwest of the Right of Way shown on Plan 6600 except (1) part included in Plan RW 12 and (2) parts included in Plan 15693, NEP22379 and Plan NEP23103.

This letter confirms the posting of a STO WORK ORDER on Thursday, October 19, 2000 for construction (pouring of concrete lootings) which took place at the above mentioned property without the issuance of a building permit.

No building permit was issued regulired by the Regional District of Kootenay Boundary Bylaw No. 449.

The building application and elevent documentation was received in our office on October 19, 2000. Once a plan check has been completed and all pertinent information received, we will be in a positive to issue a building permit.

If there are any question please contact the undersigned.

Yours truly,

Sig Dreher **Building/Plumbing Official**

SD:sm

Printed on Recycled Paper

January 4, 2005

Johannes Smienk Hendrik Ravestein Victor Learmonth R.R. #3 Nelson, B.C. VIL 5P6

Dear Sirs:

Re: 301 Courtesy Road, Genelle, B.C. Building Permit No. 00-0453B

A review of the above referenced file indicates that our last inspection was conducted on January 9, 2001 (copy attached). The following items are required prior to a final inspection being conducted.

- 1. Completed "Certification of Plumbing in standing form (copy attached);
- Sealed drawing from Brian O'Hara, P. L.g. indicating mezzanine construction details;
- Provide letter from Brian O'Hara, P. Erg., approving concrete placement in footings and framing;
- Schedule C-B from Brian O'Hara, Yootenay Engineering Ltd. for Geotechnical and Structural;
- Provide <u>original</u> Schedule 1/B2 from D.P.Watson, P. Eng., (Star Building Systems) for Structural.

The above information is to be received by our office by February 3, 2006. Failure to comply may result in legal action being taken.

Once the above information is received and approved, a final inspection may be conducted.

Thank you in advance for your cooperation.

Yours truly,

Sig Dreher, R.B.O.

Chief Building and Plumbing Official

BC:sm

March 7, 2006

REGISTERED MAIL

Johannes Smienk Hendrik Ravestein Victor Learmonth **General Delivery** 301 Courtesy Road Genelle, B.C. VOG 1GO

Fax No.: 693-8855

Dear Sirs:

Re: 301 Courtesy Road, Genelle, B.C. **Building Permit No. 00-0453B**

A review of the above referenced file indicates that we have not received the information requested in our letter dated January 4, 2006 ppy attached). The following items are required prior to a final inspection being conducted

- 1. Registered Professional sealed drawing from Brian O'Hara, P.Eng., indicating
- mezzanine construction details;

 2. Provide a Registered Professional sealed letter from Brian O'Hara, P. Eng., approving concrete placement in footling and framing;

 3. Schedule C-B from Brian O'Hara, Kootenay Engineering Ltd. for Geotechnical
- and Structural;
- 4. Provide original Schedule 1/B2 from D.P. Watson, P. Eng., (Star Building Systems) for Structural.

Please provide the above information to our office by April 7, 2006. Failure to comply may result in legal action being taken.

Once the above information is received and approved, a final inspection may be conducted.

Thank you in advance for your cooperation.

Yours truly,

Sig Dreher, R.B.O.

Chief Building and Plumbing Official

BC:sm

cc: Brian O'Hara, P. Eng. (Fax No. 250-626-3558)

June 9, 2006

REGISTERED MAIL

Johannes Smienk Hendrik Ravestein Victor Learmnth General Delivery 301 Courtesy Road Genelle, B.C. VOG 1GO

Fax No.: 693-8855

Dear Sirs:

Re: 301 Courtesy Road, Genelle, B.C. Building Permit No. 00-0453B

A review of the above referenced file indicates that we have not received the information requested in our letters dated January 4, 2006 and March 7, 2006. The following items are required prior to a final inspection being conflucted.

- Registered Professional sealed drawing from Prian O'Hara, P. Eng., indicating mezzanine construction details;
- Provide a Registered Professional sealed letter from Brian O'Hara, P. Eng., approving concrete placement in to lings, and framing;
- Schedule C-B from Brian O'Hara, Robernay Engineering Ltd. for Geotechnical and Structural;
- Provide original Schedus B/B2 from D.P. Watson, P. Eng., (Star Building Systems) for Structural.

Please provide the above information to our office by July 14, 2006 or we will recommend to the Regional District of Kootenay Boundary Board of Directors the filing of a notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter. This notice will refer to a building bylaw contravention on the subject property.

Once the above information is received and approved, a final inspection may be conducted.

Thank you in advance for your cooperation.

Yours truly,

Sig Dreher, R.B.O.

Chief Building and Plumbing Official

cc: Brian O'Hara, P. Eng., (Fax No.: 250-626-3558)



July 20, 2006

REGISTERED MAIL

Johannes Smienk Hendrik Ravestein Victor Learmonth Box 175 Genelle, B.C. VOG 1GO

Fax No.: 693-8855

Dear Sirs:

Re: 301 Courtesy Road, Genelle, B.C. Building Permit No. 00-0453B

A review of the above referenced file indicates that we have not received the information requested in our letters dated January 4, 2006, March 7, 2006 and June 9, 2006. The following items are required prior to a final inspection being conducted.

- Registered Professional sealed drawing from Brian O'Hara, P. Eng., indicating mezzanine construction details;
- Provide a Registered Professional sealed letter from Brian O'Hara, P. Eng., approving concrete placement in footings and framing;
- Schedule C-B from Brian O'Hara, Kootenay Engineering Ltd. for Geotechnical and Structural;
- Provide <u>original</u> Schedules B1/B2 from D.P.Watson, P. Eng., (Star Building Systems) for Structural.

The Regional District of Kootenay Boundary Building and Plumbing Bylaw No. 449 states:

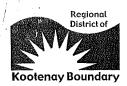
Duties of the Owner

- 12.1 Every owner shall:
 - (h) give at least 72 hours notice to the authority having jurisdiction and request his inspection of the work:
 - (v) after the building or portion thereof is complete and ready for occupancy, but before occupancy takes place of the whole or a portion of the building.

202 — 843 Rossland Ave Trail, British Columbia Canada V1R 4S8 toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990

 Θ

Page 2 If no response is received in writing by **September 1, 2006**, we will recommend to the Regional District of Kootenay Boundary Board of Directors the filing of a notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter. This notice will refer to a Building Bylaw Contravention on the subject property. Once the above information is received and approved, a final inspection may be conducted. Thank you in advance for your cooperation. Yours truly, Sig Dreher, R.B.O. Chief Building and Plumbing Official cc: Brian O'Hara, P. Eng., (Fax No.: 250-626-3558)



October 2, 2006

Johannes Smienk Hendrick Ravestein Victor Learmonth Box 175 Genelle, B.C. VOG 1GO

Fax No.: 693-8855

Dear Sirs:

Re: 301 Courtesy Road, Genelle, B.C.
Building Permit No. 00-0453B
Bylaw Contravention
Occupancy of a Building without a Final Inspection and an Occupancy Permit

On September 28, 2006 the Board of Directors reviewed the attached report regarding the above referenced property. As a consequence the Board will, at its regular meeting, be considering a resolution to direct the Chief Administrative Officer to file a formal Notice in the Land Title Office regarding this contravention. Pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter you are to be afforded the opportunity to be heard by the Board of

Directors before such a Notice is filed. The Board has therefore, adopted the following resolution:

"That the Regional District of Kootenay Boundary Board of Directors invite Johannes Tijmen Smienk, Hendrick Ravestein and Victor Herbert Learmonth to appear before the Board to make a presentation to the filing of a Notice in the Land Title Office pursuant to Section 695 of the Local Government Act and Section 57 of the Community Charter against the property legally described as that part of Parcel A (See 16120I) District Lot 2404 Kootenay District Lying to the Northwest of the Right of Way shown on Plan 6600 except (1) part included in Plan RW 12 and (2) parts included in Plans 15693, NEP22379 and Plan NEP23103."

This hearing before the Board of Directors is scheduled for Thursday, November 2, 2006 at approximately 6:30 p.m. The meeting will be held at the Regional District of Kootenay Boundary Office, 843 Rossland Avenue, Trail, B.C. Please advise Sheila Moro at the telephone number noted below in advance, whether you or a representative will be present at this hearing. If you will be attending this hearing, we would request a written submission from you relating to this matter by October 20, 2006. This will provide sufficient time for your report to be distributed to the Board of Directors.

...../2

202 – 843 Rossland Ave Trall, British Columbia Canada VIR 488 toll-free: 1 800 355-7352 • tel: 250 368-9148 • fax: 250 368-3990 email: admin@rdkb.com • web: www.rdkb.com



		•			
	į.	•			/
Ē	((
-		ė.		,	
	Page 2				
					•
	Please be advised that, requires written confirma compliance. You are enco	tion from the Buildin ouraged to acquire that	g Inspection staff that t confirmation on or before	the property is now in e the hearing date.	· .
	Enclosed for your informa 57 of the Community Cha District of Kootenay Boun- construction on the prope Bylaws of the Authority ha	irter. The effect of the dary and warn future p erty may be in violation	is Notice is to remove lia purchasers of the proper	ability from the Regional ty that the building(s) or	
	Yours truly,				
	J. Kumar				
	Elaine Kumar Director of Corporate Adm	inistration			
	EK:sm Attachments				
	· ·				
				•	
•		•			
		•			•
			•		



STAFF REPORT

Prepared for meeting of April 2017

Date:	April 20, 2017	File #:	I1-C I1-D I1-E B-4					
То:	Chair McGregor and Members of	Chair McGregor and Members of the Board						
From:	Carly Rimell, Senior Planner							
RE:	Interfor Forest Stewardship Electoral Area 'C'/Christina I Electoral Area 'D'/Rural Grai Electoral Area 'E'/ West Bou Big White	_ake; nd Forks;						

ISSUE INTRODUCTION

Interfor has invited the Regional District of Kootenay Boundary to provide comments on their Draft 2017-2022 Forest Stewardship Plan (FSP) (see Draft 2017-2022 Interfor Forest Stewardship Plan). The Plan is comprised of 2 Forest Development Units (FDU's), the Arrow and Boundary. The Arrow FDU covers a small portion of Electoral Area 'C'/Christina Lake. The Boundary FDU covers Electoral Area 'C'/Christina Lake, Electoral Area 'D'/Rural Grand Forks and Electoral Area 'E'/West Boundary (see Overview Arrow-Boundary Forest Development Units; BCTS Arrow Forest Development Unit; BCTS Boundary Forest Development Unit Map; Electoral Electoral Area 'C'/Christina Lake Interfor License Areas Map; Electoral Area 'D'/Rural Grand Forks Interfor License Areas Map; Electoral Area 'E'/ West Boundary Interfor License Areas Map; Big White License Areas Map).

This plan was made publicly available for review and comments before it was submitted for approval to the Delegated Decision Maker for the Minister of Forests, Lands, and Natural Resource Operations (FLNRO). The comment period ended on March 21st; however, Interfor has indicated they will receive late referral response from the RDKB. Interfor anticipates approval of the FSP in June 2017.

HISTORY / BACKGROUND FACTORS

A Forest Stewardship Plan shows areas on a map where a forest licensee may carry out forest development activities over a period of up to five years. The areas included in the

Page 1 of 8

FSP are called Forest Development Units. The plan also states the results, strategies or measures that the forest licensee will achieve in order to be consistent with government objectives for forest values. There are 11 forest values identified by government: soil, timber, wildlife, fish, water, biodiversity, visual quality, cultural heritage, recreation, invasive plants, and natural range barriers. The FSP provides a means to solicit and consider the expectations of the public and stakeholders and to consult with First Nations concerning the use of Crown land and resources. Once approved, the FSP will guide future forest development, including road construction, timber harvesting and silviculture activities.

It is important to note that the FSP is a management document and does not show the actual locations of specific proposed cut blocks or roads. A separate referral will be sent once the development layout is known.

IMPLICATIONS

The implications noted below focus on concerns that have been raised in the past by APC's in the Regional District's Boundary area. These include Old Growth Management Areas (OGMAs), wildlife habitat and corridors, consumptive use streams, visual quality objectives, community watersheds, recreational resources, and stocking standards. These topics are discussed in more detail below and reference the section within the draft FSP which discusses the objectives and strategies.

Old and Mature Forest and Old Growth Management Areas (OGMAs): See Section 5.1.1.1

Where Interfor cannot meet the old and mature requirements within the Kootenay Boundary Higher Level Order Plan (KBHLPO), a rationale will be provided by a qualified registered professional (QRP) which is consistent with the conditions identified in the tables under objective 2 within the KBHLPO (see Kootenay Boundary Higher Level Order Plan).

Old Forest requirements, applying to all Forest Development Units (FDU), are currently managed with non-legal spatialized OGMAs that were established to provide representative examples of Old Forest Values. The OGMA Strategy allows the license holder to manage the Old Forest distribution based on current information. Modifications to the boundaries of established OGMA's can be implemented as long as any reductions in area are replaced by a commensurable area with similar forest attributes, or where a QRP determines that a forest stand has sufficient biological value to be an Old Forest. Any major modifications to OGMAs will be assessed and approved by a QRP. Attempts will be made by the prescribing QRP to maintain similar forest attributes as found in the original OGMA.

Page 2 of 8

<u>Caribou, Grizzly Bear Habitat and Connectivity Corridors: See Sections 5.1.1.2 and 5.1.1.4</u>

Interfor will undertake to comply with practices consistent with the most current Government Action Regulation (GAR) Order – Mountain Caribou in the Arrow Boundary FDU. If Interfor plans to harvest timber or construct roads within the Caribou habitat areas these operational activities must comply the regulations noted within objective 3 of the KBHLPO.

Grizzly bear habitat mapping has not yet been made available by the Province, therefore that portion of the Government Action Regulation (GAR) Order is not in effect upon the commencement of the FSP. As noted within KBHLPO objective 5, requirements would take effect 4 months after the mapping is available.

Consumptive Use Streams; See Section 5.1.1.5 and KBHLPO Section 6

Interfor will comply with the objective for consumptive use streams set out in objective 6 of the KBHLOP. In addition to the strategies in objective 6, Interfor will plan primary forest activities only if a QRP implementing the plan;

- 1. Provides a referral letter to licensed domestic water users or their designated group representative. The referral letter will include a description of the planned activities and provide a reasonable opportunity for review and comment;
- 2. Will not cause material that is harmful to human health to be deposited in, or transported to, water that is diverted for human consumption by a licensed waterworks and;
- 3. Plan and design harvesting within the applicable streamside management zone in accordance with Section 5.1.2.5 of the Forest Stewardship Plan (FSP) and;
- 4. Ensure all excavated or deactivated trails, cut banks and fill slopes resulting from primary forest activities will be re-vegetated, within one year following disturbance. Where grass seed is undertaken, utilize high quality seed to ensure that introduction of invasive plant seed is minimized.

Objectives set by Government; See Section 5.1.2.;

Part 2 of the *Forest Planning and Practices Regulation* outlines the content and objectives which are required in Forest Stewardship Plans (FSP) in Division 1. Sections 5.1.2.1 – 5.1.2.11 within the FSP speak to the 11 forest values and the strategies which will be undertaken by the license holder to satisfy the management requirements.

Community Watersheds; See Section 5.1.2.7 and List of Community Watersheds 5.1.3

Interfor will undertake to comply with the *Forest, Planning and Practices Regulation* (FPPR) Section 59-63 as well as if Interfor intends to harvest and build roads within a community watershed a QRP will assess the risk of those activities causing materials which are harmful to human health to be deposited in or transported by water for

Page 3 of 8

human consumption by a licensed water works; or increased sediment delivery to the intake. If the risks are found to be low by the registered professional based on site specific hydrologic information no further commitments are required. However, if the risk is moderate or high the holder will ensure that a hydrological assessment is conducted by a QRP. This assessment would include components such as creek morphology, GIS analysis, analysis of cumulative effects, hydrological risks of proposed development, hazard mitigation, drainage plan and an overview of the watershed.

Visual Quality Objectives (VQO); See Section 5.1.1.8 and Section 5.1.2.10;

The KBHLOP was first implemented and was the guiding document which mandated license holders to manage for visual resources. A Government Action Regulation (GAR) was then implemented in December 2005 which replaced the KBHLOP in December 2005 (see Order for the Establishment of Visual Quality Objectives and Scenic Area for the Arrow Boundary Forest District and Arrow Boundary Forest District Visual Quality Objectives December 31, 2005 Map). The GAR now indicates where license holders are to manage VQOs and the FPPR was then implemented to dictate how to manage the areas identified within the GAR.

The categories of visually altered forest landscape are noted below each according to the extent of alteration resulting from the size, shape and location of cut blocks and roads.

Preservation (P): consisting of an altered forest landscape in which the alteration, when assessed from a significant public viewpoint, is;

- very small in scale, and
- not easily distinguishable from the pre-harvest landscape;

Retention (R): consisting of an altered forest landscape in which the alteration, when assessed from a significant public viewpoint, is;

- · difficult to see,
- small in scale, and
- natural in appearance.

Partial Retention (PR): consisting of an altered forest landscape in which the alteration, when assessed from a significant public viewpoint, is;

- easy to see,
- small to medium scale, and
- natural and not rectilinear or geometric in shape.

Modification (M): consisting of an altered forest landscape in which the alteration, when

Page 4 of 8

assessed from a significant public viewpoint, is;

- is very easy to see, and
- large in scale and natural in its appearance, or
- small to medium in scale but with some angular characteristics.

Maximum Modification (MM): consisting of an altered forest landscape in which the alteration, when assessed from a significant public viewpoint,

- is very easy to see, and
- is very large in scale, rectilinear and geometric in shape, or both.

Recreational Resources; See Section 5.1.5;

In an effort to minimize impacts to recreation sites or recreational trails, Interfor will develop operational plans consistent with the management strategies established for the sites or trails. Harvesting within an interpretive forest sites, or recreation trail will not occur unless it is approved by the Recreation Officer of FLNRO or the District Manager. Activities will take place during periods of low recreational use, where practicable as determined through consultation with a Recreation Officer.

Harvesting within 100m of the legal sections of the Dewdney Trail centerline will be limited to an amount that in the opinion of the District Manager, is necessary to address damage caused by fire, insects and other forest health factors. District Manager approval is required prior to harvesting or road construction within 100m of the Dewdney Trail.

Stocking Standards; See Section 7 and Appendix A in the Draft FSP;

At this present time Interfor proposes to use the default standards for the Forest Development Units.

Knowing the process that Interfor has committed to in the draft FSP should create a better understanding for when the Development Proposals (ie. cut blocks and roads) are reviewed.

Generally, development referrals are the most meaningful form of public engagement as it allows stakeholders to see directly the blocks, roads and other site specific details that may affect community interests.

ADVISORY PLANNING COMMISSION COMMENTS

The report was reviewed by each of the following Advisory Planning Commissions. The following is a summary of their comments and recommendations.

Page 5 of 8

Electoral Area 'C'/Christina Lake Advisory Planning Commission

"It was moved, seconded and resolved that the Electoral Area 'C'/Christina Lake APC recommends to the Regional District that the subject referral, be supported."

Electoral Area 'D'/Rural Grand Forks Advisory Planning Commission

"It was moved and seconded that the Electoral Area 'D'/Rural Grand Forks APC receive the document and provide the following comment;

- While the document was difficult to understand for lay people, we do appreciate its thoroughness."
- The APC would like to see the Operational Plan when operations actually begin in our area."

Electoral Area 'E'/ West Boundary Advisory Planning Commission

The APC noted concerns about implementation, monitoring and review timelines for forest stewardship plans and development proposals. These general concerns are spoken about in more detail within the recommendation they provided below.

"It was moved, seconded and resolved that the Electoral Area 'E'/ West Boundary APC recommends to the Regional District that the subject referral be supported with the following conditions:

- Adequate time be provided for any review including any application for a cutting permit.
- Post signs of cutting areas so that public viewing is possible to ensure compliance with applicable regulations and commitments including not harvesting within recreation area and meeting approved appropriate Visual Quality Objectives.
- Recommend that all new roads/skidtrails be permanently deactivated within a year of the completion of harvesting.
- Recommend that the commitment not to harvest within 100 m of the centerline of the Dewdney Trail be extended to include rail trails.
- Extend the commitment not to cause harmful matter be deposited or transported to water diverted for human consumption to all recreational site areas.
- Recommend that local experts on grass seeds be contacted to use grass seed
 mixtures ideal for those areas to be reseeded rather than just one brand
 name seed mixture. In addition, there should be replanting of trees as much
 as possible not just reseeding."

Big White Advisory Planning Commission

"It was moved, seconded and resolved that the Big White APC receives the document and provides the following recommendations;

Page 6 of 8

- 100' buffer from any Federal, Provincial or Municipal registered trail system. Interfor should coordinate with trail committees and set contracts to reclaim logging roads.
- When cruising is done measurements near lakes and ponds should be from high water mark, not low water in August for example.
- Monitoring of forest practices should be a priority for Interfor.
- More time required to try and digest this document which is of a highly specialized nature."

PLANNING AND DEVELOPMENT DEPARTMENT FOLLOW UP

The issues of road construction, riparian areas, wetland and environmental impact raised by the APC's are regulated by the *Forests Range and Practices Act* and *Forests Range and Practices Regulation*. The forest development proposals will all be on Crown land, which the Regional District has no authority over.

Similar responses were received from the Advisory Planning Commissions regarding implementation and monitoring for a prior development referral reviewed by the RDKB. BC Timber Sales staff provided the following comment;

"The Practice of Forestry is regulated by the BC Association of Forest Professionals (ABCFP). This is similar to the practice of Engineering which is regulated by the Association of Professional Engineers and Geoscientists of BC (APEGBC). This means that Registered Professional Foresters (RPF) and Certified Forest Technicians (CFT) plan, design and monitor compliance with legislation and regulation. Periodic internal and external audits are done to ensure compliance. The Forest Practices Board conducts periodic audits throughout the Province."

BACKGROUND INFORMATION

Electoral Area 'C'/Christina Lake and Interfor License Areas Map

Electoral Area 'D'/Rural Grand Forks and Interfor License Areas Map

Electoral Area 'E'/ West Boundary and Interfor License Areas Map

Big White and Interfor License Areas Map

Kootenay Boundary Higher Level Order Plan (KBHLOP)

Order for the Establishment of Visual Quality Objectives and Scenic Area for the Arrow Boundary Forest District

Arrow Boundary Forest District Visual Quality Objectives December 31, 2005 Map

Draft 2017-2022 Interfor Forest Stewardship Plan

Overview Arrow-Boundary Forest Development Units Map

Arrow Boundary Forest Development Unit Map

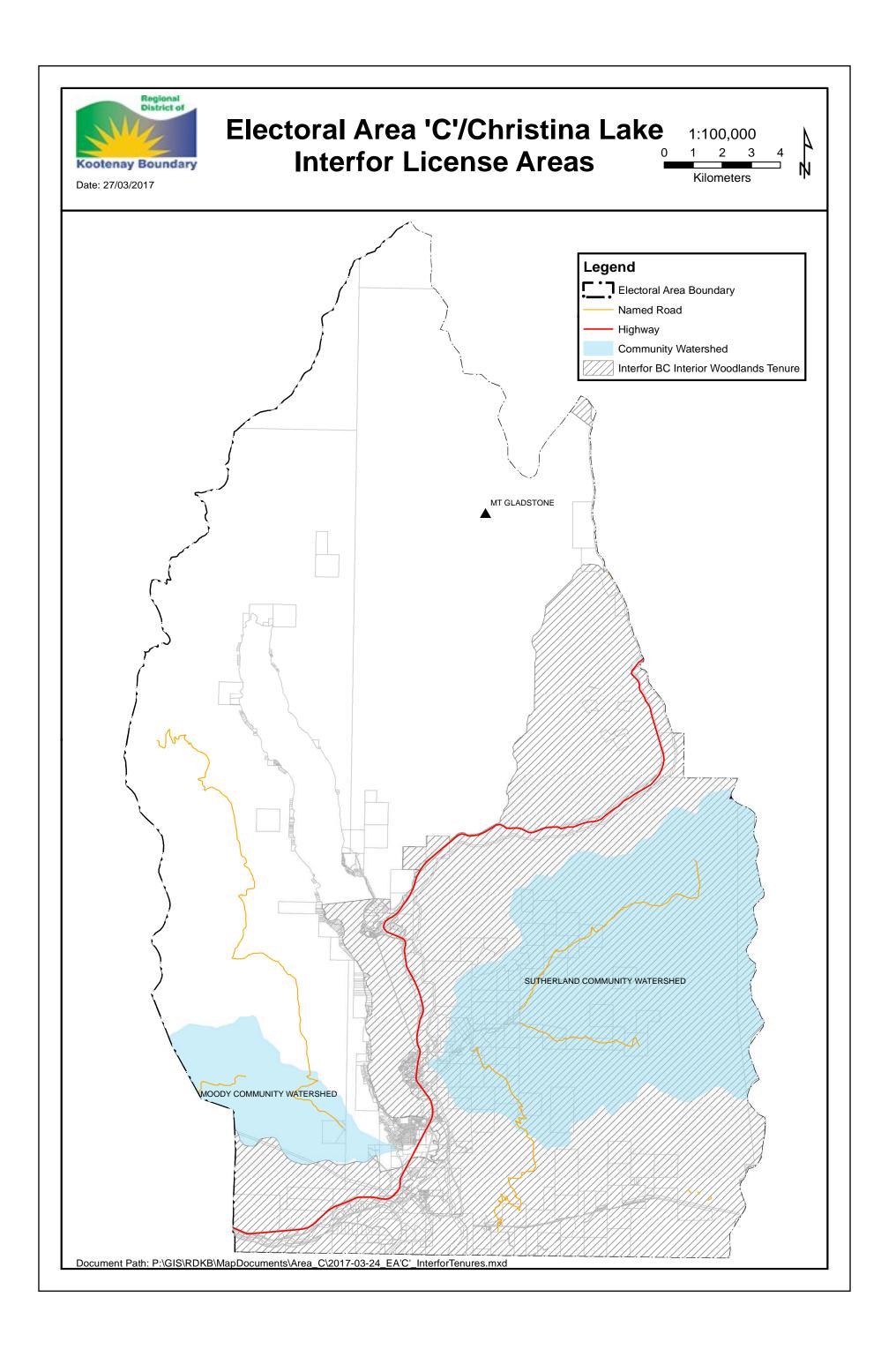
Boundary Forest Development Unit Map

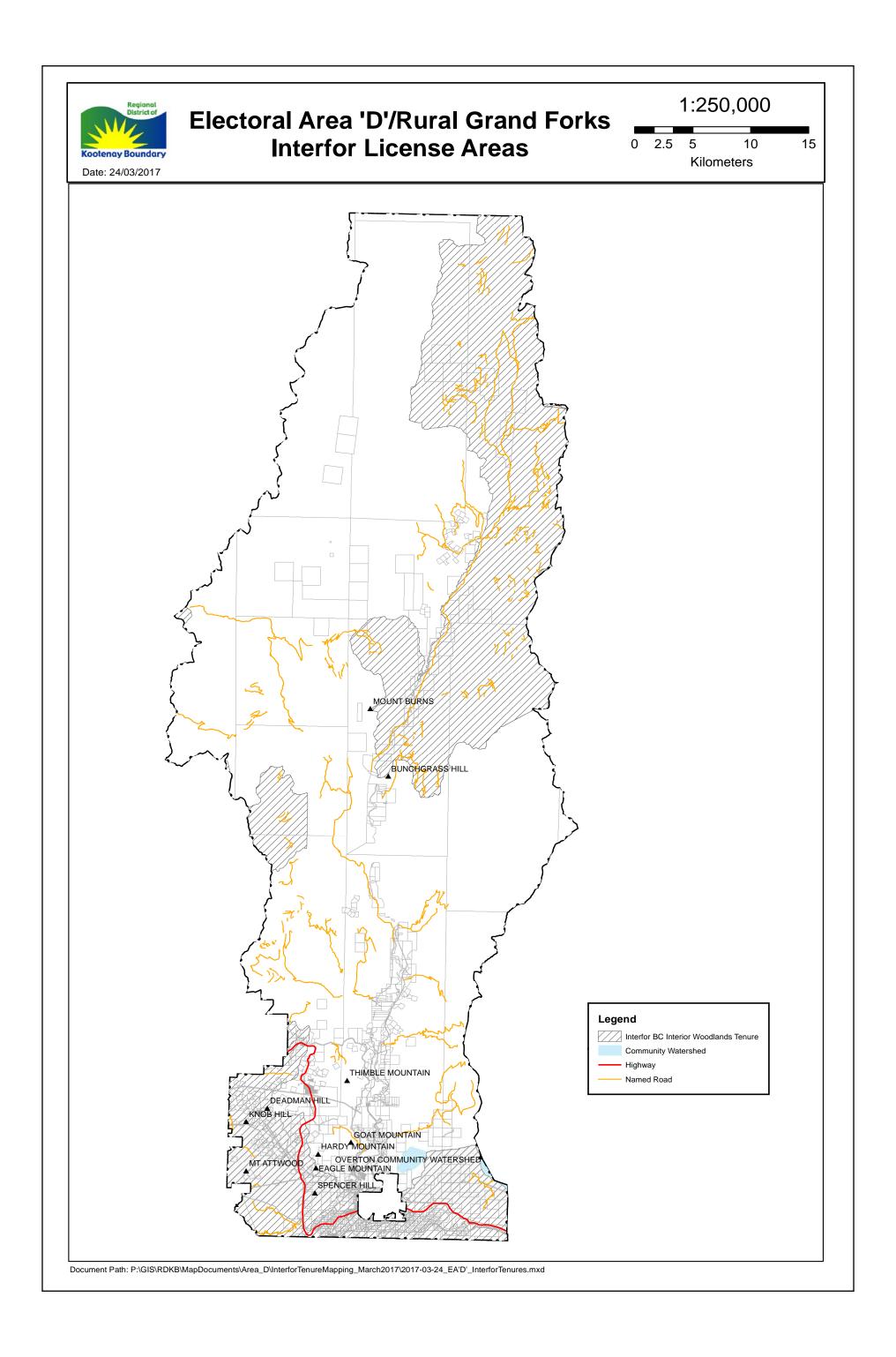
RECOMMENDATION

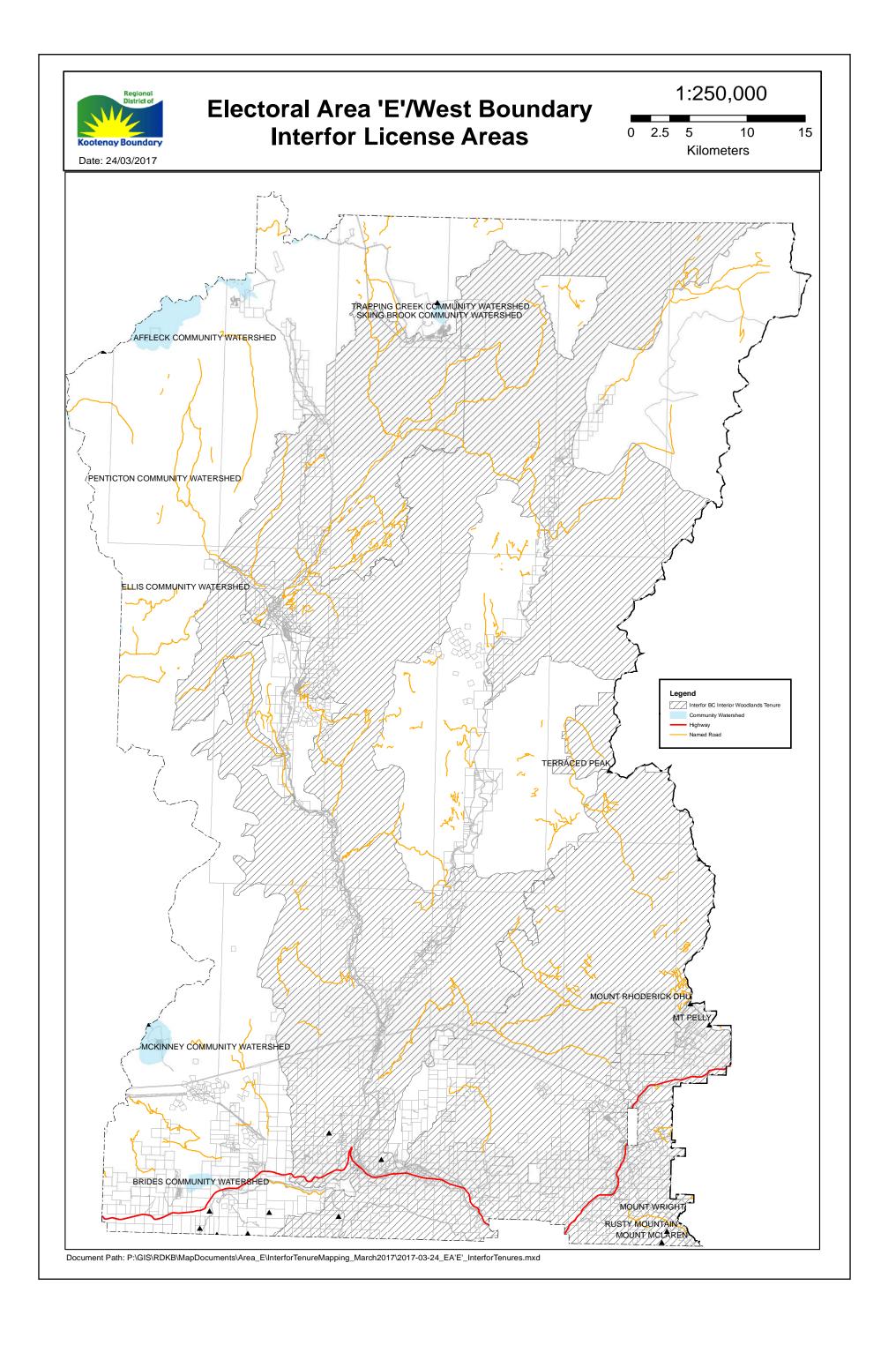
That the Regional District of Kootenay Boundary Board of Directors advise staff to forward this staff report 'Interfor Forest Stewardship Plan Draft 2017-2022' along with

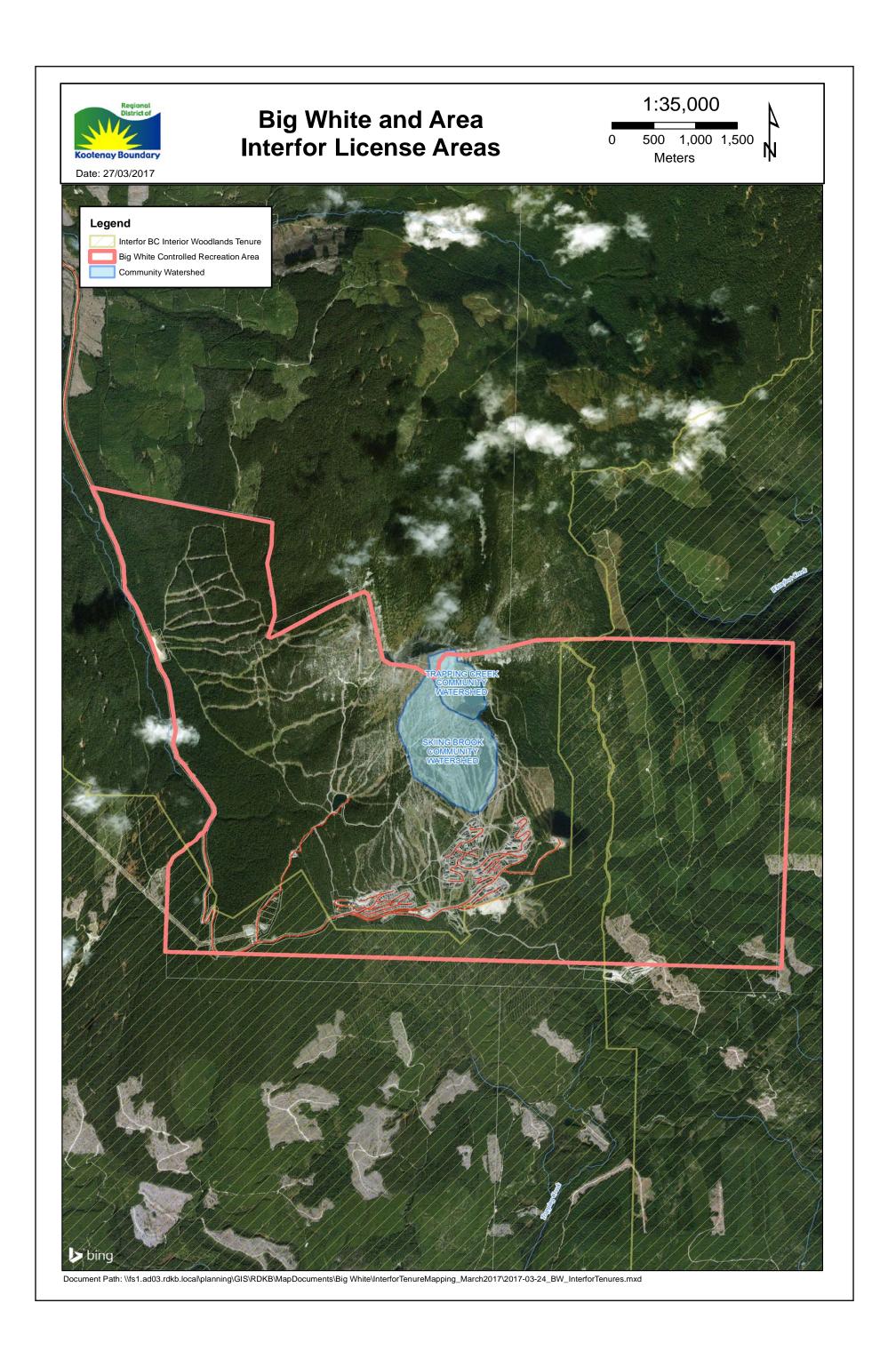
Page 7 of 8











KOOTENAY-BOUNDARY HIGHER LEVEL PLAN ORDER

ORDER ESTABLISHING RESOURCE MANAGEMENT ZONES
AND RESOURCE MANAGEMENT ZONE OBJECTIVES
WITHIN THE AREA COVERED BY THE KOOTENAY-BOUNDARY LAND USE PLAN
AS A HIGHER LEVEL PLAN PURSUANT TO
SECTIONS 3(1), 3(2), AND 9.1 OF THE

FOREST PRACTICES CODE OF BRITISH COLUMBIA ACT (THE ACT)

PREAMBLE

The Kootenay-Boundary Higher Level Plan Order is being revised to reflect the required balance of social, economic and environmental values and is consistent with a request by the citizens of the Kootenay-Boundary region. These changes to the Kootenay-Boundary Higher Level Plan Order should be viewed as transitional, and are consistent with government's work on the Results Based Code, the Forest Investment Vote processes and the new land use planning initiatives being developed by the Ministry of Sustainable Resource Management.

This Kootenay-Boundary Higher Level Plan Order establishes new Resource Management Zones and Objectives and cancels the previous Kootenay-Boundary Higher Level Plan Order dated January 31, 2001.

Statutory decision-makers (SDMs) exercise their statutory authority within a recognised legislative framework. Within this framework, SDMs are legally obligated to ensure that decisions they make, such as the approval of a forest development plan (FDP), are consistent with all relevant legislation (including regulations), binding policy (such as chief forester's direction), and an approved higher level plan order. In addition, SDMs, under Section 41(1)(b) of the *Forest Practices Code of British Columbia Act*, are obligated to ensure that any proposed FDP will adequately "...manage and conserve the forest resource..." before they can legally approve it. In determining whether a proposed FDP will adequately manage and conserve the forest resource, SDMs must exercise independent judgement in regard to what information to consider and how to consider it. In this regard, no person has authority to direct, require or demand that SDMs consider any specific information, beyond what is legally required.

Government has established a goal of maintaining full access outside of protected areas for subsurface resource exploration and development. Consequently, the objectives established by this higher level plan order are not intended to have an impact on the permitting of subsurface resource exploration and development. Furthermore, this higher level plan order does not restrict the authority of the Chief Inspector of Mines to approve the issuance of a Special Use Permit under the Act to the holder of a mineral title, the owner of a Crown granted 2 post claim, or a coal licensee, for the construction of appropriate access to the area of that mineral title, Crown granted 2 post claim, or coal licence.

PART 1

Establishment of Resource Management Zones

This Kootenay-Boundary Higher Level Plan establishes new Resource Management Zones and cancels the previous Kootenay-Boundary Higher Level Plan dated January 31, 2001. Pursuant to Section 3(1) of the Act, the following zones as presented on Map 1.0 (attached) are established as Resource Management Zones (RMZs):

- **A** Arrow Resource Management Zone;
- **B** Boundary Resource Management Zone;
- C Cranbrook Resource Management Zone;
- **D** Golden Resource Management Zone;
- E Invermere Resource Management Zone; and
- **F** Kootenay Lake Resource Management Zone.

PART 2

Resource Management Zone Objectives

This Kootenay-Boundary Higher Level Plan establishes new Resource Management Objectives and cancels the previous Kootenay-Boundary Higher Level Plan dated January 31, 2001. Pursuant to Section 3(2) of the Act, objectives 1 to 10 in Part 2 of this order are established effective October 1, 2002, as Resource Management Zone objectives for the RMZs established above. In regards to Section 10 of the *Forest Practices Code of British Columbia* act, forest development plans submitted after October 26, 2002 for district manager's approval or given affect by the district manager, must be consistent with new Resource Management Objectives.

The following objectives do not affect operational plans required for construction of trails or roads, or for other exploration, development, and production activities when these activities have been authorized for purposes of subsurface resource exploration, development, or production by the *Mineral Tenure Act*, the *Coal Act*, the *Mines Act*, the *Petroleum and Natural Gas Act*, the *Pipeline Act*, or the *Geothermal Resources Act*.

Definitions in the Act, Regulations, Forest Practices Code Guidebooks as well as the definitions, processes and procedures in the Landscape Unit Planning Guide at the time this order takes effect or as amended from time to time apply, unless otherwise noted in this higher level plan order.

Implementation of this higher level plan order is highly dependent upon technical inventory. The inventories are continually updated to incorporate new information and improve the level of accuracy. New information will be utilized as soon as practicable, for example, for meeting the targets referred to in this higher level plan order.^a

1. Biodiversity Emphasis:

To contribute to the conservation of biodiversity, biodiversity emphasis is assigned to each landscape unit defined on Map 1.1 as outlined on Map 1.1.

It is expected that landscape unit planning will set procedures on how consistency between higher level plan percent targets and landscape unit plan area targets is to occur. It is anticipated that the procedures will address the need for periodic assessment and revision of landscape unit plan area targets.

2. Old and Mature Forest:

(1) To contribute to the conservation of biodiversity, maintain mature forests in those areas identified in objective 2 (2) and old forests to the level indicated in Tables 2.1 through 2.4 to all landscape units and associated biodiversity emphasis as defined in objective 1. Mature and old forests are defined in Table 2.6.

Table 2.1. Seral stage distribution for Natural Disturbance Type (NDT) 1 (percentage of forest area within the biogeoclimatic unit of each landscape unit)

Biogeoclimatic unit			Sera	l stage		
	Mature + Old Ol					
	Γ_p	\mathbf{I}^{c}	\boldsymbol{H}^{d}	$L^{b,e}$	\mathbf{I}^{c}	$\boldsymbol{H}^{\boldsymbol{d}}$
ICH^f	>17	>34	>51	>4.3	>13	>19
ESSF ^g	>19	>36	>54	>6.3	>19	>28

Table 2.2. Seral stage distribution for NDT 2 (percentage of forest area within the biogeoclimatic unit of each landscape unit)

Biogeoclimatic unit			Seral	stage		
					Old	
Mature + Old						
	L^{b}	\mathbf{I}^{c}	$\boldsymbol{H}^{\boldsymbol{d}}$	L b, e	I c	H^{d}
ICH ^f	>15	>31	>46	>3	>9	>13
$ESSF^g$	>14	>28	>42	>3	>9	>13

L =Low Biodiversity Emphasis

c I = Intermediate Biodiversity Emphasis

d H=High Biodiversity Emphasis

Tables 2.1 to 2.4 show the targets employing 2/3 draw-down for the "Old" seral stage component in low biodiversity emphasis. As per the Landscape Unit Planning Guidebook, a recruitment strategy must be developed that describes how to meet the full target. The full target will be achieved by the end of the third rotation.

ICH = Interior Cedar Hemlock

ESSF = Englemann Spruce – Subalpine Fir

MS = Montane Spruce

IDF = Interior Douglas Fir

PP = Ponderosa Pine

Table 2.3. Seral stage distribution for NDT 3 (percentage of forest area within the biogeoclimatic unit of each landscape unit).

Biogeoclimatic unit	Seral stage						
	Old						
	M	lature + C	Old				
	Γ_p	\mathbf{I}^{c}	\mathbf{H}^{d}	$L^{b,e}$	\mathbf{I}^{c}	\mathbf{H}^{d}	
MS ^h	>14	>26	>39	>4.7	>14	>21	
$ESSF^{g}$	>14	>23	>34	>4.7	>14	>21	
ICH^{f}	>14	>23	>34	>4.7	>14	>21	

Table
2.4. Seral
stage
distributi
on for
NDT 4
(percenta
ge of

forest area

within the biogeoclimatic unit of each landscape unit)

Biogeoclimatic unit	Seral stage							
	Old							
	Ma	ıture + Ol	ld					
	L^{b}	\mathbf{I}^{c}	\mathbf{H}^{d}	$L^{b,e}$	\mathbf{I}^{c}	H^d		
ICH ^f	>17	>34	>51	>4.3	>13	>19		
$\mathrm{IDF}^{\mathrm{I}}$	>17	>34	>51	>4.3	>13	>19		
PP^{j}	>17	>34	>51	>4.3	>13	>19		

(2) Mature forests will be managed in the following areas (as defined in Table 2.5):

Table 2.5. Areas to be managed for Mature forest targets

RMZ	Landscape Unit	BEC subzone/	BEO
		variant	
Arrow			
	N501 Sheep Creek	ICH dw	Intermediate
	N504 Pend' Oreille	ICH dw	Intermediate
	N505 Stagleap	ICH dw	Intermediate
	N508 Blueberry	ICH dw	Intermediate
	N509 Dog	ICH dw	Intermediate
	N511 Cayuse	ICH dw	Intermediate
	N513 Pedro	ICH dw	Intermediate
	N514 Perry	ICH dw	Intermediate
	N518 Gladstone	ICH dw	Intermediate
RMZ	Landscape Unit	BEC subzone/	BEO
		variant	
Arrow con't			
	N515 Lemon	ESSF wc1	High
		ESSF wc4	High
		ICH dw	High
		ICH mw2	High
	N525 Wilson	ESSF wc1	High
		ESSF wc4	High
		ICH dw	High
		ICH mw2	High
		ICH wk1	High

	N528 Kuskanax	ESSF wc1	High
		ESSF wc4	High
	N529 Halfway	ESSF wc1	High
		ESSF wc4	High
	N530 Trout	ESSF wc1	High
		ESSF wc4	High
		ICH mw2	High
		ICH vk1	High
		ICH wk1	High
Boundary	7107 11	7007	***
	B10 Burrell	ESSF wc4	High
		7007 1 1	***
	B11 Rendell	ESSF dc1	High
Cranbrook	GOOD AL	FRAF	YY' 1
	C02 Perry/Moyie	ESSF wm	High
	G0.4	EGGE	TT: 1
	C04	ESSF wm	High
	Hellroaring/Meachen		
	C00 V-1-1- P:	ECCE	T
	C09 Yahk River	ESSF wm ICHmk1	Low
	C14 W' D:		Low
	C14 Wigwam River	ESSF dk	High
		MS dk	High
	GIST 1 1 DI I	YOYY 1.1	xx: 1
	C15 Lodgepole/Bighorn	ICH mk1	High
		MS dk	High
	CIOE (FI 4	14C II	T . 11 .
	C18 East Flathead	MS dk	Intermediate
	C22 Hanne Ell-	MC II-	T., t., 1'., t.
	C22 Upper Elk	MS dk	Intermediate
		ESSF dk	Intermediate
	C22 W. + EII	EGGE II	TT' 1
C 11	C23 West Elk	ESSF dk	High
Golden	G1	EGGE 2	TT' 1
	G1	ESSF wc2 ICH wk1	High
		ICH WKI	High
	C6	ECCE2	III: als
	G6	ESSF wc2 ICH mw1	High
		ICH mw1 ICH wk1	High
		ICH WKI	High
	G12	ESSF vc	High
	G12	ESSF vc ESSF wc2	High
		ICH wk1	High
		ICH WKI	111811
	G13	ESSF vc	High
	UIS	ESSF vc ESSF wc2	High
		ESSF wc2	High
		ICH mw1	High
		ICH IIIW1	High
		ICII WKI	THEIL
	G24	ESSF wm	High
	J24	ICH mw1	High
		TCII IIIW I	111g11
	G26	MS dk	High
	G20	AD CIVI	riigii

	C27	ECCE 41-	TT: -1.
	G27	ESSF dk	High
¥		MS dk	High
Invermere			
	I01 Findlay	ESSF dk	High
	·		
	I02 Buhl/Bradford	ESSF dk	High
		MS dk	High
	****	7007 #	***
	I11 Kootenay	ESSF dk	High
		MS dk	High
	I16 Jumbo	ESSF dk	High
	110 Juliloo	ESSF wm	High
		MS dk	High
		WID UK	Ingn
	I17 Goldie	ESSF dk	High
		MS dk	High
	I19 Fenwick	MS dk	Intermediate
	120 D II.	3.4C II	T
	I20 Palliser	MS dk	Intermediate
	I22 Albert	ESSF dk	High
	122 Albert	MS dk	High
		WID GR	THSH
	I24 Pedley	MS dk	Intermediate
Kootenay Lake			
	K05 Kid Creek	ICH dw	Intermediate
	K06 Goat River	ICH dw	Intermediate
	K08 Gray Creek	ICH dw	Intermediate
	K10 West Arm	ICH dw	Intermediate
	K12 Kaslo River	ICH dw	Intermediate
RMZ	Landscape Unit	BEC subzone/ Variant	BEO
Kootenay Lake		variant	
con't			
	K25 Duck Lake	ICH dw	Intermediate
	K17 Goat Range	ESSF wc4	High
	1X1 / Goat Range	ICH mw2	High
		ICH wk1	High
			8**
	K18 Lardeau River	ESSF wc4	High
		ICH mw2	High
		ICH wk1	High
	K23 Westfall Creek	ICH wk1	High

(3) Old and mature forests will be maintained at the subzone/variant level within the landscape units defined in objective 1.

- (4) In the MS^h and IDFⁱ biogeoclimatic units, mature seral Lodgepole pine stands may be substituted for old seral Lodgepole pine stands where a forest health strategy for managing mountain pine beetle is in place which indicates that harvesting the stand is necessary to reduce the risk of epidemic losses from beetles. In the MS^h and IDFⁱ biogeoclimatic units, younger seral Lodgepole pine stands (minimum age 61 years) may be substituted for mature Lodgepole pine stands where a forest health strategy for managing mountain pine beetles is in place which indicates that harvesting the stand is necessary to reduce the risk of epidemic losses from mountain pine beetles.
- (5) Where recruitment is required to meet old and/or mature targets, recruitment strategies should generally be designed to achieve the targets in the shortest time frame. A registered professional forester may propose an alternate strategy provided the strategy is documented; and the strategy maintains or improves benefits for old growth conservation or it can be shown that objectives 2, 3, 5, 8, or 9 would be better met.

Definition of Mature and Old forests by NDT and Biogeoclimatic Ecosystem Classification (BEC) Unit is outlined in Table 2.6.

Table 2.6. "Mature" and "Old" forests by NDT and BEC Unit

Natural Disturbance Type	BEC unit	Mature (yrs) ^k	Old (yrs) ^k
NDT 1	ICH	>100	>250
	ESSF	>120	>250
NDT 2	ICH	>100	>250
	ESSF	>120	>250
NDT3	ICH	>100	>140
	ESSF	>120	>140
	MS	>100	>140
NDT4	ICH	>100	>250
	IDF	>100	>250
	PP	>100	>250

Where a registered professional forester determines that a forest stand has sufficient biological value to be a mature or old considering the stand age, successional status, presence of old growth attributes, size of stand (ha), the amount of human impact, dispersion/connectivity of the stand and rarity of the stand; that stand may be used in meeting the targets as opposed to solely using age.

3. Caribou:

- (1) To retain seasonal habitats for mountain caribou in order to contribute to maintaining viability of the existing subpopulations¹ according to the forest cover requirements shown in Table 3.1, within the caribou habitat areas shown on Map 3.1.
- (2) For all zones in Table 3.1, forest cover requirements are determined by applying percentages to the Crown forested landbase within mapped caribou habitat of each landscape unit. For this objective, Crown forested land base excludes Provincial

Parks, Protected Areas, Ecological Reserves and Federal Parks. The resultant forest cover area requirements are applied to slopes less than 80 percent.

Table 3.1: Caribou Habitat Requirements

Biogeoclimatic Unit	Forest Cover and Forest Practice Requirements
Subalpine Parkland	No timber harvesting
ESSF – above Caribou Line (as shown in Map 3.1) and below subalpine parkland	Maintain a minimum 70% of the forested area in age class 8 or older forests. Forested areas exclude the forest cover inventory labels alpine and alpine forest.
ESSF – below Caribou Line (as shown in Map 3.1)	Maintain 30% of the forested area in age class 8 or older. At least one-third of this 30% is to be age class 9. On an additional 20% (minimum) of the area, employ partial cutting prescriptions which maintain suitable caribou habitat attributes.
ICH – above Caribou Line (as shown in Map 3.1)	Maintain a minimum 70% of the forested area in age class 8 or older forests.
ICH – below Caribou Line (as shown in map 3.1)	Maintain a minimum of 40% of the forested area in age class 8 or older. At least a quarter of this 40% is to be age class 9.
MS	Maintain 40% of the forested area in age class 6 or older. One-quarter of this 40% is available for partial cutting prescriptions which maintain suitable habitat attributes.

4. Green-up:

- (1) To provide for more cost-effective timber harvesting based on Section 68(4) of the Operational Planning Regulation (OPR), establish the green-up height as 2.5 metres for areas adequately stocked and 3.0 metres for areas not adequately stocked, based on the criteria in the regulations, except in:
 - i. community watersheds;
 - visually sensitive areas to be defined and determined by the District Manager, Ministry of Forests (MOF), within known scenic areas as identified in objective 9;
 - iii. Enhanced Resource Development Zones Timber as identified in objective 7 and
 iv. the specified fire-maintained ecosystems as identified in objective 8(d).

5. Grizzly Bear Habitat and Connectivity Corridors:

- (1) To maintain mature and/or old forests adjacent to important grizzly bear habitat (avalanche tracks, denning sites, etc.) as shown on Map 5.1 subject to objectives 5(5) and 5(6).
- (2) Transition: Objective 5 (1) takes effect four months after mapping of important grizzly bear habitat is completed and made available.
- (3) To maintain mature and/or old forests within connectivity corridors shown on Map 5.2, for purposes of regional forest ecosystem connectivity subject to objectives 5(5) and 5(6).

- (4) Forests situated on slopes greater than 80 percent do not contribute to the connectivity component of this objective.
- (5) Where applicable, mature targets must be used to address this objective if connectivity corridors and/or grizzly bear habitat have been identified. Protected areas must first be used to reduce the mature target where available within the biogeoclimatic unit.
- (6) Old targets should be used to address this objective unless other conservation values such as protection of rare or under represented old growth forests would be adversely affected. Protected areas must first be used to reduce the old target where available within the biogeoclimatic unit.
- m Currently important grizzly bear areas have not been mapped but will be added when available.

6. Consumptive Use Streams:

- (1) To reduce the impacts of forest development on streams licensed for human consumption, apply the following stream side management provisions to S5 and S6 streams that meet the stated conditions:
 - a) Stream side management provisions:
 - i. the stream side management zone will extend from the edge of the stream channel bank or the outer edge of the active floodplain, to a minimum distance of 30 metres on each side of the stream, or to the top of the inner gorge, whichever is greater; and specific measures to safeguard water licensed for human consumption must be described for activities in the stream side management zone.
 - b) The provisions apply to:
 - the segment of a stream between the water intake which is licensed for human consumption and the upstream point where stream order is reduced and, if the intake is located on a first-order stream, the entire stream length above the intake;
 - ii. a stream on which there is a water intake which is licensed for human consumption; and
 - iii. a stream on which the location of a water intake is shown on Map 6.1. (Intakes shown are licensed for human consumption.)
 - c) The provisions do not apply where:
 - i. the stream is within the Enhanced Resource Development Zones Timber areas under objective 7 (Map 7.1); or
 - ii. it has been established that a licensed intake is not being utilized for human consumption.

7. Enhanced Resource Development Zones – Timber:

- (1) To support intensive forest management for the purpose of increasing volumes of merchantable timber and to reduce industry costs while maintaining adequate environmental stewardship Enhanced Resource Development Zones – Timber (ERDZ-T) emphasis is assigned as outlined on map 7.1.
- (2) Pursuant to Section 68(4) of the OPR, the green-up height for ERDZ-T's as shown on Map 7.1 is established as successful regeneration of cutblocks provided this is consistent with any landscape unit patch size objectives that are established for any landscape unit that incorporates the ERDZ-T.
- (3) This objective does not apply within connectivity corridors.
- (4) Where consumptive use water licences are issued within an ERDZ-T area after this order comes into effect those areas will remain ERDZ-T areas and Objective 6 will not apply.

8. Fire-Maintained Ecosystems:

To restore and maintain the ecological integrity of fire-maintained ecosystems, provide for treatments to the areas identified on Map $8.1^{\rm n}$ as shrubland, open range, open forest, and managed forest ecosystem components in NDT 4 so that:

- a) treatments will contribute to the creation of a complex, ecologically appropriate mosaic of habitats over the long term;
- b) treatments in open range and open forest will remove excess immature and understory trees and emphasize retention of the oldest and/or largest trees;
- c) both open forest and managed forest with suitable attributes will contribute to achieving mature and old targets as defined in objective 2;
- d) pursuant to Section 68(4) of the OPR, green-up height requirements will:
 - i. not apply within open forest or open range;
 - ii. as identified in objective 4, apply within managed forest outside of ERDZ-Ts;
 - iii. as identified in objective 7, apply to managed forest inside ERDZ-Ts; and
- e) the relative contribution of open forest towards biodiversity targets is not tree stocking dependent.
- n Currently fire maintained ecosystem mapping is not available but will be added when available.

9. Visuals:

To conserve the quality of views from communities, major waterways and major highways by establishing the areas identified on Map 9.1 as known scenic areas consistent with Section 1 of the OPR.

10. Social and Economic Stability:

- (1) To ensure that there are no unintended outcomes of the bringing into force objectives 1 to 9 on the social and economic stability of communities located within the area of the higher level plan, the Ministry of Sustainable Resource Management in consultation with communities, forest licensees and other interests will create thresholds for timber supply, costs and timber profiles that will initiate a review of these objectives
- (2) An assessment regarding the achievement of this objective will be undertaken by overnment staff in 2004 as part of the formal review outlined in Part 3 of this order.
- (3) Government may modify objectives prior to the 2004 review, where it is deemed that timber supply, costs and profiles have potentially unintended outcomes on communities and/or licensees.

PART 3 - Monitoring and Review

The Ministers recognize that new information will arise regarding the higher level plan order and resulting impacts. Consequently, the implementation of the higher level plan order will be monitored to assess impacts on both the environment and the economy.

As part of the monitoring process for the higher level plan order, government will establish a reference panel consisting of stakeholder representatives, and government staff. The reference panel will participate in monitoring on an ongoing basis. The First Nations will be consulted throughout the monitoring and review process.

Furthermore, it is government's intention to undertake a formal review that will:

- examine the impacts that the implementation of this higher level plan order has had on the regional environment and economy;
- examine the impacts that other factors have had on the regional environment and economy over the same period;
- examine the timber supply impacts within each timber supply area, each tree farm licence, and in woodlot licences;
- examine the impacts on timber harvesting costs and timber quality; and
- utilize information provided through spatial forest analyses to help assess trends for both economic and environmental variables.

It is intended that this formal review be undertaken in the first 6 months of 2004, with results submitted to the Ministers no later than July 1st of that year.

PART 4 – Filing the Order

This order will be filed with the Regional Manager, Nelson Forest Region and will take effect on October 26, 2002.

The Honourable Michael de Jong Minister of Forests OCT 2 6 2002

Date

The Honourable Stan Hagen

Minister of Sustainable Resource Management

DCT 2 & 2002

Date

The Honourable Richard Neufeld Minister of Energy and Mines OCT 2 6 2002

Date

Order for the Establishment of Visual Quality Objectives and Scenic Area for the Arrow Boundary Forest District

Authority to establish scenic areas has been delegated from the Minister of Agriculture and Lands to District Managers for the Ministry of Forests and Range. Therefore, pursuant to Section 7(1) of the *Government Actions Regulation* (GAR), I, Larry Peitzsche, District Manager, establish scenic areas for the Arrow TSA, TFL 23 and TFL 3 as shown on the attached map titled *Arrow Scenic Areas* and dated December 31, 2005 Scenic areas were originally made known by the district manager under the Forest Practices Code February 17, 2000. I have adjusted the line work of the original areas an now cancel and replace them with the areas on the attached map.

Pursuant to Section 7(2) of the Government Actions Regulation (GAR) (B.C. Reg. 582/2004), I, Larry Peitzsche, District Manager for the Arrow Boundary Forest District, establish visual quality objectives (VQOs) for the Arrow Boundary Forest District as shown on the attached map titled: Arrow Boundary Forest District Visual Quality Objectives, December 31, 2005. These VQOs cancel and replace the Objectives set by Government established through the Forest Planning and Practices Regulation Section 9.2 and any applicable under section 17 of the GAR.

These VQOs apply to those scenic areas established under Section 7(1) of the GAR for the Boundary TSA and TFL 8 under Order signed by the Regional Director, Integrated Land Management Bureau, and dated December 23, 2005. These VQOs also apply to those scenic areas established in this order for the Arrow TSA, TFL 23 and TFL 3 as established by myself in this Order.

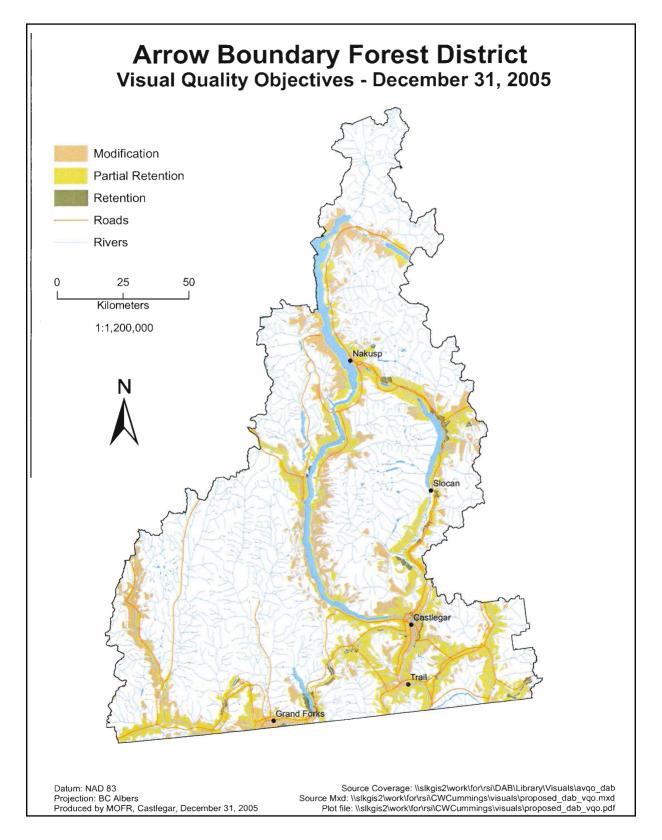
Larry A. Peitzsche District Manager

Arrow Boundary Forest District

A. Mayor

Allow Boundary Torest District

This Order made and effective the 31st day of December, 2005.



Interfor Corporation Kootenay Area

Forest Stewardship Plan



Applicable to operations of

Castlegar Woods Division and Grand Forks Woods Division
In the

Selkirk Natural Resource District
Arrow TSA, Boundary TSA
&

TFL's 3, 8 and 23

For the term of June 1, 2017 to May 31, 2022



Signature of person preparing the plan and required to prepare the plan

Preparing Forester:
Ron Palmer, RPF Forestry Superintendent
"I certify that the work described herein fulfills the standards expected of a member of the Association of BC Forest Professionals"
Date:
Signature of Person Required to Prepare the Plan
Geoff Bekker, RPF Woodlands Manager
Date:

FSP Original Version: 2017-01-09 Page 2 of 39



Table of Contents

	SIGNATURE OF PERSON PREPARING THE PLAN AND REQUIRED TO PREPARE THE PLAN	
1	INTERPRETATION	5
	DEFINITIONS	4
	DEFINITIONS UNDER THE ACTS/CHANGES IN LEGISLATION.	
	CONTEXT	
2	FOREST STEWARSHIP PLAN APPLICATION	
	APPLICATION OF THE FSP	
	THE DATE OF SUBMISSION AND COMMENCEMENT DATE OF THIS FSP.	
	TERM OF THE FSP	
3	REVIEW AND COMMENT AND FINAL SUBMISSION FOR APPROVAL	7
4	FOREST DEVELOPMENT UNITS	8
	NEW FOREST DEVELOPMENT UNITS.	
5	RESULTS OR STRATEGIES	10
	LAND USE OBJECTIVES:	10
	5.1 Kootenay Boundary HLP Order and Variances.	10
	5.1.1 Biodiversity Emphasis	10
	5.1.1.1 Old and Mature Forest	
	5.1.1.2 Caribou	
	5.1.1.4 Grizzly Bear Habitat and Connectivity Corridors	11 13
	5.1.1.5 Consumptive Use Streams	
	5.1.1.6 Enhanced Resource Development Zones (ERDZ)	13
	5.1.1.7 Fire Maintained Ecosystems	13
	5.1.1.8 Visuals	
	5.1.1.9 Social and Economic Stability	
	5.1.2 Objectives Prescribed under Section 149(1) of FRPA	14 17
	5.1.2.1 Objectives Set by Government for Timber	14
	5.1.2.3 Objectives Set by Government for Wildlife	
	5.1.2.4 Species at Risk	
	SECTION 7 NOTICES	
	5.1.2.5 Objectives Set by Government for Water, Fish, Wildlife and Biodiversity in Riparian Areas	
	5.1.2.6 Objectives Set by Government for fisheries sensitive watersheds [s. 8.1]	
	5.1.2.7 Objectives Set by Government for Water in Community Watersheds	18
	5.1.2.9 Objectives Set by Government for Wildlife and Biodiversity – Landscape Level	
	5.1.2.10 Objectives Set by Government for Visual Quality Objectives [VQOs]	
	5.1.2.11 Objectives Set by Government for Cultural Heritage Resources	
	5.1.3 Objectives established under the Government Action Regulation	
	5.1.4 Other Established Objectives	27
	5.1.5 Recreation Resources	27
6	MEASURES	29
	MEASURES FOR PREVENTING THE INTRODUCTION OR SPREAD OF INVASIVE PLANTS	29
	MEASURES TO MITIGATE THE LOSS OF NATURAL RANGE BARRIERS	30
7	STOCKING REQUIREMENTS	31

FSP Original

Version: 2017-01-09

Page 3 of 39



Q	DEFEDENCES	22
	STOCKING STANDARDS	31
	GENERAL STANDARDS FOR REGENERATION DATE, FREE GROWING HEIGHT AND STOCKING	31
	BASIS (FPPA S.44(1)) OR ACROSS BLOCKS (FPPR SS.45(1) AND (2))	31
	SITUATIONS OR CIRCUMSTANCES THAT DETERMINE WHETHER FREE GROWING IS ASSESSED	N A BLOCK

Table of Appendices

APPENDIX	TITLE
A	STOCKING STANDARDS- ARROW AND BOUNDARY TSA, TFL 3, 8, AND
	23
В	FSP AMENDMENT LEDGER
C	REVIEW AND COMMENT PACKAGE FOR FINAL SUBMISSION FOR APPROVAL
D	SUPPORT DOCUMENT FOR FINAL SUBMISSION FOR APPROVAL
E	CUTTING/ROAD PERMITS IN EFFECT ON SUBMISSION DATE
F	LIST OF FDU MAPS

List of Tables

Table	Subject	Location
1	Cutting Permits in effect on	Appendix E
	submission date	
2	Road Permits in effect on	Appendix E
	submission date	
3	Summary of FDU Maps	Appendix F

FSP Original Version: 2017-01-09 Page 4 of 39



1 INTERPRETATION

Definitions

In this Forest Stewardship Plan [FSP]:

"BEC" means Biogeoclimatic System of Classification.

"Consistent" means in agreement with or compatible with.

"DDM" means the Delegated Decision Maker who has been granted authority by the Minister of Forests, Lands and Natural Resource Operations to adjudicate FSPs.

"FDU" means a forest development unit under this FSP and as defined in the Act.

"FPPR" means the Forest Planning and Practices Regulation,

"FRPA" means the Forest and Range Practices Act

"FRPA Value" means one or more of the following:

- (a) soils
- (b) visual quality
- (c) timber
- (d) forage and associated plant communities
- (e) water
- (f) fish
- (g) wildlife
- (h) biodiversity
- (i) recreation resources
- (j) resource features
- (k) cultural heritage resources

"FSP" means this Forest Stewardship Plan.

"FSR" means Forest Service Road

"GAR" means Government Action Regulation

"KBHLPO or HLPO or The Order" means the Kootenay Boundary Higher Level Plan Order effective Oct 2002 and the subsequent variances to the Order relevant to this FSP.

"LU" means landscape unit as established in the KBHLPO.

"Minister" means the Minister responsible for the Forest Act or such other person as the Minister may delegate;

"Old Growth Management Area (OGMA)" means an area identified as a result of a higher level plan or biodiversity strategy for the purpose of spatially identifying, managing and maintaining structural old growth attributes.

"Qualified Professional" (QP) means a person deemed by Interfor to be qualified, in terms of appropriate levels of education, training, and experience (skill sets), to conduct the activities described. Where the activities fall within the scope of practice of members of a professional regulatory body this person will be a Qualified Registered Professional.

FSP Original Version: 2017-01-09 Page 5 of 39



"Qualified Registered Professional" (QRP) means a person who:

(a) is deemed qualified, in terms of a combination of skills, education, training and experience to carry out the activity; and

(b) is a member of, or licensed by, a regulatory body in British Columbia that has the legislated authority to regulate its members' performance of the activity.

"POD" means Point of Diversion as licensed under the Water Act.

"Safety hazard" means situations and circumstances the holder determines are hazardous to workers or the general public based on WorkSafe BC regulations and policies including but not limited to danger trees (snags), inadequate visibility, falling objects, steep slopes, etc.

"the Act" means the Forest and Range Practices Act.

"VQO" means a legally established objective for a legally established scenic area.

"WHA" means a legally established Wildlife Habitat Area.

Definitions under the Acts/Changes in Legislation

Unless otherwise expressly indicated, or indicated by context, terms used in this FSP have the definition given them, in FRPA and the *Forest Act* and the regulations under them.

If legislation referred to in this FSP is renamed or renumbered, the reference in this FSP is to be construed as a reference to the provision as renamed or renumbered, as the case may be.

Context

In this FSP, the singular includes the plural and the plural includes the singular, unless the context indicates otherwise.

Unless otherwise expressly indicated, or indicated by context, terms used in this FSP have the definition given them, as of the Date of Submission, in FRPA and its regulations and the Forest Act and its regulations

2 FOREST STEWARSHIP PLAN APPLICATION

Application of the FSP

- This FSP applies to Interfor's license areas. These include FL A20192, FL A94220, FL A18969, TFL 3, TFL 8, and TFL 23.
- This FSP applies to each Cutting Permit and Road Permit issued or granted to the license holder after the FSP commences and with the approved FDU's for each license listed above.
- If an objective for which a result or strategy is included under this FSP is cancelled, the
 result or strategy under this FSP pertaining to that objective is no longer applicable
 effective the date of cancellation of the objective.

FSP Original Version: 2017-01-09 Page 6 of 39



> The provisions of this FSP do not apply to the extent necessary to allow the Holder of this FSP and its employees, servants, agents, contractors and subcontractors to carry out fire control or suppression in accordance with an enactment.

The date of submission and commencement date of this FSP.

The date of final submission of this FSP is March 21, 2017.

The commencement date of this FSP is: effective immediately once this plan receives District Manager Approval.

Term of the FSP.

The term of this FSP will be 5 years beginning on the commencement date.

3 REVIEW AND COMMENT AND FINAL SUBMISSION FOR APPROVAL

Forest Stewardship Plan:

The Review and Comment version of this FSP was submitted to the District Manager of the Selkirk Natural Resource District on ______. The Review and Comment period was for 60 days, commencing January 20, 2017 and ending March 21, 2017.

The Final Submission was submitted to the District Manager of the Selkirk Natural Resource District on______. To assist in final approval, a review and comment package is provided in Appendix C. Appendix C contains:

- 1. a copy of the notice published under section 20 FPPR,
- 2. a list of individuals, organizations, First Nations that were advised of the opportunity to provide comment on the plan under section 21 of the FPPR,
- 3. a copy of the letters sent to those persons identified in 2 above,
- a description of the efforts made to meet with First Nations groups affected by this FSP under section 21 (1) (d) FPPR including a copy of each written comment received and Interfor responses made thereto,
- 5. a copy of the letters received from other individuals, organizations or stakeholders referred to in 2 above, including responses made under section 21 of the FPPR and
- a description of the Summary of Changes made to the plan as a result of the comments received under section 21 of the FPPR.

Maps are currently not available on a website. Interfor has asked any interested parties to visit one of our offices or send an email request in order to review maps showing planned activities. Interfor does however support an effort to create a Kootenay Boundary District website which will display road and cutblock information. It is our expectation that this website will be developed in 2017.

Forest Development Referrals:

The licence holder is committed to continual information sharing and will refer all forest development plans (ie: roads and cutblocks) to potentially affected First Nations and stakeholders whose rights may be affected.

A written notification of planned forest development will be referred to potentially affected stakeholders. The written notice will provide First Nations and stakeholders with a minimum 30 day review and comment period prior to cutting permit application. The notice may be reduced to 10

FSP Original Version: 2017-01-09 Page 7 of 39



days if timber is dead, infested with pests or otherwise damaged; and must be harvested expeditiously to prevent spread of pests or declining timber value due to deterioration of quality.

4 FOREST DEVELOPMENT UNITS

New Forest Development Units

The following table lists existing forest development units that are new to the FSP.

Table 2 FOREST DEVELOPMENT UNITS

FDU Name	FDU Number	Landscape Units
Boundary	1	B01 - B11
Arrow	2	N501 - N531

The FDU's cover our Interfor license areas. These include FL A20192, FL A94220, FL A18969, TFL 3, TFL 8, and TFL 23. In addition, the FDU's cover the remaining area in the Arrow and Boundary Timber Supply Areas.

Exclusions to the FDU's are any Woodlot Licenses, Community Forests, Private Land, and Provincial Parks.

Rationale:

The above 2 FDUs have been created to encompass LUs where Interfor's existing Chart areas lie plus some adjacent LUs or parts thereof. The rationale for FDUs extending outside of operating area, is to provide for flexibility as a result of a potential change in agreed to chart areas. An operating area review may happen within the term of this FSP. Another reason is the potential for logical planning units to overlap into adjacent chart areas. In this case, the holder will enter into consultation with, and provide a referral to, the respective licence or agreement holder in advance.

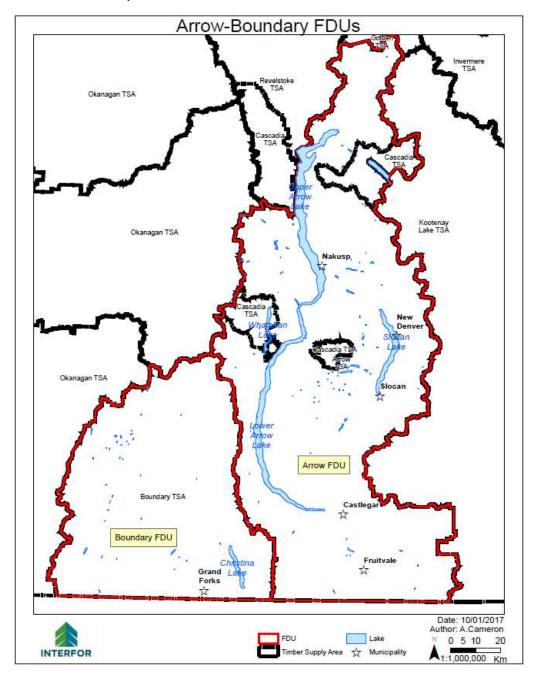
Items Identified in FDUs

The FDU maps listed in Appendix F show the designations and other areas listed in FPPR section 14(3) that were in effect 4 months before the FSP was submitted for approval.

FSP Original Version: 2017-01-09 Page 8 of 39



4.1 Overview Map



FSP Original Version: 2017-01-09 Page 9 of 39

5 RESULTS OR STRATEGIES

Land Use Objectives:

5.1 Kootenay Boundary HLP Order and Variances.

As allowed under Section 25.1 of the Forest Planning and Practices Regulation, the holder will utilize the objectives as set out in the KBHLPO and its associated variances as the intended results or strategies for objectives set by government where the KBHLPO objective contains measurable or verifiable processes and outcomes. Where there is a conflict between the KBHLPO and objectives set by the Forest and Range Practices Act and its regulations, the KBHLPO objectives and strategies will prevail to the extent of the discrepancy.

5.1.1 Biodiversity Emphasis

Objective: To contribute to the conservation of biodiversity, through the assignment of biodiversity emphasis to each landscape unit.

Legal reference: Objective 1 of the KBHLPO

FDU	Results and/ or Strategies
all	
	A] If the holder of this FSP harvests timber or constructs a road in the FDUs indicated, the
	holder will be consistent with the biological emphasis assigned in objective 1 of the KBHLPO
	and referenced in subsequent KBHLPO objectives.

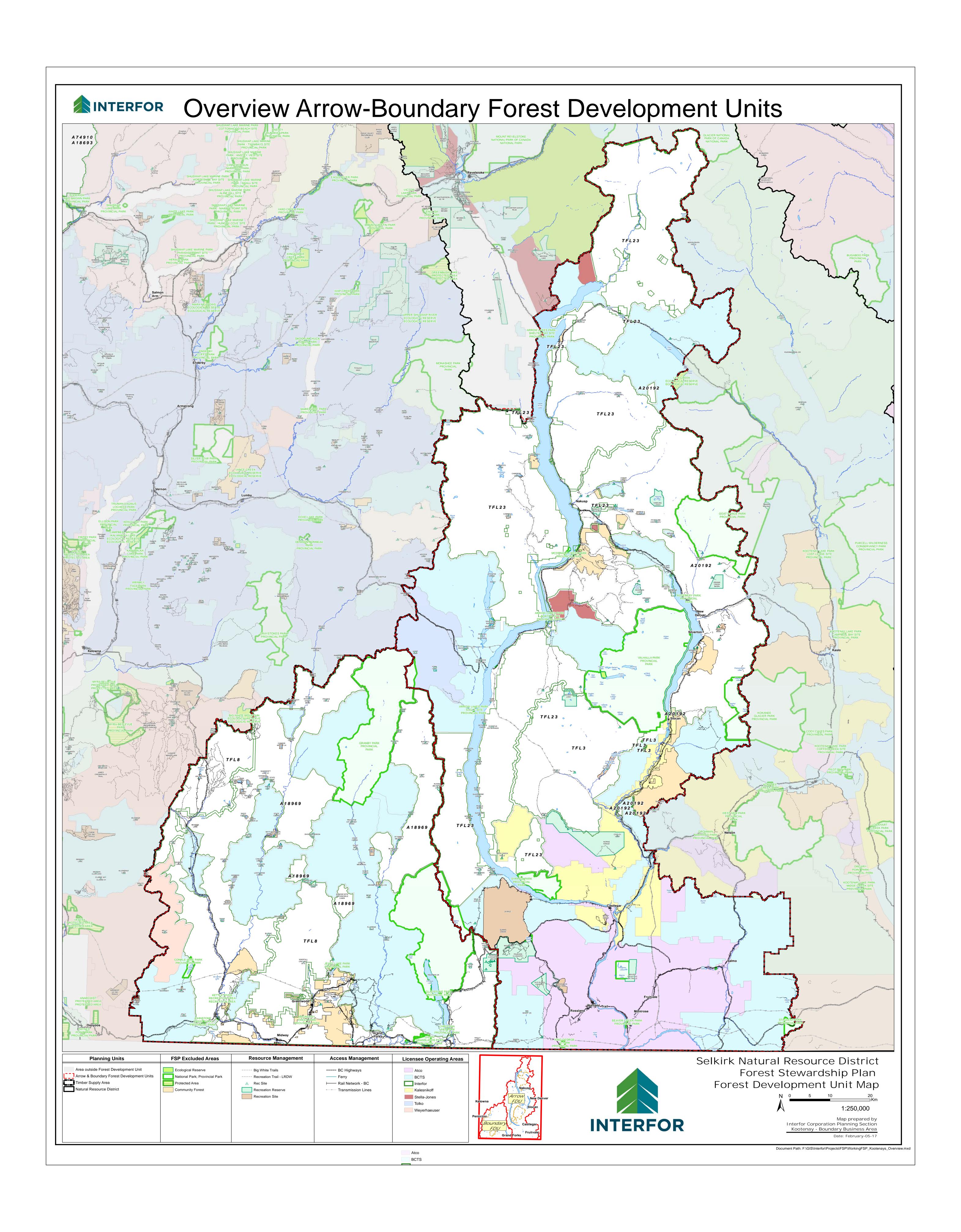
5.1.1.1 Old and Mature Forest

Objective: To maintain mature forests and old forests to levels indicated in the Kootenay Boundary Higher Level Plan.

Legal reference: Objective 2 of the KBHLPO

FDU	Result with embedded strategies
	The licence holder will undertake to comply with Objective 2 of the KBHLPO.
All FDU's with <u>old</u> and/or mature requirements identified in	With respect to the KBHLPO <u>old and mature</u> requirements, where targets cannot be met, an agreement holder will not harvest timber except: a. Where a recruitment rationale provided by a QRP is consistent with the conditions identified under Objective 2 (5) including footnote k of the KBHLPO.
Objective 2 of the KBLUPO and/or any associated Variances	2. With respect to the KBHLPO <u>old</u> requirements, where areas of old forest have been spatially identified as OGMA's (non legal), an agreement holder will not harvest timber within OGMA's except: a. For minor tree removal to facilitate harvesting and safety. (Tail holds, guyline tiebacks or other engineering constraints associated with cable logging). Maximum of 5 trees per tailhold or guylline tieback.
	b. To remove damaged timber where an OGMA is rendered ineffective

FSP Original Version: 2017-01-09 Page 10 of 39





by natural damaging agents including but not limited to wind, fire, or forest health infestations provided the agreement holder prepares a rationale as to how the total old requirements identified in Objective 2 of the KBHLPO will be addressed within the Landscape Unit. The OGMA must be, in the opinion of an RPF, damaged to a degree that the OGMA no longer has the biological value of mature or old forest considering the factors identified in footnote k of KBHLPO Objective c. To deal with roads that cannot practicably be located elsewhere and to facilitate logical harvest units provided OGMA targets are achieved. d. Where the agreement holder can identify one or more replacement OGMA's that provide equal or greater biological value consistent with the requirements identified in Objective 2 of the KBHLPO. e. If there is a surplus in the amount of required old OGMA, harvest is permitted provided the target is achieved. 3. Any harvesting within an OGMA for any of the circumstances described in sections 1a to 1e above, a Registered Professional Forester (RPF) will document the decision within a Site Plan or Support Document. 4. With respect to the old forest requirements and the mature-plus-old requirements, where required targets are not met, as determined by spatial or aspatial analysis, the holder will construct a road or harvest a cultblock only when a QRP prepares a rationale that identifies a recruitment strategy to achieve the targets consistent with the requirements of Section 5 and considering the factors identified in footnote k of Objective 2. Changes to the boundaries or locations of OGMAs will be updated and tracked in Interfor's Geographic Information System (GIS) OGMA Data Layer and, upon request, digital information will be provided to the MFLNRO, and to forest licensees if the change is within a shared Landscape Unit.

5.1.1.2 Caribou

Objective: To retain seasonal habitats for Mountain Caribou in order to contribute to maintaining viability of the existing subpopulations according to forest cover requirements in the Kootenay Boundary Higher Level Plan Order.

If the holder plans to harvest timber or construct roads within Caribou Habitat Areas, these operational activities will comply with the requirements of Objective 3: Ungulate Winter Range GAR Order U4-014.

5.1.1.3 Green-up

Objective: To establish green up heights.

Legal reference: Objective 4 of the KBHLPO

Relates to s 5.1.2.8 Objectives Set by Government for Wildlife and Biodiversity - Landscape Level

FDU	Result
All	
	A] Pursuant to Objective 4 of the KBHLPO and the related result and strategy in section 5.1.2.8 of this FSP, when the holder plans and designs harvesting and road building, the holder will undertake to comply with Sections 64 and 65 of the FPPR, for the term of this

FSP Original Version: 2017-01-09 Page 11 of 39



FSP, except that the 3m "green up height" in sec. 65[3][a] and sec. 65[3][b][ii] of the FPPR is reduced by 0.5 meters to 2.5 meters.

5.1.1.4 Grizzly Bear Habitat and Connectivity Corridors

Objective: To maintain mature and/or old forests adjacent to important grizzly bear habitat and within connectivity.

Legal reference: Objective 5 of the KBHLPO and the Grizzly Bear GAR Orders listed in Sec. 5.1.3

FDU	Strategy with imbedded Results
All FDU's with connectivity corridor requirements identified in Objective 5 of the KBLUPO and/or any associated Variances	A]Connectivity Corridors If the holder carries out or conducts timber harvesting or road construction the requirements for connectivity identified in Objective 5 of the KBHLPO apply. Respective of the conditions set out under Obejctive 5(3) of the KBHLPO where mature and/or old targets cannot be met within the connectivity corridor the results and strategies related to mature timber identified in Section 5.1.1.1 above apply. A]Grizzly Bear Grizzly Bear habitat mapping has not been made available therefore the Grizzly Bear portion of the Order is not in effect on commencement date of this FSP.
All FDUs subject to the GAR order	GAR Order(s) – The holder will comply with GAR order #8-373 effective August 20, 2010

5.1.1.5 Consumptive Use Streams

Objective: To reduce the impacts of forest development on streams licensed for human consumption.

Legal reference: Objective 6 of the KBHLPO

Section 59 and 60(1) of the FPPR are a result or strategy that applies to the holder of this FSP.

FDU	Strategies with embedded results
All EDITo	For the purpose of this section:
All FDUs which	For the purpose of this section:
contain	"activities" in objective 6[1][a]i of the KBHLPO means primary forest activities.
а	
licensed	"licensed water intake"- applies to those licenses shown on Map 6.1 of the HLPO and as
water	updated or revised on the Land and Water BC (or successor) website as a license for
intake(s)	human consumptive use.

FSP Original Version: 2017-01-09 Page 12 of 39



Water License Query website: http://a100.gov.bc.ca/pub/wtrwhse/water_licences.input

The holder will comply with the objective for consumptive use streams set out in Objective 6 of the KBHLPO, as a result or strategy In addition to the strategies in Objective 6, the holder will plan primary forest activities only if, in the opinion of a QRP, implementing the plan:

- Provide a referral letter to licensed domestic water users, or their designated group representative, which includes a description of the planned activities and provides a reasonable opportunity for review and comment.
- Will not cause material that is harmful to human health to be deposited in, or transported to, water that is diverted for human consumption by a licensed waterworks, and
- 3. plan and design harvesting within the applicable streamside management zone in accordance with Section 5.1.2.5 of this plan and,
- 4. ensure all excavated or deactivated trails, cut banks, and fill slopes resulting from primary forest activities will be re-vegetated, within one year following disturbance. Where grass seeding is undertaken, utilize high quality seed (Canada Common #1 Forage Mixture or better grade) to ensure that introduction of invasive plant seed is minimized.

5.1.1.6 Enhanced Resource Development Zones (ERDZ)

Objective: To support intensive forest management.

Legal reference: Objective 7 of the KBHLPO

FDU	Result
All FDUs that have ERDZ-T	A] For areas within each area identified on the HLPO ERDZ-T Map 7.1 of the KBHLPO as Enhanced Resource Development Zone – Timber, the holder will harvest timber or construct roads only if consistent with the practice requirements in Section 65 of the FPPR, but the height requirement in Section 65(3)(a) is reduced by 0.5 meters from 3m to 2.5 m.

5.1.1.7 Fire Maintained Ecosystems

Objective: To restore and maintain the ecological integrity of fire-maintained ecosystems in NDT 4.

Legal reference: Objective 8 of the KBHLPO

FDU	Result
N/A	Not applicable as of the commencement date of this FSP.

FSP Original Version: 2017-01-09 Page 13 of 39



Note: This objective sets out provisions concerning fire maintained ecosystems [NDT4](open forest, open range, shrub, and marginal forest types) over an area as described by a map. The map has not been legally established yet and therefore the fire maintained ecosystems objective in the HLPO is not in effect.

5.1.1.8 Visuals

Objective: To conserve visual quality from communities, major waterways and highways by establishing areas known as scenic areas.

Legal reference: Objective 9 of the KBHLPO

FDU	Strategy with embedded results
All FDUs within a scenic area	In accordance with GAR Section 7(1) order dated December 23, 2005 scenic areas identified on map 9.1of the KBHLPO have been replaced with new scenic areas, effective December 30, 2005. In consideration of the GAR order, the objective in FPPR section 9.2 no longer applies. Interfor will comply with the GAR Order.

5.1.1.9 Social and Economic Stability

Legal reference: Objective 10 of the KBHLPO

Objective 10 does not require action by tenure holders, and therefore does not apply to this FSP. Results and strategies are therefore not required. An exemption to this requirement was approved by the District Manager of the Arrow Boundary Forest District on May 18, 2006.

5.1.2 Objectives Prescribed under Section 149(1) of FRPA

Note: Under section 106.2 of the FPPR the "agreement holder" must achieve the following requirements.

5.1.2.1 Objectives Set by Government for Soils

Objective: To conserve the productivity and the hydrologic function of soils.

Legal Reference: FPPR Section 5 and 12.1(1).

Section 35 and 36 of the FPPR are a result that applies to the holder of this FSP and to each agreement holder.

FDU	Result with an imbedded strategy
All FDUs	With respect to the objective in section 5, when planning and designing harvesting and road construction, the holder will undertake to comply with sections 35 and 36 of the FPPR.

FSP Original Version: 2017-01-09 Page 14 of 39



5.1.2.2 Objectives Set by Government for Timber

Objective: To maintain or enhance an economically valuable supply of commercial timber while ensuring that delivered wood costs, generally, after taking into account the effect on them of the relevant provisions of the FPPR and FRPA, are competitive in relation to equivalent costs in relation to regulated primary forest activities in other jurisdictions.

Legal Reference: FPPR Section 6

FDU	Default Exemption
N/A	The holder is exempt, under section 12[8] of the FPPR, from the requirement to prepare results or strategies for an objective set by government for timber.

5.1.2.3 Objectives Set by Government for Wildlife

Objective: The objective set by government for wildlife is, without unduly reducing the supply of timber from British Columbia's forests, to conserve sufficient wildlife habitat in terms of amount of area, distribution of areas and attributes for those areas, for the survival of species at risk, the survival of regionally important wildlife, and the winter survival of specified ungulate species.

Persuant to FPPR Section 7(3), persons required to prepare an FSP are exempt from the obligation of specifying a result or strategy in relation to the objective set by government for wildlife in FPPR Section 7(1) if the objective is addressed by objectives established in relation to Wildlife Habitat Areas (WHAs), Ungulate Winter Ranges (UWRs), General Wildlife Measures (GWM) or Wildlife Habitat Features, or if an order given under the GAR Sections 9 to 13 specifically includes an exemption. These circumstances apply to this FSP.

5.1.2.4 Species at Risk

Species at risk, for which the license holder will provide special management, are for the most part limited to vertebrate species designated as Red or Blue by the Ministry of Environment, or as Endangered, Threatened or Special Concern (listed on Species at Risk Public Registry schedule 1) by the Committee on the Status of Endangered Wildlife in Canada. The Schedule 1 can be found at the following website:

www.registrelep-sararegistry.gc.ca/species/schedules_e.cfm?id=1

Section 7 Notices

Section 7 can be tracked at this website: http://www.env.gov.bc.ca/wld/frpa/notices/sar.html#ab

The following Section 7 notices apply to the holder of this FSP. Where the objective set by government for wildlife or the requirements defined under the section 7 notice are fully addressed by objectives regulated under the Government Actions Regulation in relation to a wildlife habitat area (WHA), ungulate winter range (UWR) or general wildlife measure (GWM) the holder is exempt from specifying results and strategies. These GAR Orders are identified below.

FSP Original Version: 2017-01-09 Page 15 of 39



FDU	Strategies with embedded results for Other Species under Section 7 of the FPPR		
All	A] For purposes of this section "applicable Notice" means the Notice in effect and issued under section 7 of the FPPR to address Species at Risk in the Selkirk Forest District, Arrow and Boundary TSAs.		
	B] the holder will harvest and construct roads only if the harvesting and construction is consistent with the requirements in the applicable Notice. Consistency will be ensured by:		
	 All Interfor forestry staff and all relevant block and road layout staff, and the crew leader for consultants hired to do layout for the holder, will be trained annually in the identification of these species at risk (Coeur d'Alene Salamander, Flammulated Owl and Interior Western Screech-Owl). Training will also include the identification of habitat attributes. Any sightings within the holder's operating areas of the FDUs indicated will be reported to the holder in the form and manner specified in the holder's field card procedures for reporting. B.C. Conservation Data Centre – Field Observation Form (animals). The holder will confirm the occurrence of the species through the use of a wildlife technician or photo documentation. Photos will be reviewed with a wildlife technician. The holder will report the occurrence to Conservation Data Center. Plans will be developed in consultation with a wildlife technician or biologist using the attributes in the applicable notice and the table below. 		
	Species Max amount of 'species at risk' habitat [includes applicable WHAs]		
	Flammulated owl 216 ha. of which no more than 168 ha is Timber harvesting landbase		
	Coeur d'Alene 20 ha. Of which no more than 12		
	Salamander ha is Timber harvesting landbase		
	Western Screech Owl 22 ha of which no more than 12 ha is mature timber harvesting landbase.		

5.1.2.5 Objectives Set by Government for Water, Fish, Wildlife and Biodiversity in Riparian Areas

Objective: The objective set by government for water, fish, wildlife and biodiversity within riparian areas is, without unduly reducing the supply of timber from British Columbia's forests, to conserve, at the landscape level, the water quality, fish habitat, wildlife habitat and biodiversity associated with those riparian areas.

Legal Reference: FPPR Sections 8.

With respect to the objective in Sections 8 of the FPPR, the holder will undertake to comply with Sections 47 to 51 and 52(2), 53, and 55 to 58 of the FPPR.

Section 53 of the FPPR applies to designated Temperature Sensitive Streams. There are no designated Temperature Sensitive Streams in the FDU area at present.

FSP Original Version: 2017-01-09 Page 16 of 39



	[FPPR sec. 12[3]]	
FDU	Result with er	nbedded strategies
All	_	s roads, tree retention levels for the riparian iparian Management Zone Retention very Cutblock.
	Stream Class	Retention (stems/ha) for the Riparian Management Zone measured at completion of harvesting.
	S1, S2, S3	≥20% of pre-harvest stand within the RMZ.
	S4, S5, W1, W2, W3, W4, W5, L1, L2, L3 and L4	≥10% of the pre-harvest stand within the RMZ.
	S6	≥0%
	specific basis, considering local conditions s winds, snags, topography, safety hazard, tin or destroyed from forest health factors, cros- constraints for road and trail construction.	ction for retention will be variable throughout the
	3. For S6 streams, retain understory vegetat	-
	 In situations where 100% retention of part contribute to wildlife tree retention at the statement tree attributes exist. 	t or all of the RMZ is prescribed, this will nd and landscape level provided suitable wildlife
	riparian reserve zone, a minimum 5 metre m skid areas only), with the exception of requir be constructed in such a manner to which do	nnel integrity on all streams that do not have a nachine-free zone will be established (ground red machine crossings. Designated crossing will eposition of construction waste and overburden zone or a minimum 5 meters from the stream
		lift trees rather than drag them out. This
	7. Retention levels in paragraph A) may be in the following situations.	reduced but only to the minimum necessary and
	damaged ,or destroyed due to fi	QRP to be in imminent danger of being lost, ire or a forest health factor [insects or pathogen little or no value for achieving the results

FSP Original Version: 2017-01-09 Page 17 of 39



outlined in Part A (must have a damage level of >30% of the stems per hectare as indicated by a field assessment) or,

b. that removal of trees in the RMZ would, in the opinion of a QRP, minimize future losses to windthrow and increase associated Riparian Reserve Zone or Riparian Management Area protection. Rationale to be included in a site plan or supporting documents.

5.1.2.6 Objectives Set by Government for fisheries sensitive watersheds [s. 8.1]

Objective: To conserve, at the landscape level, the water quality, fish habitat, and biodiversity associated with those riparian areas, without unduly reducing the supply of timber.

Legal reference: FPPR section 8.1

FDU	Result
N/A	On the commencement date of this FSP, there are no fisheries sensitive watersheds established within any FDU identified in this FSP. As a result, section 8.1 of the FPPR does not apply to this FSP.

5.1.2.7 Objectives Set by Government for Water in Community Watersheds

Objective: The objective set by government for water being diverted for human consumption through a licensed waterworks in a community watershed is to prevent the cumulative hydrological effects of primary forest activities within the community watershed from resulting in a material adverse impact on the quantity of water or the timing of the flow of the water from the waterworks, or the water from the waterworks having a material adverse impact on human health that cannot be addressed by water treatment required under an enactment, or the license pertaining to the waterworks.

Legal Reference: FPPR Sections 8.2

The holder will undertake to comply with Section 59 to 63 of the FPPR and the additional strategies listed below.

A list of Community Watersheds is provided in Section 5.1.3 of this document.

FDU	Strategy
All FDUs that contain a designated Community	For the purpose of the strategy in this section, a "hydrologic assessment" is a QRP level analysis of existing and potential forest development related effects on water and water-related resources conducted at the site or watershed level which may include:

FSP Original Version: 2017-01-09 Page 18 of 39



Watershed

See list on

page 23.

- 1. An overview of the watershed including creek morphology,
- 2. A review cumulative effects of past and proposed activities (including activities completed or planned by other forest licensees if it's a shared watershed),
- 3. A hydrologic risk assessment of proposed development and their impacts on water quantity, quality and timing of flow,
- 4. Specific recommendations for hazard mitigation and,
- 5. A drainage plan for roads and other related development.

At the planning stage for cutblock harvesting and road construction, the holder will provide a referral letter to the water licensee, which includes a description of the planned activities and provides a reasonable opportunity for review and comment.

If proposed harvesting, road construction or permanent deactivation is planned within a community watershed, prior to cutting permit or road permit submission, the holder will:

A] Conduct a risk assessment prepared by a registered professional who will assess the risk of those proposed activities causing:

- material that is harmful to human health to be deposited in or transported to water diverted for human consumption by a licensed waterworks, and/or
- an increase in sediment delivery to the intake or causing sediment that is harmful to human health to enter a stream, lake or wetland from which the water is being diverted for human consumption, and

In respect to the risk assessment, a rating of low, moderate or high will be assigned based on:

- 1. a review of the relevant and available site specific hydrologic information and
- additional criteria reviewed by the QRP (such as: local knowledge, past history, terrain stability, number of streams with a "point of diversion" and the proximity of the planned development or permanent deactivation to the Riparian Management Area (RMA), etc),
- 3. and the potential risks to water quality, quantity, and timing of flow.

B] If the risk is determined to be <u>low</u> then planning for those activities will continue with no further assessments required.

C] If the risk is determined to be moderate or high, the holder will:

- 1. ensure that a 'hydrologic assessment', including cumulative effects and additional criteria, is carried out by a QRP skilled in these assessments prior to finalizing harvesting; road construction or permanent deactivation plans.
- 2. evaluate the recommendations of the hydrologic assessment,
- 3. ensure that, in the opinion of a QRP, the design of planned cutblocks and roads is consistent with the hydrologic assessment and,
- 4. conduct all harvesting and road construction or permanent deactivation in accordance with the recommendations of the hydrologic assessment'.

FSP Original Version: 2017-01-09 Page 19 of 39



5.1.2.8 Objectives Set by Government for Wildlife and Biodiversity – Landscape Level

Objective: The objective set by government for wildlife and biodiversity at the landscape level is, without unduly reducing the supply of timber from British Columbia's forests and to the extent practicable, to design areas on which timber harvesting is to be carried out that resemble, both spatially and temporally, the patterns of natural disturbance that occur within the landscape.

Legal Reference: FPPR Section 9 and 12.1(3).

FDU	Information
All	In implementing compliance with FPPR Section 64 (maximum cutblock size) in the result or strategy specified below, the holder will ensure, in landscape units shared with forest licensees, that patch size analyses will include all licensees' existing and authorized timber harvesting

FDU	Results
All	
	A] Pursuant to Objective 4 of the KBHLPO and the related result and strategy in section 5.1.1.3 of this FSP, when the holder plans and designs harvesting and road building, the holder will undertake to comply with Sections 64 and 65 of the FPPR, for the term of this FSP, except that 3m will be changed to 2.5m in sec. 65[3][a] and sec. 65[3][b][ii]

5.1.2.9 Objectives Set by Government for Wildlife and Biodiversity - Stand Level

Objective: The objective set by government for wildlife and biodiversity at the stand level is, without unduly reducing the supply of timber from British Columbia's forests, to retain wildlife trees.

Legal Reference: FPPR Sections 9.1 and 12.1(4).

The default practices standards in Sec 66 & 67of the FPPR are replaced by the following result or strategy

FDU	Result
All	A] If the holder of this FSP harvests timber or constructs a road in the FDUs indicated, the holder will do so to ensure:
	 The total area covered by wildlife tree retention areas is a minimum of 7% of the total gross area of an individual Cutting Permit, and
	Subject to B, the total amount of wildlife tree retention area in any cutblock is a minimum of 3.5% of the gross cutblock area.
	B] The percent for cutblocks in paragraph A]2 may be reduced but remain >0% when : 1. Cutblocks are < 5 ha in size.
	C] A wildlife tree retention area may relate to more than one cutblock if all of the cutblocks that relate to the wildlife tree retention area collectively meet the applicable requirements of this section.
	D] Areas of individual trees and clumps or patches (disbursed retention) can be used to

FSP Original Version: 2017-01-09 Page 20 of 39



contribute to the required WTRA percentage on the basis of the total basal area of the trees retained divided by the average basal area of the associated forest type.

- E] The holder will not harvest timber from a wildlife tree retention area unless the trees on the net area to be reforested of the cutblock to which the wildlife tree retention area relates have developed attributes that are consistent with a mature seral condition with the exception of:
 - 1. The holder may use trees in a wildlife tree retention area to facilitate harvesting the remainder of the cutblock [e.g. for a tail hold, guy line tieback, designated skid trails, or yarding corridors], if in the opinion of a QRP the use of the tree(s) will not have a significant adverse effect on the wildlife tree retention area.
 - 2. Harvesting of wildlife trees may occur under the following situations:
 - a. Felling and removing or modifying wildlife trees that are a safety hazard, if there is no other practicable option for addressing the safety hazard.
 - b. Removing or modifying wildlife trees that have been windthrown if the trees have a potential epidemic forest health risk.
 - c. Felling and removing or modifying wildlife trees that have been damaged by fire, insects, disease or other similar events, unless the tree(s) have and will continue to have significant wildlife habitat value as determined by qualified technician or biologist.
 - d. Removing or modifying wildlife trees will still allow the holder to meet the requirements in A) and B).
 - To facilitate road construction or address operational constraints to cable yarding, where there is no other practicable option, or where another option would result in greater risk to one or more FRPA Values.
 - The wildlife tree retention area may be harvested and replaced with a similar
 wildlife tree retention area if either the replacement area maintains or improves
 the benefits for wildlife tree retention or a QRP determines the objectives for
 wildlife and biodiversity would be met.

5.1.2.10 Objectives Set by Government for Visual Quality Objectives [VQOs]

Objective: This objective set by government does not contain specific text within the FPPR as specified in other objectives set by government. This objective set by government has a corresponding objective as contained in the KBHPLO and Selkirk Natural Resource District Level Visual Quality Objectives established prior to October 24, 2002, continued under Section 181 of FRPA and Section 7 of the GAR.

Legal Reference: FPPR Sections 1.1.

FDU	Result and Strategy	
All FDU's with VQO's established	VQOs have been established on December 31 st 2005 by the District Manger under GAR s. 7. The Order cancels and replaces VQOs established under s. 9.2 of the FPPR and s.17 of GAR.	
under the GAR Order	The following result and strategy shall be used to define a measurable and verifiable process related to the linkage between established scenic areas and classes and	

FSP Original Version: 2017-01-09 Page 21 of 39



Visual Quality Objectives

- With respect to the Visual Quality Objective (VQO) requirements outlined in the GAR Order, where VQO's have been established, the QRP involved in the preparation of plans, licenses and permits required for construction of road or harvest of timber will:
 - a. Conduct a Visual Impact Assessment (VIA) to determine the extent of alteration resulting from the size, shape and location of cut blocks and roads.
 The assessment shall assess the proposed alteration:
 - Against the categories of visually altered forest landscapes defined in section 1.1 of the FPPR and
 - ii. From one or more significant public viewpoint(s) defined as "a place or location on the water or land that is accessible to the public, provides a viewing opportunity and has relevance to the landscape being assessed."
 - iii. and indicate whether the overall intent of the Visual Quality Objective has been achieved.
 - b. In respect to Section 25.1 (1) of the FPPR all reasonable efforts will be made to be fully consistent with the VQO. However, where the established Visual Quality Objective limits are not practicable given the circumstances or conditions to a particular area, an exemption under section 12(7) of the Forest Planning and Practices Regulation, from the requirement of section 25.1 of the Forest Planning and Practices Regulation, will be applied for prior to applying for a cutting permit.

5.1.2.11 Objectives Set by Government for Cultural Heritage Resources

Objective: To conserve, or, if necessary, protect cultural heritage resources that are the focus of a traditional use by an aboriginal people that is of continuing importance to that people, and not regulated under the Heritage Conservation Act.

Legal Reference: FPPR Section 10.

This strategy applies to the holder of this FSP and to each agreement holder.

FDU	Strategies
All	For the purposes of this strategy, "cultural heritage resource" refers to those resources that are the focus of a traditional use by an aboriginal people that is of continuing importance to those people, and not regulated under the <i>Heritage Conservation Act</i> .
	A] When the holder plans or designs harvesting or road construction that may potentially affect a cultural heritage resource of a First Nation, the holder will make a reasonable effort ¹ to gain information regarding the cultural heritage resources from the appropriate First Nation and from other sources as deemed necessary.
	B] If the holder becomes aware of a cultural heritage resource in the location of a planned license, permit or road construction project, the holder will:

FSP Original Version: 2017-01-09 Page 22 of 39



- 1. record the location of the cultural heritage resource,
- evaluate the direct impact of the planned tenure and/or road on the cultural heritage resource considering the factors outlined in Schedule 1 Section 4.0 of the FPPR,
- if the evaluation determines it is necessary, alter the design and/or prescription of the tenure and/or road to conserve, mitigate, or if necessary protect, the cultural heritage resource.
- communicate the outcome of the evaluation to the First Nation whose cultural heritage resource may be affected.
- 5. All sensitive information is to remain confidential unless the applicable First Nation agrees to its release.

C] If the holder becomes aware of a cultural heritage resource in the location of a license, permit or road construction project issued to the holder, the holder will modify or cease operations to the extent necessary to protect the resource, until the assessment outlined in B] above is completed.

¹ reasonable effort is defined as a documented written offer to meet to discuss CHR values of importance with the appropriate First Nation. Specific steps include:

- Utilize Consultative Areas Database to determine all First Nations affected by the development activities.
- A 60 day referral period prior to Cutting Permit or Road Permit submission unless a shorter period is mutually agreed to.
- The holder will provide feedback within 60 days of receiving comments or information, including in writing, to a First Nation that provides comments or information to the holder.
- Offer to conduct a face-to-face meeting to share information prior to CP/RP submission.
- A description and a map of the forest activities planned.
- A commitment to maintain confidentiality of any sensitive information.

5.1.3 Objectives established under the Government Action Regulation

Note: At the time of commencement of this FSP, no GAR objectives have yet been established in the area applicable to this FSP for Water Quality Objectives in Community Watersheds, Lakeshore Management Zones or Fisheries Sensitive Watersheds.

Legal Reference: GAR section 9[2] and 12[1].

The following GAR orders apply to the holder of this FSP and exempt persons required to prepare an FSP from the requirement to provide results or strategies for that species. WHAs are shown on the applicable FDU map.

The holder shall only construct road or harvest timber where it is consistent with the requirements specified within the GAR Orders listed below, any amendment there in, or any subsequent future GAR Orders.

FSP Original Version: 2017-01-09 Page 23 of 39



Ungulate Winter Ranges

GAR Order #	Area	Species	Effective Date
U-4-001	Arrow TSA, TFL 3 TFL 23	Elk, Mule Deer, White-tailed Deer and Moose	Mar 1, 2007
U-4-012	Arrow Boundary FD	Mountain Caribou	Dec 17, 2009
U-4-014	Arrow Boundary FD	Mountain Caribou	Dec 17, 2009
U-8-007	Boundary TSA and TFL 8	Moose	May 11, 2006
U-8-008	Boundary TSA and TFL 8	Mule Deer	May 11, 2006
U-8-009	Boundary TSA and TFL 8	Mountain Goat	May 11, 2006
U-8-010	Boundary TSA and TFL 8	Sheep	May 11, 2006

Wildlife Habitat Areas

GAR Order #	Area	Species	Effective Date
4-036	Ione	Data Sensitive	Jul 29, 2005
4-093	China Creek	Grizzly Bear	Feb 15, 2007
4-094	China Creek	Grizzly Bear	Feb 15, 2007
4-095	Renata Creek	Grizzly Bear	Feb 15, 2007
4-096	Upper Granby	Grizzly Bear	Feb 15, 2007
4-097	Upper Granby	Grizzly Bear	Feb 15, 2007
4-104	Upper Granby	Grizzly Bear	Feb 15, 2007
4-113	Bear Creek	Western Screech Owl	May 19, 2011
8-001	Granby River	Ponderosa Pine-Black Cottonwood-Snowberry	Mar 1, 2001 (FPC Grandfathered)
8-055	Boothman's Oxbow	Data Sensitive	Dec 9, 2004
8-056	Elephant Head	Data Sensitive	Dec 9, 2004
8-139	Gable Mtn	Grizzly Bear	Feb 15, 2007
8-140	Granby	Grizzly Bear	Feb 15, 2007
8-141	Granby	Grizzly Bear	Feb 15, 2007
8-142	Granby	Grizzly Bear	Feb 15, 2007
8-143	Granby	Grizzly Bear	Feb 15, 2007
8-147	Granby	Grizzly Bear	Feb 15, 2007
8-148	Philippa Creek	Grizzly Bear	Feb 15, 2007
8-203	Stanhope- McKinney	Williamson's Sapsucker	Mar 20, 2008
8-204	Storm Mt	Williamson's Sapsucker	Mar 20, 2008
8-205	Rock Creek	Williamson's Sapsucker	Mar 20, 2008
8-206	Johnstone Creek	Williamson's Sapsucker	Mar 20, 2008
8-207	Johnstone Creek	Williamson's Sapsucker	Mar 20, 2008
8-208	Johnstone Creek	Williamson's Sapsucker	Mar 20, 2008
8-209	Johnstone Creek	Williamson's Sapsucker	Mar 20, 2008
8-210	Johnstone Creek	Williamson's Sapsucker	Mar 20, 2008

FSP Original Version: 2017-01-09 Page 24 of 39



8-211	McKinney	Williamson's Sapsucker	Mar 20, 2008
8-213	McKinney	Williamson's Sapsucker	Mar 20, 2008
8-215	West Ingram	Williamson's Sapsucker	Nov 26, 2015
8-216	Wallace Creek	Williamson's Sapsucker	Nov 26, 2015
8-217	Wallace Creek	Williamson's Sapsucker	Nov 26, 2015
8-218	Wallace Creek	Williamson's Sapsucker	Nov 26, 2015
8-219	Wallace Creek	Williamson's Sapsucker	Nov 26, 2015
8-220	East Ingram	Williamson's Sapsucker	Nov 26, 2015
8-221	East Ingram	Williamson's Sapsucker	Nov 26, 2015
8-222	East Ingram	Williamson's Sapsucker	Nov 26, 2015
8-223	Kerr Creek	Williamson's Sapsucker	Nov 26, 2015
8-224	Ingram Copper	Williamson's Sapsucker	Nov 26, 2015
8-225	Ingram Copper	Williamson's Sapsucker	Nov 26, 2015
8-239	Rock Creek	Data Sensitive	May 29, 2008
8-243	Rock Creek - Janes	Data Sensitive	May 29, 2008
	addiction		
8-296	Gilpin	Lewis's Woodpecker	May 19, 2011
8-297	Gilpin	Lewis's Woodpecker	May 19, 2011
8-298	Gilpin	Lewis's Woodpecker	May 19, 2011
8-299	Midway	Lewis's Woodpecker	Sep 4, 2008
8-300	Midway	Lewis's Woodpecker	Sep 4, 2008
8-301	Midway	Lewis's Woodpecker	Sep 4, 2008
8-310	Johnstone Creek	Williamson's Sapsucker	Nov 26, 2015
8-312	Johnstone Creek	Williamson's Sapsucker	Nov 26, 2015
8-313	Storm Mt	Williamson's Sapsucker	Nov 26, 2015
8-315	Ingram Creek	Williamson's Sapsucker	Nov 26, 2015
8-316	Ingram Creek	Williamson's Sapsucker	Nov 26, 2015
8-329	Trapping Creek	Badger	Dec 17, 2009
8-330	Beaverdell Creek	Badger Williamson / a Construction	Dec 17, 2009
8-354 8-364	Ed James Creek	Williamson's Sapsucker	Nov 26, 2015
	Johnstone Creek	Williamson's Sapsucker	Nov 26, 2015
8-366 8-367	Ingram Creek	Williamson's Sapsucker Williamson's Sapsucker	Nov 26, 2015 Nov 26, 2015
8-373	Phoenix Mtn Arrow Boundary		Sep 2, 2010
8-3/3	TSA	Grizzly Bear	Sep 2, 2010
8-374	Boothman-Gilpin	Data Sensitive	Feb 17, 2011
8-379	McKinney	Williamson's Sapsucker	Nov 26, 2015
8-382	Johnstone Creek	Williamson's Sapsucker	Nov 26, 2015
8-383	Johnstone Creek	Williamson's Sapsucker	Nov 26, 2015
8-384	Johnstone Creek	Williamson's Sapsucker	Nov 26, 2015
8-386	Nicholson Creek	Williamson's Sapsucker	Nov 26, 2015
8-387	Rock Creek	Williamson's Sapsucker	Nov 26, 2015
8-389	Sidley Mtn	Williamson's Sapsucker	Nov 26, 2015
8-392	Wallace Creek	Williamson's Sapsucker	Nov 26, 2015
U-J9Z	vvaliace Ci eek	williamson's Japsuckei	1107 20, 2013

FSP Original Version: 2017-01-09 Page 25 of 39



Visual Quality Objectives

Area	Effective Date	
Arrow and Boundary TSA's and TFL's 3, 8 & 23	Dec 31, 2005	

Community Watersheds

Name	Effective Date
McKinney	Jun 15, 1995 (FPC Grandfathered)
Brides	Jun 15, 1995 (FPC Grandfathered)
Overton	Jun 15, 1995 (FPC Grandfathered)
Moody	Jun 15, 1995 (FPC Grandfathered)
Sutherland	Jun 15, 1995 (FPC Grandfathered)
China	Jun 15, 1995 (FPC Grandfathered)
Peterson	Jun 15, 1995 (FPC Grandfathered)
Mads	Jun 15, 1995 (FPC Grandfathered)
Topping	Jun 15, 1995 (FPC Grandfathered)
Bath	Jun 15, 1995 (FPC Grandfathered)
West Little Sheep	Jun 15, 1995 (FPC Grandfathered)
Kelly	Jun 15, 1995 (FPC Grandfathered)
Elgood	Jun 15, 1995 (FPC Grandfathered)
Fruitvale	Jun 15, 1995 (FPC Grandfathered)
McNally	Jun 15, 1995 (FPC Grandfathered)
South Murphy	Jun 15, 1995 (FPC Grandfathered)
Hanna	Jun 15, 1995 (FPC Grandfathered)
Casino	Jun 15, 1995 (FPC Grandfathered)
Deer	Jun 15, 1995 (FPC Grandfathered)
Norns	Jun 15, 1995 (FPC Grandfathered)
McDermid	Jun 15, 1995 (FPC Grandfathered)
Gander	Jun 15, 1995 (FPC Grandfathered)
Glade	Jun 15, 1995 (FPC Grandfathered)
Quartz	Jun 15, 1995 (FPC Grandfathered)
McFayden	Jun 15, 1995 (FPC Grandfathered)
Dog	Jun 15, 1995 (FPC Grandfathered)
Baerg	Jun 15, 1995 (FPC Grandfathered)
Caribou	Jun 15, 1995 (FPC Grandfathered)
Angel	Jun 15, 1995 (FPC Grandfathered)
Rashdell	Jun 15, 1995 (FPC Grandfathered)
Aylard	Jun 15, 1995 (FPC Grandfathered)
Bartlett	Jun 15, 1995 (FPC Grandfathered)
Heart	Jun 15, 1995 (FPC Grandfathered)
Springer	Jun 15, 1995 (FPC Grandfathered)
Gwillim	Jun 15, 1995 (FPC Grandfathered)
Climax	Jun 15, 1995 (FPC Grandfathered)
Halfway	Jun 15, 1995 (FPC Grandfathered)
Brouse	Jun 15, 1995 (FPC Grandfathered)
Kuskanax	Jun 15, 1995 (FPC Grandfathered)

FSP Original Version: 2017-01-09 Page 26 of 39



5.1.4 Other Established Objectives

Legal Reference: FRPA Section 181.

The following results and strategies apply to other established objectives that pertain to all or part of the FDU under this FSP. These objectives relate to areas listed in section 180 of FRPA.

5.1.5 Recreation Resources

Objective: All objectives in respect to an interpretive forest site, a recreation site, and a recreation trail that were in effect immediately before the effective date are continued as objectives under Forest and Range Practices Act.

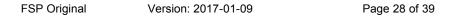
Legal reference: FRPA Sec. 56, Sec. 180 and Sec. 181, FPPR Sec. 70(1), FRR Sec. 16

FDU	Results		
All	A] To address established objectives for recreational sites and trails, the holder will enter into a license or permit issued under Section 12(1) of the <i>Forest Act</i> or construct a road only if consistent with: 1. the legal objectives established for the applicable recreation site or trail as identified on the FDU maps of this FSP, and 2. the indicated result as established in this table.		
	The results indicated below apply to the site or trail as is located in the field.		
Where the objective relates to "motorized" or "non-motorized" access, this industrial access. Specific Results for each Recreation Site and Trail with Legal			
	FDU	Recreation Resource Objective	Result
	All FDUs which contain a site or	1.Harvesting and or road construction adjacent to a interpretive forest site, recreation site or recreation trail will be conducted in accordance with the established objective.	
	legal	trail with legal objectives Sites (semi primiative, non-motorized) Sites (semi-primitive /"walk in, non-motorized.)	Harvesting within an interpretive forest site, recreation site or recreation trail will not occur unless it is approved
Objecti			by the Recreation Officer of MFLNRO or the District Manager.
	Trails (semi- primative, non- motorized) Trails (semi- primative +management plan – The Dewdney Trail)	primative, non-	Where non-motorized access only is specified in an objective, road and skidtrail building will be avoided within 1 km of the area to the extent practicable. Where new road or skidtrail construction will provide motorized
		access to the recreation resource, the road or skidtrail is to be permanently deactivated and rehabilitated within 1km of the area , to a degree similar to that which existed prior to the commencement of operations.	
		Trails (Cross	Activities will take place during periods of low

FSP Original Version: 2017-01-09 Page 27 of 39



Country Ski Trails/Alpine motorized/non-	recreational use, where practicable, as determined through consultation with a Recreation Officer;	
motorized)	5. The 'running surface' of trails will be re-established if damaged by harvesting or road construction. These trails will be flagged where and if necessary to assist the public in locating the trail along the section of trail disturbed by the primary forest activity.	
	6 Harvesting adjacent to trails will minimize damaging natural vegetation to the extent practicable due to operational considerations.	
	7. Harvesting within the 100m of the legal sections of the Dewdney Trail centerline will be limited to an amount that, in the opinion of the District Manager, is necessary to address damage caused by fire, insects and other forest health factors. District Manager approval is required prior to harvesting or road construction within 100m of the Dewdney Trail.	
	Note: The Dewdney Trail is a Heritage Site under the Heritage Conservation Act.	





6 MEASURES

Measures for Preventing the Introduction or Spread of Invasive Plants

Legal Reference: FPPR Section 17.

This measure applies to the holder of this FSP and to each agreement holder

FDU	Measures				
All	Invasive Plant Measures				
	Invasive Plant Measures				
	A] For the purposes of section 47of the Act, the measures for preventing the introduction or spread of invasive plants are:				
	1. The holder of this FSP will annually review the MFLNRO Invasive Alien Plants database (http://maps.gov.bc.ca/ess/hm/iapp/) and note locations of infestations relative to proposed harvesting and road-building activities to assist in identifying areas at greater risk to invasive plant introduction and spread from forest management activities. 2. The holder will ensure that:				
	 a. All planning and road and cutblock staff for the holder will be trained in: i. species identification, 				
	ii. high priority invasive plants in their work area, iii. monitoring and				
	 iv will report infestation locations into the report a weed app when identified. b. All relevant contractors will be provided with an information package relating to the identification and reporting of invasive plants and, 				
	c. MFLNRO, upon request, is provided with reported locations of new infestations. 3. The holder will participate on local Invasive Plant Committees and help address the following issues:				
	a. an integrated approach to invasive plant management that includes all the important and relevant disturbance agents;				
	 b. priority Invasive Plant species in the holder's operating areas; c. mapping of non-infested or infested areas within the FDUs/operating areas; d. appropriate and effective treatments including manual, mechanical, chemical and biological treatments; 				
	Where high priority invasive plants (as indicated by the Central Kootenay Invasive Species Society or the Boundary Invasive Species Society) are found to be located within or adjacent to new roads and cutblocks, the following will apply:				
	 a. require that vehicles, mechanized equipment, culverts, bridges and cattle-guards are inspected for the presence of soil or plant material, including documentation on inspection forms, prior to being transported to or from work sites and, if necessary, remove plant and soil materials; 				
	 b. to reduce the available seedbed for invasive plants: i. grass seed exposed mineral soils on cut and fill slopes of new roads and trails as soon as possible and not more than 12 months following construction; 				
	and				
	ii. grass seed exposed soils on all new landings and rehabilitated areas as soon as possible and not more than 12 months following the time of mineral soil exposure, except if the rehabilitated areas are to be revegetated				
	through the planting of trees; and c. where grass seeding is undertaken, utilize high quality seed (Canada Common #1 Forage Mixture or better grade) to ensure that introduction of invasive plant seed is minimized.				

FSP Original Version: 2017-01-09 Page 29 of 39



5. Invasive plant infestations located in cut-blocks are recorded in site plans and monitored and reported on during post-harvest surveys. Personnel conducting post-harvest surveys are required to identify and report new invasive plant infestations.

Measures to Mitigate the Loss of Natural Range Barriers

Legal Reference: FPPR Section 18.

This measure applies to the holder of this FSP and to each agreement holder

FDU	Measures					
AII	For purposes of this measure, a "natural range barrier" means a stand of trees or topographic feature that, at the time an area is harvested or a road is built by the holder, is preventing the movement of cattle that: 1. are grazing under a range tenure issued under the <i>Range Act</i> at least four months before the holder applied for a license or permit under Section 12(2) of the <i>Forest Act</i> or proposed to construct a road and 2. could not move out of the area of harvest or road building if the range barrier was not removed or rendered ineffective.					
	A] For the purposes of section 48 of the Act, the measures are:					
	 Annually during the term of this forest stewardship plan, the holder will update the contact information for relevant areas within FDUs that are occupied by or adjacent to range tenures from information gathered from forest district range staff; 					
	when the holder plans or designs harvesting or road building, the holder will send a referral notice (with an offer to meet) to inform the holders of range tenures if there is any plans within their tenure area.					
	3. if the holder of a range tenure indicates in writing (within a specified time frame usually 60 days, but may be shorter depending on the extent of potential conflict and priority of the proposed development as determined by a qualified professional) that a proposed cutblock or road will remove or render ineffective a natural range barrier for livestock that are authorized under an enactment to be on an area,					
	 The holder will discuss potential mitigation plans with the range department staff, and 					
	 the holder will make reasonable efforts to come to an agreement on mitigative measures with the holder of the range tenure, and 					
	c. the holder will carry out the necessary mitigative measures within one year of harvesting or within another time period if agreed to with the holder of the range tenure.					
	d. In the event there is no agreement between the holders, the district manager will be asked to prescribe a reasonable course of action for all parties, and the holder will comply with that direction.					

FSP Original Version: 2017-01-09 Page 30 of 39



7 STOCKING REQUIREMENTS

All stocking requirements are applicable across the entire FDUs.

Legal Reference: FPPR Section 16, 29(2),44(1), and 44(4)

These standards are itemized in Appendix A and in the MFLNRO RESULTS application.

Situations or Circumstances that Determine Whether Free Growing is Assessed on a Block Basis (FPPA s.44(1)) or Across Blocks (FPPR ss.45(1) and (2))

(FPPR s16(1))

FPPA Section 44(1), free growing is assessed on a block basis, applies in all situations or circumstances under this FSP.

General Standards for Regeneration Date, Free Growing Height and Stocking

For all FDUs in our operating areas, the regeneration date, free growing height and stocking standards are identified in Appendix A and apply to timber harvesting areas, except as described in the stocking standards, where a free growing stand is required under the FRPA section 29 and the FPPR sections 44(1) and 44(4).

Stocking Standards

The stocking standards for our operating areas are in Appendix A.

FSP Original Version: 2017-01-09 Page 31 of 39



8 REFERENCES

Approved Wildlife Habitat Areas. Ministry of Environment. November 26, 2015.

http://www.env.gov.bc.ca/cgi-bin/apps/faw/wharesult.cgi?search=show_approved

BC Conservation Data Centre: Data Submissions. Ministry of Environment. November 28, 2015. http://www.env.gov.bc.ca/cdc/contribute.html

Best Practices for Preventing the Spread of Invasive Plants during Forest Management Activities 2013 Edition.

Ministry of Forests, Lands and Natural Resource Operations.

https://www.for.gov.bc.ca/hra/plants/publications/Forestry-BP-09-11-2013-WEB.pdf

Biodiversity Guidebook. Forest Practices Code Guidebook. Ministry of Forests Lands and Natural Resource Operations. September, 1995.

Forest Act . http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96157_00

Forest and Range Practices Act. British Columbia Government. November 27, 2014

Forest Planning and Practices Regulation. British Columbia Government. September 22, 2014

Forest Recreation Regulation (FRR). http://bclaws.ca/Recon/document/ID/freeside/16_2004

Fish-stream Crossing Guidebook (Revised Edition). Ministry of Forests Lands and Natural Resource Operations. September 2012.

Government Action Regulation (GAR).

http://www.bclaws.ca/Recon/document/ID/freeside/582 2004

HLPO Reporting Suite Application. Selkirk Geospatial Research Centre. November 1, 2015 http://www.kootenayspatial.ca/pg hlpo/login.jsp

Kootenay Boundary Higher Level Plan Order. Ministry of Forests Lands and Natural Resource

Operations. October 26, 2002. https://www.for.gov.bc.ca/tasb/SLRP/plan50.html

Report-A-Weed. Ministry of Forests Lands and Natural Resource Operations. 2013.

https://www.reportaweedbc.ca/index.htm

Species at Risk Public Registry. Government of Canada. November 28, 2015.

http://www.registrelepsararegistry.gc.ca/species/schedules_e.cfm?id=1

Visual Impact Assessment Guidebook (2nd edition). Forest Practices Code of British Columbia.

Ministry of Forests Lands and Natural Resource Operations. January 2001.

FSP Original Version: 2017-01-09 Page 32 of 39



APPENDIX A Stocking Standards for the Arrow Boundary Forest Stewardship Plan

The license holder elects to use the default Arrow and Boundary District stocking standards for both the Arrow and Boundary Forest Development Units.

New stocking standard ID's will be developed.

Users of this plan are to apply the new stocking standards ids to all new blocks.



FSP Original

Version: 2017-01-09

Page 33 of 39



APPENDIX B FSP Amendment Log

This appendix is intended to track amendments made to this FSP once approved by the District Manager.



FSP Original

Version: 2017-01-09

Page 34 of 39



APPENDIX C Review and Comment Package- Ads, referral letters, comments, changes

This appendix contains the following components required by Section 20, 21, and 22 of the FPPR:

- 1 Copies of the legal ads placed in local print media throughout the plan area.
- Referral Lists- Master List and a Community Watersheds list. These lists identify those persons, First Nations, government and non-government organizations, community groups, commercial ventures, ranchers, trappers, etc; as well as community watershed managers or persons who were sent a referral letter which notified those on the respective lists that an opportunity to comment on this plan is available. The review and comment period is 60 days from first advertisement of this plan. In regard to domestic watershed licensees, the holder believes that the best way to contact the hundreds of consumptive use licensees is to rely on public advertising in local print media. Any domestic licensees who might be interested in viewing the plan can contact any Interfor office during the review and comment period noted in the advertisement.
- 3 Copies of the generic and First Nations referral letters mailed out to those individuals or organizations as listed above.
- 4 An outline of the holder's efforts to meet with First Nations and responses.
- 5 An outline of responses to comments received from organizations or the public and Interfor responses.
- 6 A Summary of Changes made to the plan as a result of the comments received or meetings held.

FSP Original Version: 2017-01-09 Page 35 of 39



APPENDIX D Support Document for the District Manager

This is the support document provided to the District Manager which provides clarification on results or strategies proposed in this Final Submission.



FSP Original Version: 2017-01-09

Page 36 of 39



APPENDIX E Table 1: Cutting Permits In Effect On Submission Date

This is the list of approved cutting permits in effect on submission date.

License	CP#	License	CP#	License	CP#
A20192	001	TFL23	708	A18969	421
	208		709		423
	209		710		424
	210		711		426
	211	TFL3	0R1		427
	219		115		431
	222		130		432
TFL23	0R1		131		433
	165		132		435
	243		134		436
	274		136		439
	320		139		440
	341		212		441
	415	A18969	0R1		442
	435		039		446
	436		049		448
	438		199		452
	440		200		453
	441		226		457
	445		250		460
	446		342		462
	447		366	TFL8	0R1
	448		368	11 20	999
	449		390		01M
	450		395		01N
	451		399		02L
	452		400		04R
	472		401		048
	473		402		06K
	474		403		06M
	476		404		09K
	477		405		09L
	521		407		09P
	522		408		10C
	531		409		11H
	534		410		11J
	535		411		12G
	589		412		13K
	632		413		13L
	635		414		13M
	637		415		13Q
	643		416		14K
	644		417		15N
	701		417		15P
	701		419		וטר
	706		420		
	101		420		

FSP Original Version: 2017-01-09 Page 37 of 39



Table 2: Road Permits In Effect On Submission Date

This is the list of approved road permits in effect on submission date.

Division	Permit #	Division	Permit #	Division	Permit #	Division	Permit #
Castlegar	R00241	Castlegar	R08015	GF	R01765	GF	R08676
	R03120		R08726		R02359		R08688
	R03171		R08750		R03168		R08691
	R03220		R08790		R03193		R08693
	R04267		R08806		R03195		R08694
	R04282		R08908		R03204		R08695
	R04286		R09040		R05832		R08696
	R04876		R09295		R05927		R08698
	R04879		R09440		R05952		R08699
	R04880		R09563		R06080		R08700
	R04882		R09574		R06590		R08702
	R04883		R09809		R06783		R08703
	R04884		R09848		R06785		R08704
	R04885		R09869		R06786		R08706
	R04889		R09950		R06792		R08707
	R04891		R09968		R06797		R08708
	R05842		R09974		R07022		R08709
	R05863		R10008		R07024		R08710
	R05879		R10066		R07025		R08711
	R05905		R10301		R07038		R08712
	R05907		R10437		R07039		R08713
	R05916		R10565		R07096		R08714
	R05917		R10983		R07097		R08716
	R05957		R11021		R07098		R08718
	R05959		R11129		R07153		R08719
	R06018		R11244		R07270		R08721
	R06251		R11746		R07409		R08722
	R06347		R12121		R07410		R08723
	R06429		R12220		R07411		R08731
	R06430		R12924		R07413		R09809
	R06514		R04263		R07475		R19173
	R06561				R07578		R14784
	R06859				R07584		R16306
	R06901				R07600		
	R06902				R07622		
	R06911				R07723		
	R06964				R07762		
	R07091				R07779	<u> </u>	
	R07411				R07858		
	R07773				R08179		
	R07829				R08649	<u> </u>	

FSP Original Version: 2017-01-09 Page 38 of 39

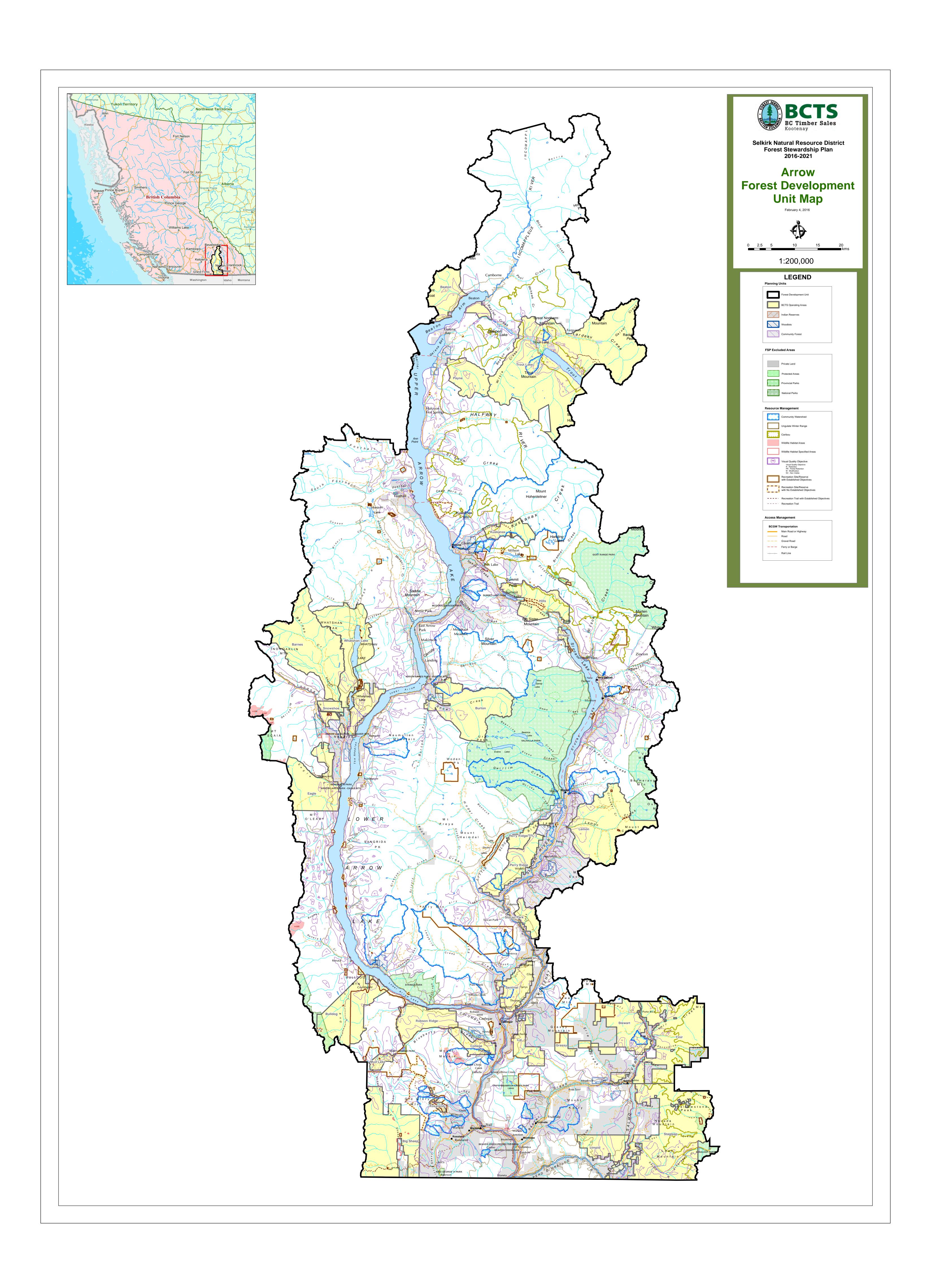


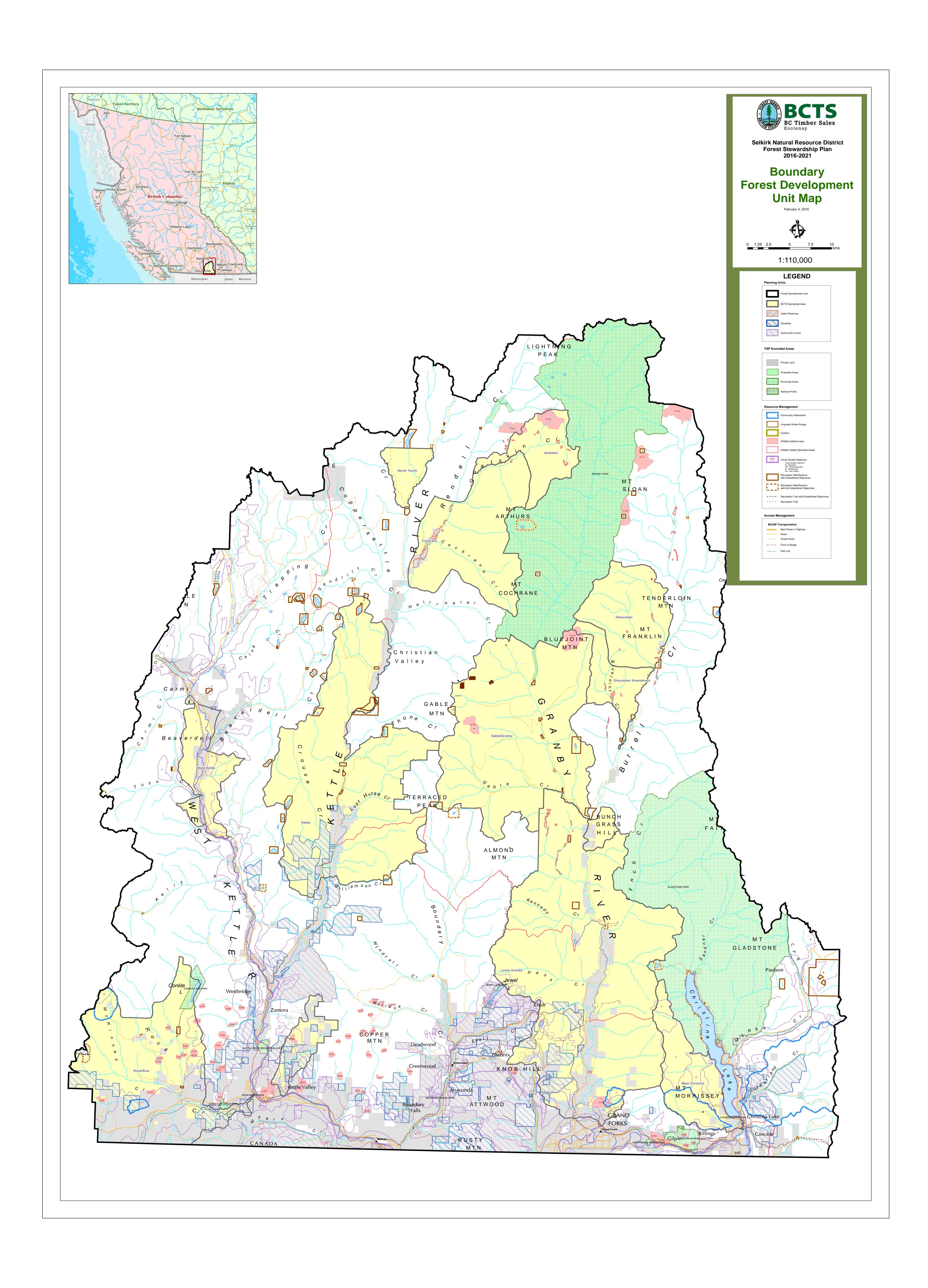
APPENDIX F Forest Development Unit Map

Table 1 Summary of FSP FDU Maps.

Figure 1	Shows the location of the Interfor's TFL 3, 8, and 23 and also our			
i igaio i	operating areas within the Arrow and Boundary TSAs.			
Key Map	Shows the location of all the FDUs with the Arrow Boundary			
(page 9)	portion of the Selkirk Natural Resource District			
FDU	Forest Development Unit Maps within the Boundary TSA			
	Burrell North			
	Burell South			
FDU #1 - Boundary	Rock Creek			
1 Bo m 1 Boundary	TFL 8 North			
	TFL 8 South			
	Grand Forks			
FDU	Forest Development Unit Maps within the ArrowTSA			
	Box Lake			
	Burton			
	Castlegar-Rossland			
	Edgewood			
	Galena			
FDU #2 - Arrow	Incomappleux			
1 BO WZ MIOW	Nakusp			
	New Denver			
	Salmo			
	Slocan			
	Trout Lake			
	Whatshan Lake			

FSP Original Version: 2017-01-09 Page 39 of 39







STAFF REPORT

Prepared for meeting of April 2017

Agricultural Land Commission (ALC) – Exclusion from the ALR						
To: Chair McGregor and Members of the Board						
Owner(s):	File No:					
Ponderosa Estates Ltd.	C-312-02632.275					
Location:						
Ponderosa Drive						
Legal Description:	Area:					
Lot 35 District Lots 312	99 acres					
39263	(40 hectares)					
OCP Designation:	Zoning:	ALR status:	DP Area:			
Industrial	12 – Industrial 2	Yes	Ponderosa Industrial			
Prepared by: Ken Gobeil, Planner						

ISSUE INTRODUCTION

The Regional District has received an application for lands to be excluded from the Agricultural Land Reserve (ALR) by Peter Spencer, acting as an agent for the owner. This referral is a part of the process as identified in the *Agricultural Land Commission Act* and the *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation.* This application is intended to allow a residential and industrial subdivision on the property.

The Regional District has also received a referral from the Ministry of Transportation and Infrastructure (MoTI) for a proposed conventional subdivision of Lot 35 Plan KAP 29935 on Ponderosa Drive, Christina Lake, Electoral Area 'C'/ Christina Lake (see Site Location Map; Subject Property Map; Applicants' Submission). An application to amend the Official Community Plan and Zoning Bylaw has been received as well. This report focuses on the application for exclusion of the subject property from the ALR.

BACKGROUND INFORMATION

Lot 35 has had a contentious history with the surrounding landowners, and the ALC (see Ponderosa Estates Chronology). Historically the land has been the subject of various applications regarding prospective developments and subdivisions. To the applicants' knowledge the subject parcel was never used for farming. Over the last 40 years (1976-2017) there have been roughly seven applications for OCP/Zoning Bylaw amendment, four applications to subdivide in the ALR, two applications for ALR exclusion, one application for non-farm use and one referral from Ministry of

Page 1 of 5

Transportation and Infrastructure for subdivision. The current use of the parcel is described as a vacant/gravel pit within the application.

Within the Official Community Plan, the subject property is part of the Industrial land use designation. The subject property is also within the Ponderosa Industrial Development Permit area. The subject property is not within a service area for community water.

Within the Zoning Bylaw, the subject property is within the Industrial 2 (I2) Zone which was created in the late 1990's with the permission of the ALC as part of a proposed development that never materialized. This permission was based on support by local governments at the time to allow for industrial (non-farm) use on the property due to a lack of industrial property in the area *(see Ponderosa Estates Chronology)*.

To the north, south, and west of the property are privately owned land with residences that are all within the Rural 1 (RUR1) zone. To the east there is a railway, the Cascade Reload Station and Highway 395. The railway is within the Rail/Trail Corridor 1 zone and the Cascade Reload Station is within the Industrial 1 (I1) zone.

There are multiple right of way caveats on title for utilities.

To date the activity to take place on the property includes topsoil removal, gravel extraction, logging, and temporary storage of gas pipe *(see Ponderosa Estates Chronology)*.

RDKB records indicate that the subject property has not been used for agriculture purposes to date.

Provincial Agricultural Capability Mapping

The Agricultural Capability Mapping shows that the portions of this property that are within the ALR to be flat with a 5A (6:2A, 4:3TA) ranking (see, Site Location Map). With irrigation, 60% of the area is a class 2 ranking with a moisture deficiency. The remaining 40% of the area is a class 4 with topography and moisture deficiencies.

Class 2 lands have minor limitations that require good ongoing management practices or may have a minor problem that result in slightly smaller yields than class 1 but does not pose a threat to crop loss under good management. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.

Class 3 lands have limitations more severe than Class 2 and management practices are more difficult to maintain. Limitations may restrict the choice of suitable crops or 1 or more of the following practices; timing and ease of tillage, planting and harvesting, and methods of soil conservation.

This agricultural land capability information and the map were prepared from information generated by Herb Luttmerding, P. Ag., as part of the professional services he provided in developing the Boundary Agricultural Area Plan. This information may differ some from the agricultural capability mapping information generated by the Province. If the application is forwarded to the ALC, they will use the information they deem most appropriate in their determination of agricultural capability,

Page 2 of 5

PROPOSAL

The agents for the applicant seek to remove ± 38.5 hectares of the property from the Agricultural Land Reserve. There are also concurrent applications for Official Community Plan and Zoning Bylaw amendments as well as a residential/industrial subdivision application.

The removal from the ALR is part of an application to subdivide to create 8 total lots. Lots 1-7 are intended to become residential acreages within a range of 2 to 5.6 hectares and part of the application is to create a new Zone for them in the Zoning Bylaw. The remainder in lot 8 would remain within the Industrial 2 (I2) Zone. The proposed lot 8 would be adjacent to the rail and where the gravel extraction has taken place.

(see, Subject Property Map, and Applicants' Submission).

IMPLICATIONS

As mentioned there are concurrent applications for subdivision and bylaw amendments, these applications could not be approved without first obtaining exclusion from the ALC or approval for subdivision within the ALR. The subdivision referral would meet the minimum parcel size for the IN2 Zone but would not meet the intended use.

The Bylaw amendment application has been deferred so that more information into the details of the application could be composed.

Correspondence from surrounding land owners obtained through the application process for exclusion from the ALC indicates that the plan of proposed subdivision is not supported by all of the surrounding landowners as proposed. However, there was support to remove the industrial zone and create a subdivision that meets the requirements of the Rural 1 (RUR1) Zone that is used by the surrounding residential properties (*see landowner correspondence*).

Agricultural Land Commission Act: Introduction of Zone 2

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

- a) The purposes of the commission set out in section 6;
 - To preserve agricultural land;
 - To encourage farming on agricultural land in collaboration with other communities of interest;
 - To encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.
- b) Economic, cultural and social values;
- c) Regional and community planning objectives;
- d) Other prescribed considerations.

Page 3 of 5

The application submitted provides somewhat of a response to these points:

- a) There is no direct response given to this point.
- b) The economic values applicable to this application is the potential development of residential lots with hobby farms that could stimulate the local economy and the remaining industrial property proposed may be utilized, and potential exists for industrial development next to a rail line.
- c) It is believed by applicants that the area is not, and cannot be used for agricultural purposes and that exclusion of ALR and the development of smaller residential lots will create lots similar to historic subdivisions and surrounding land uses.
- d) No other considerations were given.

Surrounding properties, historic applications and development proposals

There have been multiple changes to the original parcel through the various subdivisions. The applicants claim that the current subdivision application is in accordance with surrounding lots that were subdivided previously. Previous applications for development and further subdivision have been reviewed by the ALC. The viewpoint and decisions noted in the ALC correspondence from previous applications have always been firm on the position that there is potential for agricultural development of the property and resisted attempts for this to change.

Local Agriculture

Limited agriculture lands exist within the Christina Lake and Cascade area, and, there is a further shortage of parcels this size within the ALR in the area. As stated previously there has yet to be any agricultural development of the land, meaning the soil capabilities have not been diminished through over production or poor land management practices. This application would remove class 2 and 3 agricultural land from the jurisdiction of the ALC, and protection of the ALR.

The moisture deficiencies listed in the soil capability can be mitigated by irrigation and water preservation practices. Topography limitations may be attributed to a gravel deposit on the property that is currently utilized as a gravel pit, many options are still available for agricultural development with these soil classifications.

Official Community Plan policies on Agricultural land are found in section 2.5.3.1 and state that the *Regional District supports the maintenance of a viable agricultural sector in the local economy and shall strive to minimize the opportunity for conflict between agricultural and residential interests in Area 'C'.* This application for exclusion from the ALC contravenes the section of the Official Community Plan quoted above.

ADVISORY PLANNING COMMISSION COMMENTS

The Electoral Area 'C' / Christina Lake Advisory Planning Commission did not support the application for removal from the ALR.

Page 4 of 5

PLANNING STAFF COMMENTS

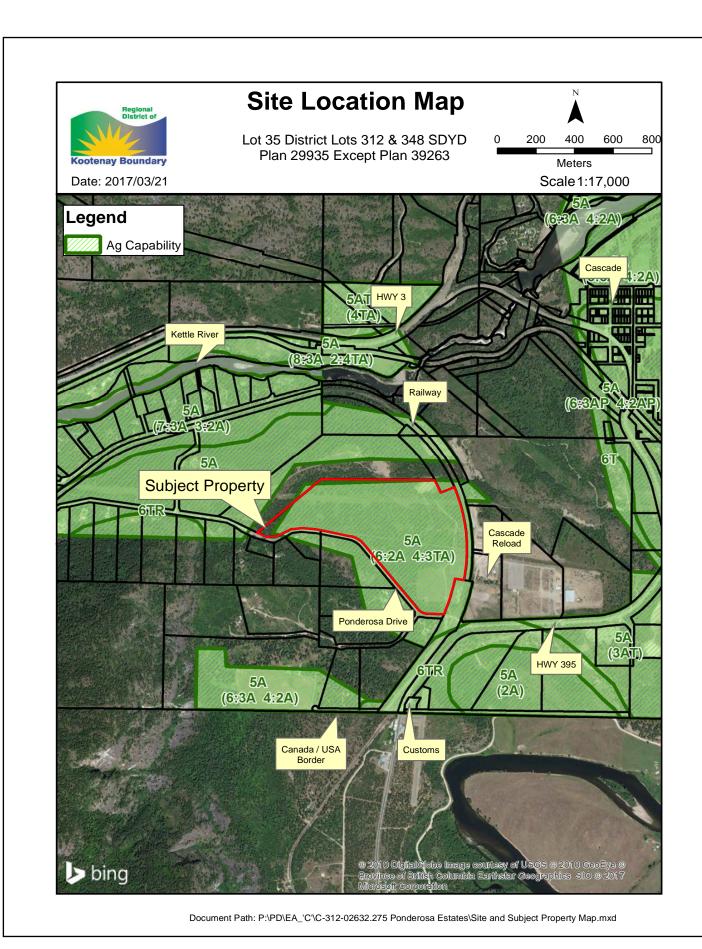
The applicant states that the intent of the application for ALR removal is to enable a subdivision for a mix of residential and industrial uses. The ALR removal can however be done independently of the application for bylaw amendments and subdivision. The applicant could also consider an application for subdivision in the ALR and bylaw amendments to enable the desired outcome.

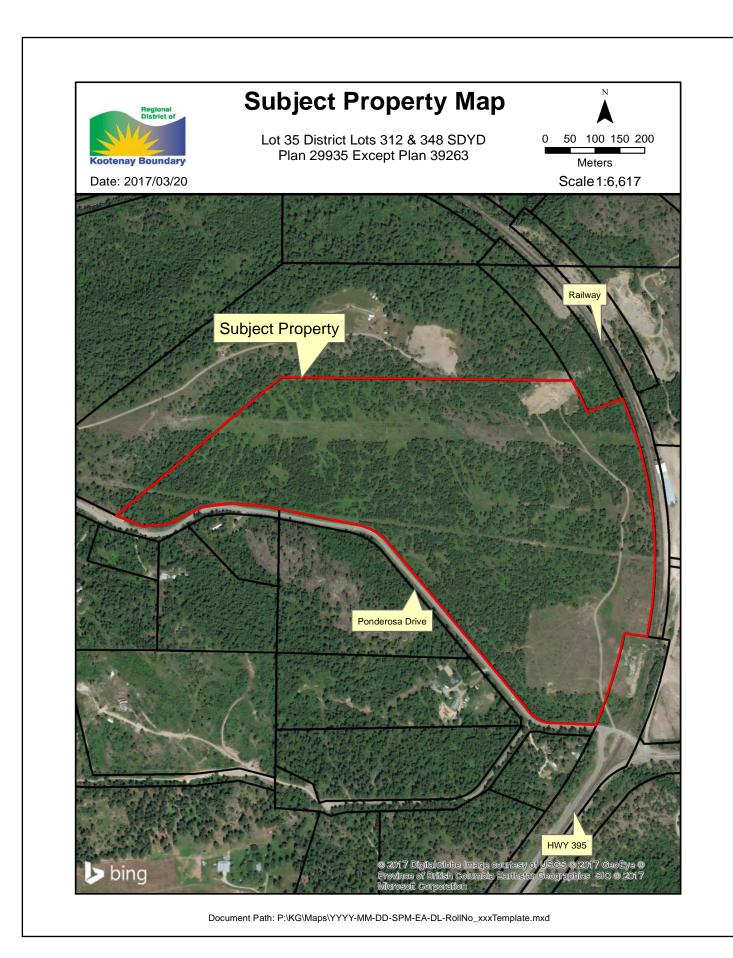
RECOMMENDATION

That the application for removal from the Agricultural Land Reserve of Lot 35 District Lots 312 & 348 SDYD Plan 29935 Except Plan 39263 be forwarded to the Agricultural Land Commission with a recommendation of non-support.

ATTACHMENTS

Site Location Map Subject Property Map Applicants' Submission Local Submissions Ponderosa Estates Chronology





Provincial Agricultural Land Commission - Applicant Submission

Application ID: 56192

Application Status: Under LG Review

Applicant: Ponderosa Estates Ltd., INC.No. 177250

Agent: P Spencer

Local Government: Kootenay Boundary Regional District

Local Government Date of Receipt: 02/16/2017

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Exclusion

Proposal: The purpose of this proposal is to provide an opportunity to utilize a parcel that has been under developed for decades. The opportunity is to provide a subdivision into parcel lot sizes consistent with historical lot sizes in the area. There will be eight lots ranging in size from 2ha to 17.4 ha. 7 lots will be residential and the eastern 17 ha lot will remain industrial and provide a large buffer between the zones.

Agent Information

Agent: P Spencer Mailing Address: B 301- 325 Howe Street Vancouver, BC V6C 1Z7 Canada

Primary Phone: (604) 684-0922 Email: print@printtime.ca

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple **Parcel Identifier:** 004-128-923

Legal Description: Lot 35, District Lots 312 and 348, Similkameen Division Yale District, Plan

29935, Except Plan 39263 **Parcel Area:** 30.5 ha

Civic Address: Ponderosa Drive, Christina Lake

Date of Purchase: 08/11/2003 **Farm Classification:** No

Owners

1. Name: Ponderosa Estates Ltd., INC.No. 177250

Address: P.O. Box 40 Christina Lake , BC V0H 1E0

Canada

Phone: (604) 684-0922

Applicant: Ponderosa Estates Ltd., INC.No. 177250

Current Use of Parcels Under Application

- **1.** Quantify and describe in detail all agriculture that currently takes place on the parcel(s). *No agriculture takes place on the property*
- 2. Quantify and describe in detail all agricultural improvements made to the parcel(s). Partially cleared
- **3.** Quantify and describe all non-agricultural uses that currently take place on the parcel(s). *Two gravel pits on the parcel.*

Adjacent Land Uses

North

Land Use Type: Residential Specify Activity: Single family

East

Land Use Type: Industrial

Specify Activity: Transportation re-load

South

Land Use Type: Residential Specify Activity: residential

West

Land Use Type: Residential Specify Activity: residential

Proposal

1. How many hectares are you proposing to exclude? 30.5 ha

2. What is the purpose of the proposal?

The purpose of this proposal is to provide an opportunity to utilize a parcel that has been under developed for decades. The opportunity is to provide a subdivision into parcel lot sizes consistent with historical lot sizes in the area. There will be eight lots ranging in size from 2ha to 17.4 ha. 7 lots will be residential and the eastern 17 ha lot will remain industrial and provide a large buffer between the zones.

3. Explain why you believe that the parcel(s) should be excluded from the ALR.

The parcel has been zoned industrial use for many years. While portions of the original lot; east of Lot 35, have achieved successful Industrial uses this has not been the case for Lot 35. Despite many efforts by the owner industrial land buyers have not been forthcoming for Lot 35. Similarly Lot 35 has not attracted any agricultural users as it can only be described as marginal agricultural land. The scope of investment

Applicant: Ponderosa Estates Ltd., INC.No. 177250

in the property required to create any kind of agricultural opportunity leaves it in a marginalized situation and very unlikely to be developed for farming. The property is currently zoned industrial which raises the question of why it would remain in the ALR with a zoned land use that does not integrate well with ALR uses. By creating lots 1 through 7 as residential and lot 8 remaining industrial there is an opportunity to provide relief to the neighbourhood from potential industrial land use conflicts and provide an opportunity for modest hobby farm and residential activities.

4. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

As discussed above the property has been underutilized for many years. Development of residential lots and hobby farms will stimulate the local economy and blend in with the historical surrounding land uses. The remaining Industrial property currently the site of the two gravel pits will also create a viable industrial parcel this would still allow for industrial development next to the rail tracks.

5. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

N/A

6. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

By allowing exclusion and development of smaller residential zoned parcels potential land use conflicts will be moderated with this downzone.

7. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

Historically this area has a mixed residential land use. Agriculture has not been a predominant use in the area. Removal from the ALR and downzoning the parcel will allow development consistent with what has historically occurred in the area and provide for residential growth in an area where this use is much in demand

Applicant Attachments

- Agent Agreement Property Dynamics INC
- Proof of Serving Notice 56192
- Proposal Sketch 56192
- Proof of Advertising 56192
- Other correspondence or file information map
- Proof of Signage 56192
- Certificate of Title 004-128-923

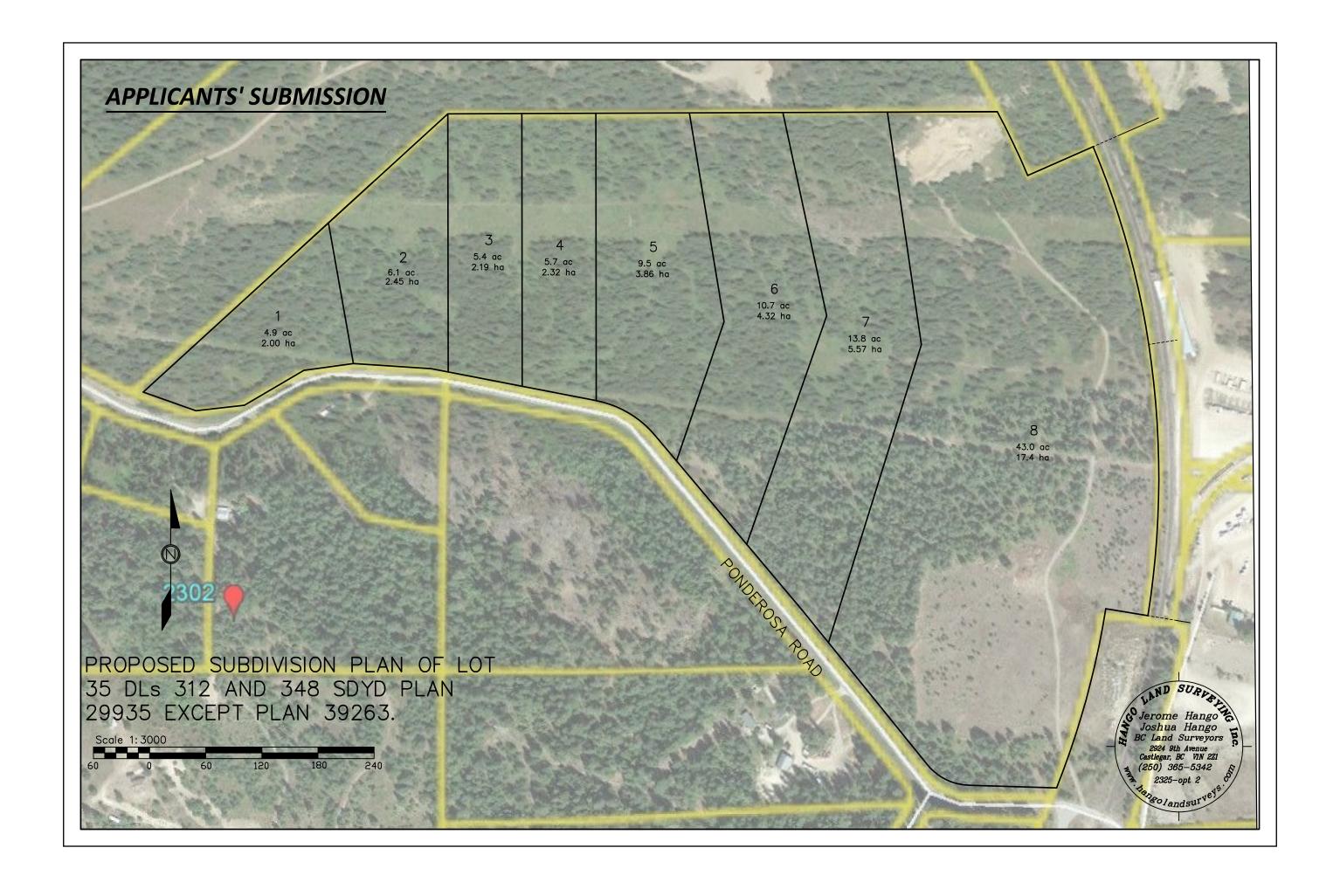
ALC Attachments

None.

Decisions

None.

Applicant: Ponderosa Estates Ltd., INC.No. 177250



*From the Bylaw Amendment Application

The space is provided to describe the proposed development. Additional pages may be attached.

Property History

- Currently this property is zoned Industrial 2 and this zoning allows parcels to be a minimum of 1
 ha. There is an exhaustive list of permitted industrial uses with residential use being a
 secondary use only. Other industrial restrictions include a 100 meter setback from Ponderosa
 road and 7.5 meters from any lot line.
- The property is also located in an 'Agricultural Land Reserve' despite the fact that it is zoned Industrial - a zone that was supported at the time of rezoning by the ALC. A factor making it difficult to utilize the land for agricultural purposes is the marginal viability of the soils and the lack of water on the site.
- Based on the above factors we are applying for the land to be removed from the ALR and are
 concurrently applying for the land to be downzoned to a residential zone to better fit into the
 already established historical neighbourhood.
- As mentioned the parcel has been zoned an industrial use for many years. While portions of the
 original lot 35 east of the rail right of way have achieved successful industrial use this has not
 been the case for lot 35 on west side of the rail right of way. This is despite the ongoing efforts
 of the owner to attract an industrial user.

Proposed Plan

- The plan as shown on the attached map is to downzone the property from industrial to residential use providing 7 residential lots and leaving the eastern most lot 8 adjacent to the rail right of way as industrial. The residential lots will all be over 2ha and range in size from 2 ha to 5.5 ha. We believe these lot sizes represent the historic lot size in the area and are in a category of local demand. By removing most of the property from industrial use we believe this will provide a more harmonious land use in the existing neighbourhood. The remaining industrial lot will retain the considerable setback and buffering requirements of the current zone.
- We are interested in working with the community and the planning staff to develop a specific
 zone that reflects the subdivision design attached to the application that will provide residential
 lots greater than 2 ha with onsite services.
- This will create a new residential zone and provide lots consistent with the historical zoning in the neighbourhood.

March 6, 2017

Regional District Kootenay Boundary #202-843 Rossland Avenue Trail, BC V1R 4S5

Attention: Carly Rimell

RE: Comments Regarding an Application for Ponderosa Estates Lot 35 Removal From ALR and Subdivision Proposal

Hello, Carly.

Per the newspaper notice that was published requesting comments in writing by March 8th, here are our written comments regarding the proposal by Ponderosa Estates Ltd for removing lot 35, DL 312 and 348, Plan 29935 from the ALR, seeking rezoning and subsequent subdivision. We are the owners of Lot 17, the 55 acre parcel immediately north of Lot 35, and we share the western and northern property lines with Lot 35. All 8 lots in the proposed subdivision would back onto our lot. We have historically been affected by what occurs on Lot 35, and will continue to be affected. Unfortunately, the owner of Lot 35 has not been a good neighbour to us, with an incident of trespassing onto our land for gravel extraction and logging, which was documented in our comments to the ALR regarding the Ponderosa Estates Ltd application in 2012 for the proposed Ecovillage.

However, we would agree with Ponderosa Estates Ltd that a better use for the land must be found. The outcome must be equitable and fair to all, must consider that this would be a precedent that would apply to all of the Ponderosa Estates area, yet should preserve the community plan. We originally bought this property with the understanding and the attractiveness of the community plan, which would help ensure our quiet enjoyment of our 55 acre parcel. That quiet enjoyment per the community plan must be protected. Whatever restrictions and regulations apply with the outcome must be strictly enforced. When our lot 35 neighbor was not complying with the rules such as with the gravel pit, we found it was next to impossible to get enforcement.

Excluding Lot 35 From The ALR

We are willing to concur if this will lead to a result of subdividing Lot 35 into only four residential lots, as discussed further below.

Tober Family Comments RE Lot 35 Proposal

Rezoning LOT 35 to Residential

We concur that this land be rezoned to a rural residential zoning provided that it is classified exactly the same as our Lot 17. It must follow the same community plan as our Lot 17. We strongly prefer that no portion of Lot 35 remain zoned as industrial, and certainly not 43 acres as noted in the proposal.

If an industrial zoned portion must be retained, then that industrial portion should not be larger than 20 or 25 acres in size. As a long thinner lot that parallels the railway tracks, the frontage of this lot should only extend a little ways past the Ponderosa Drive railway crossing which will still give good access to the property. The first residential property frontage should then commence well east of the intersection of Mountain View road with Ponderosa Drive. Thus this would keep the industrial area well away from the industrial traffic and site visibility. A treed buffer from residents will also be required. Then likewise the northern contact with Lot 17 will be minimum.

Subdividing The Residential Zone

We strongly oppose any subdividing to any lot sizes smaller than what is allowed in the community plan for these Rural 1 Zone properties. Subdividing should be restricted to the same requirements as those applied to the other areas in Ponderosa Estates including our Lot 17 and the nearby Lot 16. Following these restrictions would mean allowing four lots maximum if the 99 acres were all residential. There are several reasons for this.

- 1) Fairness and consistency with us and other area owners.
- Ensuring the community plan is intact to ensure quiet rural separation and private enjoyment of our properties.
- 3) We in Lot 17 know that people with residences in the Lot 35 area will want to walk through the forest to the river and Cascade Canyon north of us by trespassing through our land, harming our private quiet enjoyment and adding to security risks. We already have suffered trespassing incidents by other Ponderosa Estates residents including theft and vandalism of property. Thus, consistent with the community plan, we need to keep the number of neighbors with Lot 35 to a minimum.
- 4) Creating a precedent of subdividing to smaller lots will increase our property tax assessments and thus increase our property taxes, potentially dramatically. As repeatedly seen throughout BC for many years, tax assessors will look at the value of what CAN be done with a property to generate value, not what IS done. The media brought some really interesting cases of this to light in the lower mainland area this year when the assessment notices went out in January. In 2012 when the EcoVillage was proposed, I contacted the assessment office and they agreed that if there was clear precedent that these large Ponderosa Estate lots could be easily subdivided to smaller lots, the assessed value of our property would rise to reflect that higher value potential, regardless if we had no plans to subdivide. The assessed values consider the community plan on paper and in action. In 2012, the ALR case worker for the Lot 35

EcoVillage subdivision proposal independently investigated the potential property tax impact and concurred that our concern had real validity.

Conclusion

In summary, as we argued in 2012, we want to see Lot 35 made into four equal sized residential lots which is consistent with the community plan and current bylaw requirements. If an industrial lot is required, the furthest east of these four would be the industrial lot only, with absolutely minimal frontage on Ponderosa Drive close to the railway tracks.

Subdividing smaller or considering anything that does not conform to the existing community plan is unfair to those of us that purchased these properties in good faith based upon the community plan. It also has the likely consequence of increasing our property taxes.

We trust this is logical and equitable, and should be of assistance to Ponderosa Estates Ltd to appropriately redeploy this land. Please contact us if you have any questions regarding the above or if you wish to explore this further with us.

Thank you so much for considering our concerns!

Sincerely,

Silvia Tober

42 McKenzie Lake Manor SE,

Calgary, Ab T2Z 1Y4

Dan's Cell: 403-863-4762

Daniel Tober

Donna Dean

From:

Richard White [rgwhite123@gmail.com]

Sent:

March-07-17 6:57 PM

To:

Donna Dean

Subject:

Proposal by Ponderosa Estates Ltd Inc to exclude Lot 35 DL 312 & 348 Plan 29935 except Pl

39263 from the ALR and subsequent sub division.

At our general meeting of the Ponderosa Estates Residential Property Owners Ass item 1. with regards to the above was discussed. By a show of hands it was unanimous among the 18 members in attendance that they concurred with the proposal.

This is in accordance with letter received from the proponent that comments be forwarded to the RDKB.

R White

pc K Bartlett Sec/Tres

105 Ponderosa Drive PO Box 506 Christina Lake BC VOH 1E0

March 6, 2017

Regional District of Kootenay Boundary Planning Department 843 Rossland Avenue Trail BC V1R 4S8

Re: Lot 35, DL 312 and 348, SDYD, Plan 29935 - Removal of Lot 35 from the Agricultural Land Reserve

I am writing in regard to the application for the removal of Lot 35, as described above, from the Agricultural Land Reserve (ALR). I received an information package through Canada Post from Ponderosa Estates Ltd. We own and reside on lot 29 which is located across Ponderosa Drive from the subject property and which would be greatly impacted by any industrial efforts on Lot 35.

Lot 35 is a mainly level property which would be very suitable for residential use, hobby farms or other agricultural ventures. It is located within a residential subdivision which is bordered by a set of railway tracks which also separates the subdivision from industrial properties.

As you are aware, over the past 20 years, the property has been rezoned and has had various proposals come forward - mainly industrial ventures. Our family strongly opposes <u>any</u> industry on the residential side of the railway tracks. We, along with other neighbouring properties, support residential properties but we object to industry without a buffer. The application refers to buffering residential properties but it does not do this effectively. Almost half of the property is proposed for industrial use. The lot lines of the industrial lot should be redesigned to have as little effect on neighbouring residential properties as possible. See the attached drawing of north-south property lines. A deflection in angle is not necessary.

By removing this property from the ALR, it would set a precedent and the land commission could be flooded with applications by others in the subdivision to have their properties removed from the ALR as well in order to potentially subdivide their properties. I attended a meeting of Ponderosa residents this past weekend and many stated they would like their properties also removed from the ALR.

Lastly, the Area C Official Community Plan (OCP) does not permit lots smaller than 10 ha in the Ponderosa subdivision. Proposed lot sizes should agree with the OCP. Have the property owners tried to subdivide the current property into four residential properties? This would comply with our local Official Community Plan and there would be <u>no</u> objection from neighbouring properties.

We would wholly support the removal of Lot 35 from ALR in order to create four residential properties of 10 ha each. Thank you for considering these comments.

Sincerely,

Kim Bartlett

LOCAL SUBMISSIONS

ITEM ATTACHMENT # f)

Ponderosa Estates Chronology

1950's

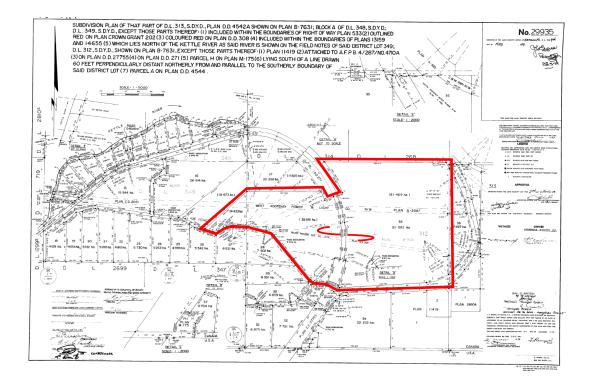
1950 is the approximate year when the Sandners acquired the subject parcel and surrounding lands.

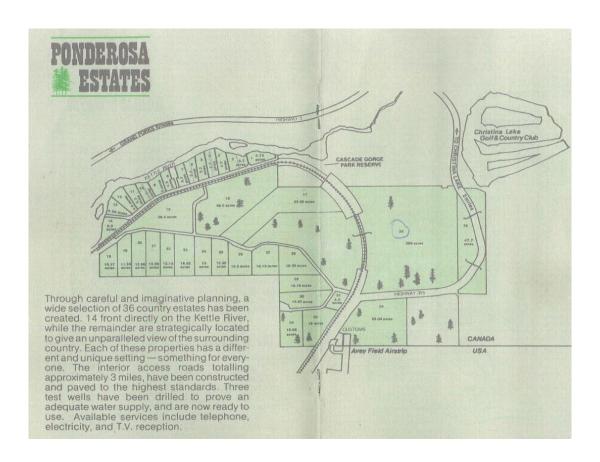
1960's

No significant developments or proposals are on file.

1970's

In 1976 an application was made to the ALC for a 40 lot subdivision. The majority of these lots were along the Kettle River. "In 1978 the ALC allowed subdivision of what is now Ponderosa Estates into 40 parcels, conditional on consolidation of 3 of the lots into one 66 acre parcel (the present Lot 15) and consolidation of 3 lots into one 370 acre parcel (the original Lot 35). These conditions were based on the better agricultural capability of these interior parcels" excerpt from a 1997 letter from the ALC.





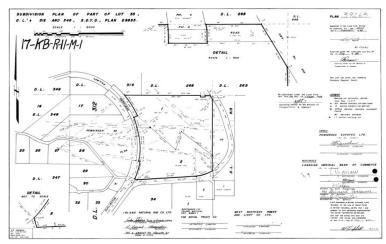
1980's

In 1985 there was a referral for a 2 lot subdivision, which was denied.

In 1985 another subdivision application for Lot 35 was submitted. Splitting the subject parcel into 3 parcels which was originally a 121.583 ha parcel within the application "Lots 1 and 2 will be developed into farmland. It is the intent to place the land into asparagus production." The application also stated that "Lot 3 (subject parcel) is non agricultural land which will be kept as a separate identity." The subject parcel is the remainder of this subdivision. Three parcels were created; one on the west side of the railway (subject parcel) and two on the east side of the railway

In 1986 there was an Application to RDKB to rezone proposed Lot 2, and exclude Lot 2 from the ALR. The application for subdivision and removal of proposed parcel 2 from ALR. In September of 1986 the ALC refused application for the exclusion of the property on the grounds that the agricultural capability warrants its retention within the ALR, but, allowed subdivision of the land into three parcels of approximately 40ha each. This

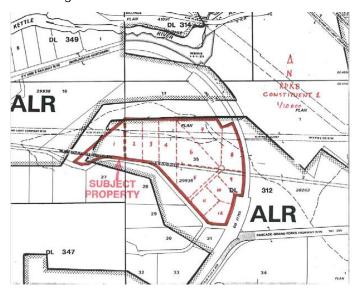
approval also permitted the use of the parcel east of the railway tracks as a railcar loading facility subject to the provision that no permanent structures are to be erected.



In March of 1989 the ALC decision to approve the application to subdivide into two parcels of 14 ha and 27 ha respectively, conditional that no permanent buildings are to be erected on the 14 ha parcel still applies today.

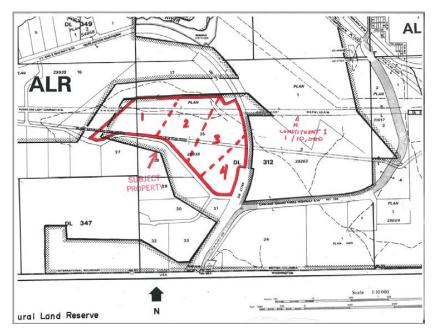
1990's

In 1992 an application was submitted to subdivide subject parcel into 12 parcels ranging from 2.0 ha to 4.7 ha. The ALC denied the application citing the fact that the land is Class 1 and 2 for agriculture. This decision was appealed and in November of 1993 the application was refused again.



In April of 1995 an application for ALR exclusion was submitted for lands on the east side of the rail tracks that were subdivided in the 80's. In January of 1996 this application was approved.

In 1997 a request was submitted to subdivide the subject parcel into four, ten hectare parcels. This application was refused by the ALC. The applicant and ALC had several communications regarding this application. In May of 1997 the ALC reiterated its decision that no further subdivisions of these lands under the 10 ha minimum lot size will be supported. In October of 1997 they reconsidered the application but still upheld the previous decision to not allow four, ten hectare parcels. In December the ALC again reconfirmed the decision to not allow four ten hectare parcels.



In April of 1999 The Boundary Economic Development Committee (BEDC) submitted a letter to the RDKB expressing a need for light industrial land, and identified reasons why the subject parcel would be the best choice for a light industrial uses. In May of 1999 an application was submitted for ALR exclusion of the subject parcel. RDKB was asked to absorb the full cost of this application and other possible application costs.

The APC supported rezoning provided that the Cominco property in the vicinity be included with the subject parcel in the ALC exclusion application. The Board resolution did support the application, however, they did not support waiving or paying any fees

regarding this application. The application for ALR exclusion was not approved by the ALC.

In June of 1999 an Official Community Plan and Zoning Bylaw Amendment were drafted. In July of 1999 an application for a non-farm use on ALR lands was received. Bylaw 1085 was an amendment to the Official Community Plan to place the subject parcel into an industrial land use designation. Bylaw 1086 was an amendment to the Zoning Bylaw to create an Industrial 2 (I2) Zone for the subject property. The public hearing was extremely contentious and there were multiple parties in favour and opposed to the proposed amendments, and the proposed development.

In August of 1999 the ALC approved a post and rail production plant subject to conditions, the conditions included all topsoil be stockpiled for future reclamation, and a treed buffer be outlined and retained as part of the application. In October of 1999 amendment bylaws 1085 and 1086 were adopted.

In November of 1999 a temporary industrial use permit was approved for storage of BC Gas pipe for a specified portion of the subject property in conjunction with BC Gas southern crossing project.

2000's

In July of 2001 it is confirmed that the intended development from the 1999 applications for non farm use and bylaw amendments was not going to be implemented and the intended purchaser had withdrawn their interest from the property. The landowner also felt the change in taxes from the bylaw amendments are unjustifiably high. In August of 2001 in an effort to pay reduced taxes while still permitting industrial development, the landowner applied for bylaw amendments to amend the Official Community Plan and Zoning bylaw to change the subject property to a rural zone with accommodations to allow for certain industrial developments such as a wood product manufacturing and post and tie operations. This application was also extremely contentious and had many opposed, the Ponderosa Estates Property Owners Association had even supported submitted a revised draft bylaw to be reviewed instead. In September of 2001 the APC recommended that the bylaw amendment application not be approved.

In March of 2002 a compromise was made which resulted in a new Official Community Plan and Zoning Bylaw amendment being drafted that included buffering. Bylaw amendments had been recommended by the APC for Board review. This compromise was submitted in the ALC for review. The proposal was not supported by the ALC because it felt this was not the optimum use for the land and the capacity for the land should be maximized to avoid future attempts to rezone agricultural land elsewhere, the current zoning was permitted to remain as there is a noted shortage of industrial land available in the area. As a result, the amendments were rescinded after the comments from the ALC were received.

In January of 2003 after considerable effort by the RDKB to accommodate the public stakeholder's concerns, landowner concerns, and objectives, and the comments by the ALC, new bylaw amendments were drafted. These amendments addressed the comments from the ALC and included creating a development permit area established within the Official Community Plan and a new Industrial 3 zone which would permit more industrial development opportunities. In May of 2003 the ALC gave support to these bylaw amendments. As a result of this the Ponderosa Industrial Development Permit area was created.

In July 2004 it was brought to the RDKB's attention that logging was taking place within a treed buffer that had been an agreed upon buffer to separate the industrial land use from surrounding residences, that topsoil was being removed from the property contrary to ALC regulations, gravel was being extracted from the property, and a portion of easement for right of way for gas line that ran through the property was being used as a road. It was noted that residents had substantial concern and a request was made for the RDKB to investigate further.

In September of 2004 the ALC had investigated the subject parcel and found that activities had taken place and that none of the activities had been approved prior to commencement. An application for development was required to be submitted by the applicant. Terasen gas also investigated and found the road was built without their knowledge, but also advised that work done to create an internal road over the easement was sufficient to protect the gas line.

After a request for enforcement was made to the ALC it was revealed that the ALC had no resources available for pursuing these violations.

In September of 2004 Bylaw 1250 the Official Community Plan for Electoral Area C / Christina Lake was adopted, which is still the current Official Community Plan. The subject parcel is within the Industrial land use area and the Ponderosa Industrial Development Permit area.

In June of 2007 Zoning Bylaw 1300 the Zoning Bylaw for Electoral Area C / Christina Lake was adopted. The subject parcel is within the Industrial 2 Zone (I2). This is the currently active Zoning Bylaw for Electoral Area C / Christina Lake.

In 2007 a request for enforcement was submitted to the RDKB, the ALC and the Ministry of Energy, Mines, and Petroleum resources from a neighbouring landowner regarding encroachment.

In June of 2008 Aquilini Renewable Energy approached the RDKB about utilizing the subject property as a home for a petroleum and industrial waste reduction and recycling facility. In October of 2008 a zoning bylaw amendment was submitted to permit the proposed recycling facility within the 12 Zone. This application also would require

approval from the ALC if it were to proceed, however, the applicants wanted to ensure local government support before proceeding with submission to the ALC. This proposed use was not supported by surrounding residents, the Christina Lake community, or the greater region. In October of 2008 readings of proposed bylaw amendments were deferred until further information could be obtained relating to the concerns raised. In November of 2009 the RDKB requested Aquiline Renewable Energy to provide a response the concerns addressed by March, 2010.

2010's

In April of 2010 Aquilini Renewable Energy formally withdrew their application via an email. During the next APC meeting, after it was revealed the application was withdrawn, Christina Lake community members submitted an application to amend bylaws so that this type of application could no longer be accepted. This request could not be accommodated as local governments have the legal obligation to accept and hear any and all applications. Bylaw amendments were instead drafted to include waste disposal facilities and similar uses to a list of prohibited uses within Electoral Area C.

In November 2011 Marga Ventures approached the RDKB about utilizing the property as a "eco-community". This included submissions for an Official Community Plan Amendment, Zoning Bylaw amendment and application for subdivision. The proposal was to create a cluster of multiple land uses within the subject parcel, they included, agricultural, residential, and commercial.

The agricultural uses included, greenhouses, orchards, beehives, chicken barns. The residential uses included, private residential lots, and a retirement home. Commercial uses proposed a bakery, market, café, and health and wellness centre, and a campsite with rental cabins. The community was intended to be serviced by a communal waste treatment plant and composting facility.

This application also required approval from the ALC. In January 2012 the application was granted conditional support by the RDKB Board pending an agrologist report on the subject parcel. An agrologist report was completed in the Summer of 2012.

The agrologist's report includes the results of a site-based agricultural capability assessment. The report indicates that there are four distinct areas of the property with unique agricultural capabilities as described below:

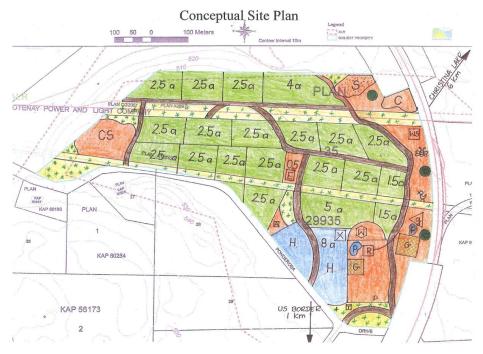
Area	#	% of	Improved Agricultural Capability
	acres	property	
1	20	20	2C (Class 2 - climate limiting)
2	41	45	2A (Class 2 - aridity limiting)
3	13	13	2A (Class 2 - aridity limiting)
4	25	25	6TA (Class 6 - topography and aridity
			limiting)

This detailed analysis indicates that a greater portion of the parcel is Class 2 than the updated mapping that was done as part of the Boundary Agricultural Plan. That mapping indicates that 60% of the parcel is Class 2, while the detailed analysis presented in the Agrologist's report indicates that 75% of the land is Class 2.

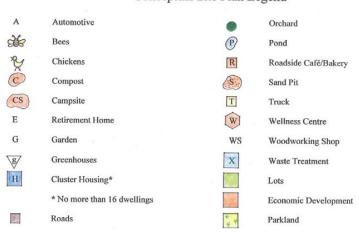
The agrologist's report also pointed out "that the current Industrial zoning allows uses that would permanently damage the physical capability of the land for agriculture. The residential and agricultural uses proposed by Marga Ventures Ltd. is either neutral or beneficial to agriculture; and that there are opportunities to further refine the development proposal such that the potential for positive impacts on agriculture are increased and potential negative impacts on the property's future productive potential are decreased."

In July of 2012 the ALC conducted a site inspection of the subject property. The RDKB was not part of this site inspection. It was stated by the applicant that the ALC seemed skeptical of the proposal at the beginning of the tour but seemed to be more receptive to the idea by the end. The ALC had not yet received a formal application, or recommendation from the RDKB.

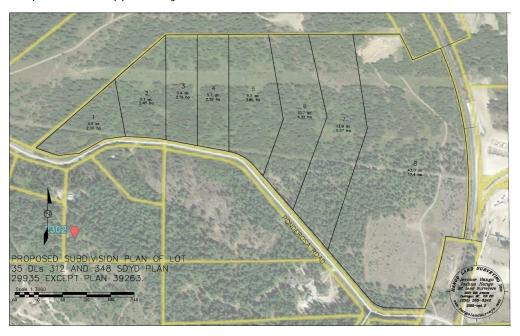
In 2013 there had been no communication by the applicant for nearly a year. In 2014 a refund cheque was issued to the applicant refunding a portion of the application fees paid for the RDKB applications.



Ponderosa EcoVillage in Christina Lake Conceptual Site Plan Legend



In February of 2017 applications were received for an 8 parcel subdivision of the proposed parcel. This application was submitted by agents acting on behalf of the applicant. The proposed subdivision includes industrial and residential land uses, and will require amendments to the Official Community Plan and the Zoning Bylaw. The application is also dependent on approval by the ALC.





STAFF REPORT

Date:	April 20, 2017	File #:	BW-4109s-07440.002
To:	Chair McGregor and Members of t	he Board	
From:	Carly Rimell, Senior Planner		
RE:	Provincial Referral – LCLB Permar Primary and Food Primary)	nent Chang	e to Liquor Licenses (Liquor

ISSUE INTRODUCTION

The numbered company 0985028 BC Ltd, dba Sessions Taphouse and Grill is applying to the Liquor Control Licensing Branch (LCLB) to cancel their food primary liquor license and amend their liquor primary liquor license (Liquor Primary License No. 121017) to apply to the entire establishment. The amendment would result in the capacity of the liquor primary license increasing from 154 to 575 persons (see Site Location Map; Applicant's Submission).

The referral went before the RDKB Board of Directors at the February 21st 2017 meeting. The Board adopted a resolution which did not support the application noting that there was an outstanding building bylaw contravention, in addition to the responses directly from community members none of which supported the application.

LCLB has contacted the Planning and Development staff regarding the Board resolution (83-17). LCLB staff indicated that they cannot consider the RDKB building bylaw contravention as part of their criteria in evaluating the application. If the RDKB does not want to support this application, LCLB requests that the resolution be modified to remove any comments regarding the building bylaw contravention.

BACKGROUND INFORMATION

Site Location Map Applicant's Submission

RECOMMENDATION

Be it resolved that:

1. The RDKB Board of Directors has considered the following:

Page 1 of 3

P:\PD\EA_'E'_Big_White\BW-4109s-07440.002&.004 Sessions\2017 Sessions LCLB Structural Change\Board April RescindResolution\2017-03-06-LCLB Sessions Board.doc

The application submitted by the numbered company 0985028 BC Ltd., dba Sessions Taphouse and Grill located on the main floor of the Snow Ghost Inn, a three storey building located at 20 Kettle View Road at Big White Ski Resort, in Electoral Area 'E'/ West Boundary of the Regional District of Kootenay Boundary. The Snow Ghost Inn is a mixed use building with 49 residential units and 2 commercial units. The applicant owns the commercial units.

The owner has made an application to the Liquor Control Licensing Branch (LCLB) to cancel their food primary liquor license and amend their liquor primary liquor license (Liquor Primary License No. 121017) to apply to the entire establishment. The amendment would result in the capacity of the liquor primary license increasing from 154 to 575. The hours of operation are 11am to 1am Monday to Sunday.

2. 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

Page 2 of 3

P:\PD\EA_'E'_Big_White\BW-4109s-07440.002&.004 Sessions\2017 Sessions LCLB Structural Change\Board April RescindResolution\2017-03-06-LCLB Sessions Board.doc

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.

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

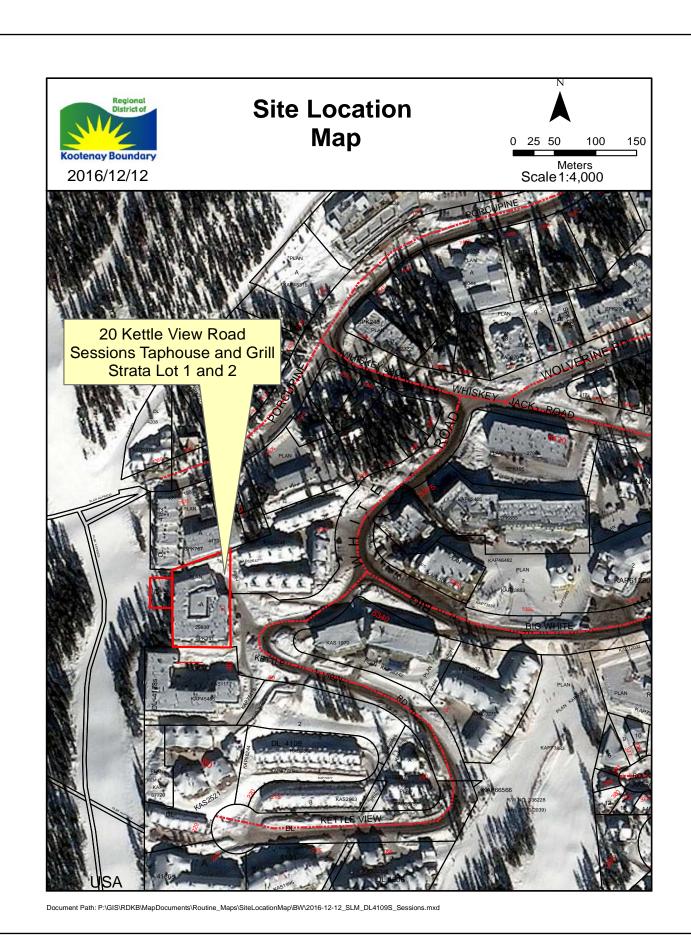
The applicant posted two notice of the proposal signs. The signs were posted on January 28th, 2017. As mentioned there was a response from 9 residential strata owner regarding this application, none of these community members supported the permit amendment application.

4. The Board does not recommend the approval of the liquor license change for Sessions Taphouse and Grill for the following reasons:

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 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 April 20th, 2017.

Authorized	Official





LIQUOI FIIIIIAI Y AIIU LIQUOI FIIIIIAI Y VIUD Structural Change Application

Liquor Control and Licensing Form LCLB 012a

CEIVED

SEP 0 7 2018

VICTORIA BC

What is a Structural Change?

It is defined as a change to the existing approved licensed area(s), including but not limited to:

- ·a change in the position of a wall or partial height divider (pony wall) or fixed planters used as separation between/within a licensed area LIQUOR COUTROL & LICENSING
- new construction
- *the removal or addition of permanent display cabinets, stages or dance floors
- a change to the food and liquor service bar location or size
- in the position of access and exit points leading to or from a licensed area
- the removal of a licensed area from the liquor licence
- addition of a new outdoor patio or the removal or expansion of an existing patio

increase to capacity (occupant load) of a licensed establishment with or without changes to the licensed area(s)

*such other construction or changes the general manager considers may affect patron routing, capacity, or the line of sight between a staff control point and the licensed area of the establishment.

If you are making changes to the current approved floor plan, other than cosmetic changes, a structural aiteration application is required.

Note: This does not include cosmetic changes such as changes to existing flooring, wallpaper, reconfiguring tables and chairs, countertops, painting, or changing the type of material used in the perimeter bounding of an outdoor patio. If you have any questions about this application, call the Liquor Control and Licensing Branch (LCLB) toll-free at: 1 866 209-2111

Licence Information	Licence # affect	ted: 121017	
Please check if licence is currently dormant. If yes, attach a letter signed by the licensee requesting the licence	_	tion is approved.	
Do you currently hold other licences at this location? Food Liquor Primary (Licence #) Licensee Retail S	Primary 12.1022 (Licence #) tore(Licence #)	UBrew/UVin or Other	(Licence #)
Licensee name [as shown on licence]: 0985028 BC Ltd.			
Establishment name [as shown on licence]: Sessions		,,	
Establishment Location address: Whiskey Jack Road	Big White	BC	V1X 6A5
(as shown on ticence) Street	City	Province	Postal Code
Business Tel with area code: 250-765-1375	Business Fax with area code:		
Business e-mail: event.execs@gmail.com			
Business Mailing address: (f different from above) Street	City	Province	Postal Code
Contact Name: Marshall/Justin/Gai	Title/Position: GM		
Type of Change Requested Please check ☑ appropriate box(es) below:			b Number se ONLY
Part 1 Addition of a New Outdoor Patio		Outdoor Patio (C3-LIC)	
Part 2	i	Structural - cepac (C3-LIC)	
Framoval of an existing licensed area	1	Structural - no ca (C4-LIC)	

Fee: \$440 C3 - LiC utting areas that may be ed/stamped and dated ped on your patio plans rea. If you are advised ovide written ligh professional who
utting areas that may be ed/stamped and dated ped on your patio plans rea. If you are advised ovide written
ed/stamped and dated ped on your patio plans rea. If you are advised ovide written
ed/stamped and dated ped on your patio plans rea. If you are advised ovide written
rea. If you are advised ovide written
CAIGO MISTOSIS
//exit (i.e., railings,
lease explain:
· · · · · · · · · · · · · · · · · · ·
(please specify below).
(please specify below).
PONTED & LICENSING
P CONTENTS & LICENSING
P COUTED & LICENSING
já

PART 2: Structural Changes (Excluding construction of new paties)

Fee: \$440 CSI- Cap Ch. C4 - No Cap Ch.

Provide the following information:

Describe in full detail the reason for this application and what the changes are that you want considered.

We currently hold an FP license and a LP license within a single open space. Following a recommendation by our local liquor control officer we are applying to remove the FP licensing and operate solely on the LP license. We do not intend to make any structural changes or changes to our current business model, however the double licensing limits how we use our space. The LP license would allow us to host family events and interactive activities like billiards and enable us to offer a more diverse resort experience at Big White.

2. Attach one 11" x 17" updated floor plan of the establishment which shows the changes proposed and has the determined occupant load calculations stamped on the plan. The floor plan is a view of the establishment as seen if you were to remove the roof or ceiling. Floor plans must

· Show acceptable levels of detail

 Show the dimensions of rooms and provide labels for each room as well as identify unlicensed areas, partial height walls, full height walls, planters, doors and windows, stairs showing direction of travel and all entrances and exits, washrooms, kitchens, bar, patio(s), and furniture layout must be marked on the plan you submit

Note: The occupant load calculation is generally provided by local building or fire authorities in your area. If you are advised that local building or fire authorities do not have jurisdiction or opt out of providing this calculation, provide written confirmation from that authority. You may then take your plan to an alternate qualified architect or design professional who will authorize the calculation. Do not submit this application if you do not have updated floor plans with updated current occupant load. 3. Current total of all licensed areas (as shown on the liquor licence): By haking these alterations, the total occupant load will: (patrons plus staff) Decrease to: combining Frand LP (patrons plus staff) Stay the same: (patrons plus staff) Increase to:

If there is an increase, a resolution from your local government or First Nation commenting on the application is required. Please see Parts 3 and 4 for an explanation of what the local government or First Nation is required to consider.

PART 3: Local Government/First Nation Resolutions: Information for the Applicant

A resolution from your local government or First Nation commenting on the application is required for the following change types:

o Part 1: Addition of a new patio

Part 2: Any alteration/addition, when the proposed change increases the occupant load calculation.

Licensee responsibilities:

1. Fill out applicable sections of this form.

2. Attach floor plan showing the proposed changes and stamped with an updated and current occupant load calculation.

3. Take your completed application, updated floor plan with updated occupancy load calculation to your local government/ First Nation office. They will photocopy all of the documents and complete Part 4.

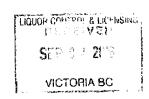
4. Request that a resolution be provided within 90 days and sent via email or post directly to the Liquor Control and Licensing Branch,

Victoria

5. Send the completed original form, floor plan and application fees to the branch.

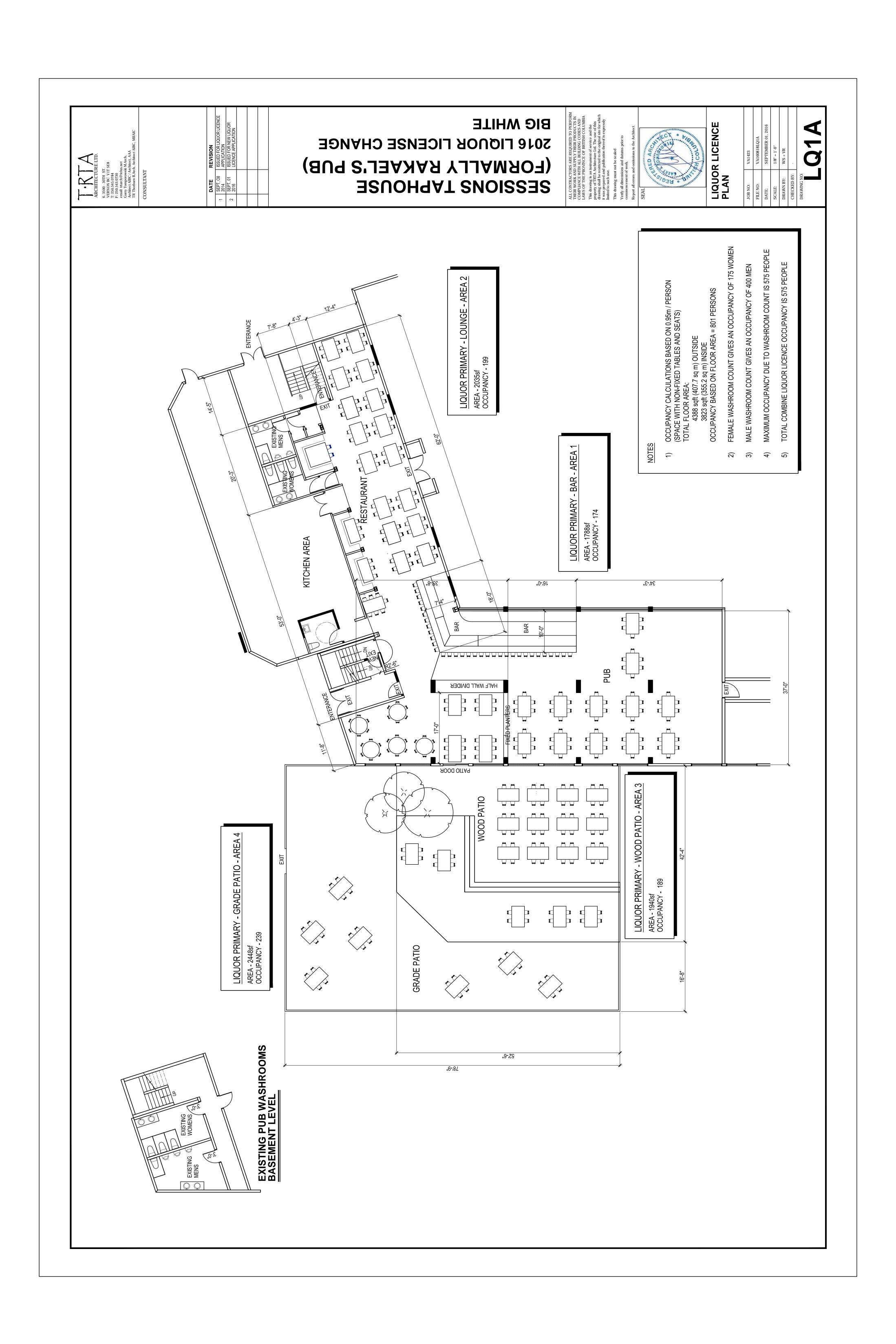
6. The Liquor Control and Licensing Branch will follow up with the local government/First Nation if a resolution has not been received by the Branch within 90 days of the local government's receipt of your request.

Your local government/First Nation may decide that it does not wish to provide comment on your change request. However, they must still provide a resolution or letter stating this decision and submit it directly to the Liquor Control and Licensing Branch.



imary Club licent	out by your local government/First Nation office in relation to Parts 1 and 2. Applies to Liquor Primary and Liquor
	First Nation (name): REGISTRIC DISTRICT OF KOCKEWAY BOUNDARY
ame of Official:	MARK ANDSON TITLE POSITION: GM, OPERATIONS/DC40 (last/first/middle)
nail: man	dison@rdkb.com Phone: 250-368-9148
gnature of Officia	al: MC Date of receipt of application: S/6
Ilquor licence is b CLB Victoria Head ntact the branch ovide comment, a licet the items out	rves as notice from the Liquor Control and Licensing Branch (LCLB) that an application for a permanent change to being made within your community. LCLB requests that a resolution commenting on the application be sent to the d Office within 90 days of the above date of receipt. If more than 90 days is required to provide a resolution, please to make a request to the general manager for an extension. If the local government/First Nation decides not to a resolution or letter indicating this decision must be provided to the branch. Itined below in points (a) through (d) must be addressed in the resolution in order for the resolution to comply with iquor Control and Licensing Regulation. Any report presented by an advisory body or sub-committee to the council or
ard may be refe	renced in and attached to the resolution.
) The impact on	for noise if the application is approved (provide comments). I the community if the application is approved (provide comments).
) if the amendm	nent may affect nearby residents, the local government or first nation must gather the views of residents
o if the local o	with 11.3(2)(c) of the Act. government or first nation gathered the views of residents, they must provide: the views of the residents
an	the method used to gather the views of the residents, and
(iti)	its comments and recommendations respecting the views of the residents. Sport 7, 2010 includes residents and business owners)
o if the views	of residents were not gathered, provide reasons.
i) its recommer	ndation with respect to whether the amendment should be approved.
or more informat ole of Local Gov	remment and First Nation at http://www.pssg.gov.bc.ez/tclb under "Publications, Legislation & Resources".
ART 5: De	claration of Signing Authority Including Valid Interest
v signature, as A	and the state of the state of the second to the seconds
,	Applicant, indicates that, with respect to the establishment:
I am the owner	of the business to be carried on at the establishment or the portion of the establishment to be licensed.
I am the owner I am the owner establishment,	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will be reported to the license is issued.
I am the owner I am the owner establishment, not expire for a	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will a minimum of 12 months after the date the licence is issued. Let the general manager has the right to request the following documentation supporting valid interest at any time and
I am the owner I am the owner establishment, not expire for a I understand th I agree to provi	of the business to be carried on at the establishment or the portion of the establishment to be licensed. For lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will a minimum of 12 months after the date the licence is issued. In the general manager has the right to request the following documentation supporting valid interest at any time and ide the requested documentation in a timely manner upon request:
I am the owner I am the owner establishment, not expire for a I understand th I agree to provi If the appli If the appli months for	of the business to be carried on at the establishment or the portion of the establishment to be licensed. To lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will a minimum of 12 months after the date the licence is issued. The general manager has the right to request the following documentation supporting valid interest at any time and ide the requested documentation in a timely manner upon request: The carried of the property, a Certificate of Title in the applicant's name. The carried of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and
I am the owner I am the owner establishment, not expire for a I understand th I agree to provi If the appli If the appli months fro be signed	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will a minimum of 12 months after the date the licence is issued. at the general manager has the right to request the following documentation supporting valid interest at any time and did the requested documentation in a timely manner upon request: icant owns the property, a Certificate of Title in the applicant's name. Icant is renting or lessing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner.
I am the owner I am the owner establishment, not expire for a I understand th I agree to provi If the appli months fro be signed If the appli	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will a minimum of 12 months after the date the licence is issued. at the general manager has the right to request the following documentation supporting valid interest at any time and did the requested documentation in a timely manner upon request: icant owns the property, a Certificate of Title in the applicant's name. icant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. licant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s).
I am the owner I am the owner I am the owner establishment, not expire for a I understand the appli If the appli months fro be signed If the appli An offer m I understand the I licence, I understand the	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will arminimum of 12 months after the date the licence is issued. In minimum of 12 months after the date the licence is issued. In at the general manager has the right to request the following documentation supporting velid interest at any time and lide the requested documentation in a timely manner upon request: I cant owns the property, a Certificate of Title in the applicant's name. I cant is renting or lessing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building a licence is reason for the general manager to consider cancelling that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the
I am the owner I am the owner establishment, not expire for a I understand th I agree to provi If the appli If the appli Months fro be signed If the appli An offer m I understand th the licence, I understand th	of the business to be carried on at the establishment or the portion of the establishment to be licensed. To lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will a minimum of 12 months after the date the licence is issued. In the general manager has the right to request the following documentation supporting valid interest at any time and dide the requested documentation in a timely manner upon request: icant owns the property, a Certificate of Title in the applicant's name. Icant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. Icant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s), next show price paid, have a term and expiry date, and be signed by both the applicant and the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the property owner. In the story of the offer or option to purchase the pr
I am the owner I am the owner I am the owner establishment, not expire for a I understand the I agree to provi If the appli months fro be signed If the appli An offer m I understand the licence, I understand the licensing proce I understand the As the licensee	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will arminimum of 12 months after the date the licence is issued. In minimum of 12 months after the date the licence is issued. In the general manager has the right to request the following documentation supporting velid interest at any time and lide the requested documentation in a timely manner upon request: I cant owns the property, a Certificate of Title in the applicant's name. I cant is renting or lessing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s) acopy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s) acopy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s) acopy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s) acopy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s) acopy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s) acopy of the offer or option to purchase the property and building(s). I can the general manager to building a building acopy of the offer or option to purchase
I am the owner I am the owner I am the owner establishment, not expire for a I understand th I agree to provi If the appli He to the appli He to the appli An offer m I understand the licence, I understand the licence I understand the licence I understand the licence I understand the license of understand the licence I understand the license of understand the license of use berson to use	of the business to be carried on at the establishment or the portion of the establishment to be licensed. To ressee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will be minimum of 12 months after the date the licence is issued. In the general manager has the right to request the following documentation supporting velid interest at any time and lide the requested documentation in a timely manner upon request: I cant owns the property, a Certificate of Title in the applicant's name. I cant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building a licence is reason for the general manager to consider cancelling that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the least or once a licence has been issued. The timest advise the branch immediately if at any time the potential exists to lose valid interest either during the least or once a licence has been issued. The timest advise the applicant names(s) on documentation demonstrating valid interest must be identical to the applicant names(s). The timest advise the overall operation, for all activities within the establishment and will not allow another the licence without having first obtained a written approval from the general manager.
I am the owner I am the owner I am the owner establishment, not expire for a I understand the license. I understand the licenseng proce I understand the owner or le	of the business to be carried on at the establishment or the portion of the establishment to be licensed. or lessee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will arminimum of 12 months after the date the licence is issued. I minimum of 12 months after the date the licence is issued. I minimum of 12 months after the date the licence is issued. I minimum of 12 months after the date the licence is issued. I minimum of 12 months after the date the licence is issued. I minimum of 12 months after the date the licence is request the following documentation supporting valid interest at any time and ide the requested documentation in a timely manner upon request: I i i i i i i i i i i i i i i i i i i
I am the owner I am the owner establishment, not expire for a I understand the appli If the appli If the appli An offer m I understand the licence, I understand the licenser	of the business to be carried on at the establishment or the portion of the establishment to be licensed. To ressee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will be minimum of 12 months after the date the licence is issued. In minimum of 12 months after the date the licence is issued. In the general manager has the right to request the following documentation supporting velid interest at any time and lide the requested documentation in a timely manner upon request: I cant owns the property, a Certificate of Title in the applicant's name. I cant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the property owner. I neat a licence has been issued. I will be accountable for the overall operation, for all activities within the establishment and will not allow another the licence without having first obtained a written approval from the general manager. I solemnly declare that the statements in this declaration are true. I solemnly declare that the statements in this declaration are true.
I am the owner I am the owner establishment, not expire for a I understand the appliments for the license. I understand the license I understand the license i understand the owner or less the owner or less the appliments for the appliments f	of the business to be carried on at the establishment or the portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will or minimum of 12 months after the date the licence is issued. In thin manager has the right to request the following documentation supporting valid interest at any time and at the general manager has the right to request the following documentation supporting valid interest at any time and the trequested documentation in a timely manner upon request: icant owns the property, a Certificate of Title in the applicant's name. Icant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. Icant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s), nust show price paid, have a term and expiry date, and be signed by both the applicant and the property owner. In the loss of valid interest at any time while holding a licence is reason for the general manager to consider cancelling that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the lease or once a licence has been issued. In at I must advise the branch immediately if at any time the potential exists to lose valid interest either during the lease or once a licence has been issued. I will be accountable for the overall operation, for all activities within the establishment and will not allow another the licence without having first obtained a written approval from the general manager. I solemnly declare that the statements in this declaration are true. I solemnly declare that the establishment. I solemnly declare that the establishment or society, sole proprietor or a
I am the owner I am the owner establishment, not expire for a I understand the appliments for the appliments	of the business to be carried on at the establishment or the portion of the establishment to be licensed. To ressee of the establishment or portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will be minimum of 12 months after the date the licence is issued. In minimum of 12 months after the date the licence is issued. In the general manager has the right to request the following documentation supporting velid interest at any time and lide the requested documentation in a timely manner upon request: I cant owns the property, a Certificate of Title in the applicant's name. I cant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s). I cant is buying the land and the property owner. I neat a licence has been issued. I will be accountable for the overall operation, for all activities within the establishment and will not allow another the licence without having first obtained a written approval from the general manager. I solemnly declare that the statements in this declaration are true. I solemnly declare that the statements in this declaration are true.
I am the owner I am the owner establishment, not expire for a I understand the appliments for the appliments	of the business to be carried on at the establishment or the portion of the establishment to be licensed. If I have an option/offer to lease the or portion of the establishment to be licensed, prior to a licence being issued, I will obtain a completed lease that will or minimum of 12 months after the date the licence is issued. In thin manager has the right to request the following documentation supporting valid interest at any time and at the general manager has the right to request the following documentation supporting valid interest at any time and the trequested documentation in a timely manner upon request: icant owns the property, a Certificate of Title in the applicant's name. Icant is renting or leasing, a fully executed lease or assignment/offer of lease which does not expire for at least 12 on the date the licence is issued. An offer for rent/lease must show rent paid, have a term and an expiry date and by both the applicant and the property owner. Icant is buying the land and the building(s), a copy of the offer or option to purchase the property and building(s), nust show price paid, have a term and expiry date, and be signed by both the applicant and the property owner. In the loss of valid interest at any time while holding a licence is reason for the general manager to consider cancelling that I must advise the branch immediately if at any time the potential exists to lose valid interest either during the lease or once a licence has been issued. In at I must advise the branch immediately if at any time the potential exists to lose valid interest either during the lease or once a licence has been issued. I will be accountable for the overall operation, for all activities within the establishment and will not allow another the licence without having first obtained a written approval from the general manager. I solemnly declare that the statements in this declaration are true. I solemnly declare that the establishment. I solemnly declare that the establishment or society, sole proprietor or a

Name of Official: (last / first / middle) Position: Date: (Day/Month/Year) Date: (Day/Mont					
gnature:	lame of Official: Powell/Kent/	/Bradley	Position: Owner	Date:	19/07/2016
(last / first / middle) Section 16(2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence". False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence. PART 6: Application Fees - Payment Options TOTAL FEE Submitted: \$ [440] n. accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information at email. ayment is by (check (E) one): Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Cheque, payable to Minister of Finance (if cheque is returned to minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Cheque, payable to Minister of Finance (if cheque is returned or finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Cheque, payable to Minister of Finance (if cheque is returned or finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Cheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Cheque, payable to Minister of Finance (if cheque is returned funds as constant funds, a \$30 fee will be charged) Cheque,	40 1 . / -		T OSIGOIII		(Day/Month/Year)
(last / first / middle) (Day/Month/Year) Signature: (Name of Official: (last / first / middle) (Day/Month/Year) Signature: (Day/Month/Year) Signature: (Day/Month/Year) Date: (Day/Month/Year) Signature: Section 15(2) of the Liquor Control and Licensing Act states: 'A porson applying for the issue, renewal, transfer, or amendment of a license who hals to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application nor makes a false or misleading statement in the form of application nor makes a false or misleading statement in the form of application or makes a false or misleading statement in the form of application or makes a false or misleading statement in the form of application or makes a false or misleading statement in the form of application or makes a false or misleading statement in the form of application or makes a false or misleading statement in the form of application or makes a false or misleading statement in the form of application and/or cancelling the licence. PART 6: Application Fees - Payment Options TOTAL FEE Submitted: \$ [440] In accordance with Payment Card Industry Standards, the branch is no longerable to society credit card information is small available to society credit card information. I will call Victoris Head Office at 250-962-5767 or 1.865-206-2111 and undentained that in action can proceded with may application with the application by male in full. Q I am submitting my application by male and I will call with my credit card information. I will call Victoris Head Office at 250-962-5767 or 1.865-206-2111 and undentained that in action can proceded with may application will be application by application by male and I will call with my application will be applicated to be become of the page. [Note: To ensure legibility, do not submit by fax.] [Note: To ensure legibility, do not submit by fax.] [Reference application. All personal Information requested on this form is collected for the purpose o	The Paid				
(last / first / middle) (last / first / mi	lame of Official:		Position:	Date:	
Company	4	ast / first / middle)	1 22.23	•	(Day/Month/Year)
Comparison Com	ignature:	· · · · · · · · · · · · · · · · · · ·			
Company Comp	Name of Official:		Position:	Date:	
Name of Official: (last / first / middle) (l		ast / first / middle)	1		(Day/Month/Year)
Signsture: Section 15(2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commiss an offence". False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence. PART 6: Application Fees - Payment Options TOTAL FEE Submitted: \$ 440 a accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email. ayment is by (check (2) one): Cheque, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged. I a constant in the sufficient funds, a \$30 fee will be charged. I a constant in the sufficient funds, a \$30 fee will be charged. I a constant in the s	ignature:	·			
Signature: Section 15(2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence". False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence. PART 6: Application Fees - Payment Options TOTAL FEE Submitted: \$ 440 In accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email. ayment is by (check (2) one): Cheque, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Whoney order psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Location: 4th Finance funds and in will call with my credit card information, I will call Victoria Head Office at 250-962-5787 (because for Control and Licensing Branch Location: 4th Finance funds f	Name of Official:		Position:	Date:	
Section 15/2) of the Liquor Control and Licensing Act states: "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence". False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence. PART 6: Application Fees - Payment Options TOTAL FEE Submitted: \$ 440 n accordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email. ayment is by (check (2) one): Ochaque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ochony order, payable to Minister of Finance Ocheque, payable to Minister of Finance Credit card: Ovisa OMasterCard OMEX and amautimiting my application by email and I will call with my credit card information. I will call victoris Head Office at 250-952-5787 of 1-955-29-2111 and understand that no action can proceed with my application until the application he is peld in full. Ot am submitting my application by mail and have given my credit information in the space provided at the bottom of the page. Note: To ensure legibility, do not submit by fax. Contact Information Location: 4th Floor, 3350 Douglass St., Victoria BC V82 3.1 For Mail Only: PO Box 9292 Sth Prov Govt Victoria, BC V8W 9.8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lcb E-mail: Ilquor.licensing@gov.bc.ca Freedom of information and Privacy Act. The information requested on this form to collected for the Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglass St., Victoria BC V8W 9.8 Phone: 250 952-5787 Outside Victoria, 1 886 209-2111. Fax: 250 952-7086 Freedom of information of Other proposed on the formation of filest, PO Box 9292 STN PROV GOV Victoria, 1 886 209-2111. Fax: 250 952-7086 Credit card Information (To be submitted by	•	ast / first / middle)	103140111		5
Section 15(2) of the Liquor Control and Licensing Act states. "A person applying for the issue, renewal, transfer, or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application commits an offence". False declaration of valid interest is reason for the general manager to consider terminating the licence application and/or cancelling the licence. PART 6: Application Fees - Payment Options TOTAL FEE Submitted: \$ 440 In accordance with Payment Card Industry Standards, the branch is no longer able to secept credit card information vise email. I ayment is by (check (EI) one): Ocheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ownorey order, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ownorey order, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ocheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ownorey order, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ownorey order, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ownore order, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ownore order, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ocheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ocheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ocheque, payable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Ocheque, payable to Minister of Finance (if cheq	•			**********	
Insecordance with Payment Card Industry Standards, the branch is no longer able to accept credit card information via email. Inyment is by (check (EI) one): Cheque, psyable to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, payable to Minister of Finance Order of Card Ovisa Omester Card Omester Credit card: Ovisa Omester Card Omester Order of Information I will call victoria Head Office at 250-962-5787 of 1-866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full. Order of Information I will call victoria the bottom of the page. Note: To ensure legibility, do not submit by fax. Note: To ensure legibility, do not submit by fax. Note: To ensure legibility, do not submit by fax. Contact Information Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mall Only: PO Box 9292 Sth Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.psg.gov.bc.ca/lcib E-mail: liquor.licensing@gov.bc.ca Freedom of Information and Privacy Act - The Information requested on this form is collected for the purpose of obtaining or making changes to kiquor licence application. All personal information is collected on the strong of the Liquor Control and Licensing Branch, Freedom of Information officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1886 209-2111. Fax: 250 952-7086 CL8012a 5 of 5 Application for Structural Change feelt Card Information (To be submitted by fax or mail only) Name of cardholder (se it appears on card): Credit card number:	consider term	ninating the licen	ce application and/or o		
ayment is by (check (E) one): Cheque, psysble to Minister of Finance (if cheque is returned as non-sufficient funds, a \$30 fee will be charged) Money order, psysble to Minister of Finance Credit card: () VISA (MasterCard () AMEX i am submitting my application by email and I witi call with my credit card information. I will call Victoria Head Office at 250-962-5787 of 1.866-209-2111 and understand that no action can proceed with my application until the application fee is paid in full. I am submitting my application by mail and have given my credit information in the space provided at the bottom of the page. Note: To ensure legibility, do not submit by fax. Contact Information Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mail Only: PO Box 9282 5th Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lcib E-mail: Ilquor.licensing@gov.bc.ca Freedom of information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to ilquor license application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Branch, Freedom of information Officer, PO Box 9282 STN PROV GOV Victoria, BC V8W 9J8. Ph: in Victoria, 250 952-5787 Outside Victoria, 1 888 209-2111. Fax: 250 952-7086 CLB012a 5 of 5 Application for Structural Changer Cardit Card Information (To be submitted by fax or mail only) Name of cardholder (es it appears on card): Expiry date: Expiry date:	ART 6: Application F	Fees - Payment (Options TOTA	AL FEE Submitted: \$	440
Contact Information Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca Freedom of information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 196 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 886 209-2111. Fax: 250 952-7086 Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Credit card number: Explict date:	ayment is by (check (년) one): Ocheque, payable to Minister of Fil	inance (if cheque is returned			ı via emali. İ
Contact Information Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.ficensing@gov.bc.ca Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 198 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066 CLB012a 5 of 5 Application for Structural Changes and Cardinolder (as it appears on card): Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card):	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (if cheque is returned of Finance or CAMEX cation by email and I will catend that no action can proceed that no action can proceed on the catend that no action can by mail and have given	d as non-sufficient funds, a \$30 fee v all with my credit card information ceed with my application until the ap ven my credit information in the s	will be charged) on, I will call Victoria Hea oplication fee is paid in fu pace provided at the b	d Office at 250-952-5787 ol II.
Contact Information Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.ficensing@gov.bc.ca Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 198 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of Information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066 Cluboliza 5 of 5 Application for Structural Changes and Cardinolder (as it appears on card): Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card):	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (if cheque is returned of Finance or CAMEX cation by email and I will catend that no action can proceed that no action can proceed on the catend that no action can by mail and have given	d as non-sufficient funds, a \$30 fee v all with my credit card information ceed with my application until the ap ven my credit information in the s	will be charged) on, I will call Victoria Hea oplication fee is paid in fu pace provided at the b	d Office at 250-952-5787 o il. ottom of the page.
Liquor Control and Licensing Branch Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca Freedom of Information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 196 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066 CLB012a 5 of 5 Application for Structural Changer Cardinolder (as it appears on card): Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Expiry date:	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (if cheque is returned of Finance or CAMEX cation by email and I will catend that no action can proceed that no action can proceed on the catend that no action can by mail and have given	d as non-sufficient funds, a \$30 fee v all with my credit card information ceed with my application until the ap ven my credit information in the s	will be charged) on, I will call Victoria Hea oplication fee is paid in fu pace provided at the b	d Office at 250-952-5787 or il. Stom of the page. R Interesting
Location: 4th Floor, 3350 Douglas St., Victoria BC V8Z 3L1 For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca Freedom of information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 199 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066 CLB012a 5 of 5 Application for Structural Change Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Expiry date:	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (if cheque is returned of Finance or CAMEX cation by email and I will catend that no action can proceed that no action can proceed on the catend that no action can by mail and have given	d as non-sufficient funds, a \$30 fee v all with my credit card information ceed with my application until the ap ven my credit information in the s	will be charged) on, I will call Victoria Hea oplication fee is paid in fu pace provided at the b	d Office at 250-952-5787 or il. Stom of the page. R Interesting
For Mail Only: PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8 Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca Freedom of information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or making changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 199 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 886 209-2111. Fax: 250 952-7066 LCLB012a 5 of 5 Application for Structural Change Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Expiry date:	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (if cheque is returned of Finance of Card OAMEX cation by email and I will catend that no action can proceed on the Card of Car	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the apven my credit information in the specific legibility, do not submit in the specific legibility.	will be charged) In, I will call Victoria Heapplication fee is paid in furpace provided at the body fax.	d Office at 250-962-5787 or il. of the page. 8 1 (Philipping)
Phone: 250 952-5787 Web: www.pssg.gov.bc.ca/lclb E-mail: liquor.licensing@gov.bc.ca Freedom of information and Privacy Act - The information requested on this form is collected for the purpose of obtaining or maiding changes to liquor licence application. All personal information is collected under the authority of Section 15 of the Liquor Control and Licensing Act (RSBC 196 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9.8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 866 209-2111. Fax: 250 952-7066 CLB012a 5 of 5 Application for Structural Change of Cardinolder (as it appears on card): Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card):	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (If cheque is returned of Finance of Card OAMEX cation by email and I will contained that no action can proceed author by mail and have give Note: To ensure	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the specific legibility, do not submit for legibility, do not submit for legibility, do not submit for legibility, and not submit for legibility and legibility.	will be charged) In, I will call Victoria Healphication fee is paid in furpace provided at the bull by fax.	d Office at 250-962-5787 or il. of the page. 8 1 (Philipping)
liquor licence application. All personal information is collected under the authority of Section 15 of the Euglor Control and Licensing Act (1335-136 c.267). Questions should be directed to: Liquor Control and Licensing Branch, Freedom of information Officer, PO Box 9292 STN PROV GOV Victoria, BC V8W 9J8. Ph: In Victoria, 250 952-5787 Outside Victoria, 1 886 209-2111. Fax: 250 952-7068 CLB012a 5 of 5 Application for Structural Chemical Control Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Expiry date:	ayment is by (check (☑) one): Cheque, payable to Minister of File Money order, payable to Minister Credit card: ○ VISA ○ Master is an submitting my applic 1-866-209-2111 and unders	inance (if cheque is returned of Finance of Card OAMEX sation by email and I will claimed that no action can proceed addition by mail and have give Note: To ensure Liquor C Location: 4th Floor	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC	will be charged) In, I will call Victoria Heapplication fee is paid in furpace provided at the body fax.	d Office at 250-962-5787 or il. of the page. 8 1 (Philipping)
Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Credit card number: Expiry date:	ayment is by (check (☑) one):)Cheque, payable to Minister of Fit)Money order, payable to Minister Credit card: ○ VISA	inance (if cheque is returned of Finance of Card OAMEX cation by email and I will cate of that no action can proceed on the Card OAMEX. Note: To ensure the Card OAMEX of the Card OAMEX. Liquor Card OAMEX.	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the series legibility, do not submit legibility, do not su	will be charged) In. I will call Victoria Heapplication fee is paid in furpace provided at the body fax.	d Office at 250-952-5787 or it. of the page. R Including VIII.
Credit Card Information (To be submitted by fax or mail only) Name of cardholder (as it appears on card): Credit card number: Expiry date:	Phone: 250 Preedom of Information and Privac liquor license application. All perso (267) Ouestions should be directly constructed by the construction of the construction of the construction of the construction and Privac liquor license application. All perso (267) Ouestions should be directly properly constructed by the construction of the con	control of Finance of Finance of Finance or Card OAMEX cation by email and I will catend that no action can proceed that no action can proceed to be cated to be c	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: Ike quested on this form is collected to under the authority of Section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch, Freedom of information in the section 15 of Licensing Branch in the section 15 of Licen	will be charged) an, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. V8Z 3L1 3C V8W 9J8 quor.licensing@gov.b	d Office at 250-952-5787 of il. office at 250-952-5787 of il. office at 250-952-5787 of il. A TOPIC A SC II. ICTORIA SC II.
Name of cardholder (as it appears on card): Credit card number: Expiry date: /	Phone: 250 Freedom of Information and Privaciliquor licence application. All persoc. 267). Questions should be directly specification. Because of the persoc. 267). Questions should be directly specification. Because of the persoc. 267). Questions should be directly of the persoc. 267). Questions should be directly of the persoc. 267). Questions should be directly of the persoc. 267). Questions should be directly of the persoc. 267). Questions should be directly of the person. Person of the person of	control of Finance of Finance of Finance or Card OAMEX cation by email and I will catend that no action can proceed that no action can proceed to be cated to be c	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: National E-mail: National Street on the authority of Section 15 of Licensing Branch, Freedom of Information 15 of Licensing Branch 15 of Licensin	will be charged) In, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. V8Z 3L1 3C V8W 9J8 quor.licensing@gov.body In the purpose of obtaind formation Officer, PO Body 9J8-2-7068	d Office at 250-952-5787 of it. Strom of the page. A I (Charling VII) CTORIA BC C.ca Ing or making changes to Licensing Act (RSBC 1996 or 9292 STN PROV GOV)
Credit card number: Expiry date: /	Phone: 250 Freedom of Information and Privaculation of Residuent	inance (if cheque is returned of Finance of Finance of Card OAMEX cation by email and I will cate that no action can proceed that no action can proceed that no action can proceed that no action can proceed that no action can proceed that no action can proceed that no action can proceed that no action can have give that no action can be considered to the constant of the constant o	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: National E-mail: National Street on the authority of Section 15 of Licensing Branch, Freedom of Information 15 of Licensing Branch 15 of Licensin	will be charged) In, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. V8Z 3L1 3C V8W 9J8 quor.licensing@gov.body In the purpose of obtaind formation Officer, PO Body 9J8-2-7068	d Office at 250-952-5787 of it. Strom of the page. A I (Charling VII) CTORIA BC C.ca Ing or making changes to Licensing Act (RSBC 1996 or 9292 STN PROV GOV)
CARCIL DELIG HUMBOL.	Phone: 250 Preedom of Information and Privaciliquor Roence application. All perso. 267. Questions should be directly located to 288. Ph. In Victoria, BC V8W 9J8. Ph. In Victoria are directly located to 288. Ph. In Victoria and Information (To be subred).	inance (if cheque is returned of Finance of	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: National E-mail: National Street on the authority of Section 15 of Licensing Branch, Freedom of Information 15 of Licensing Branch 15 of Licensin	will be charged) In, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. V8Z 3L1 3C V8W 9J8 quor.licensing@gov.body In the purpose of obtaind formation Officer, PO Body 9J8-2-7068	d Office at 250-952-5787 or it. ottom of the page. A I (TENNING VIII) CTORIA BC C.ca Ing or making changes to Licensing Act (RSBC 1996 or 9292 STN PROV GOV)
	Phone: 250 Freedom of Information and Privacular Records as Cardinated application. All personations, BC V8W 9J8. Ph: In Victoria, BC V8W 9J8. Ph: In Victoria Records as the appears of the price of t	inance (if cheque is returned of Finance of	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: National E-mail: National Street on the authority of Section 15 of Licensing Branch, Freedom of Information 15 of Licensing Branch 15 of Licensin	will be charged) an, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. V8Z 3L1 3C V8W 9J8 quor.licensing@gov.b or the purpose of obtaining fithe Liquor Control and formation Officer, PO Bell 952-7068	d Office at 250-952-5787 of it. Strom of the page. A I (Charling VII) CTORIA BC C.ca Ing or making changes to Licensing Act (RSBC 1996 or 9292 STN PROV GOV)
	Phone: 250 Freedom of Information and Privacular Records as Cardinated application. All personations, BC V8W 9J8. Ph: In Victoria, BC V8W 9J8. Ph: In Victoria Records as the appears of the price of t	inance (if cheque is returned of Finance of	d as non-sufficient funds, a \$30 fee vital with my credit card information ceed with my application until the appear my credit information in the special control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: National E-mail: National Street on the authority of Section 15 of Licensing Branch, Freedom of Information 15 of Licensing Branch 15 of Licensin	will be charged) an, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. V8Z 3L1 3C V8W 9J8 quor.licensing@gov.b or the purpose of obtaining fithe Liquor Control and formation Officer, PO Bell 952-7068 Apple	d Office at 250-952-5787 of il. office at 250-952-5787 of il.
Descripted at 1 CLD - 00/07/0046	yment is by (check (☑) one):)Cheque, payable to Minister of Fil)Money order, payable to Minister)Credit card: ○ VISA ○ Master ○ I am submitting my application of lam submitted my application of lam submitted my application of lam submitted my application of lam submitted my application of lam submitted my application of lam submitted my application of lam submitted my application of lam sub	inance (if cheque is returned of Finance of	all with my credit card information ceed with my application until the appear my credit information in the special point of the control and Licensing Branch or, 3350 Douglas St., Victoria BC ix 9292 Stn Prov Govt Victoria, Expess.gov.bc.ca/lclb E-mail: Ik quested on this form is collected for 1 Licensing Branch, Freedom of Information 15 of 1 Licensing Branch, Freedom of Information 15 of 5	will be charged) an, I will call Victoria Heapplication fee is paid in furpace provided at the body fax. VVZ 3L1 3C V8W 9J8 quor.licensing@gov.body fithe Liquor Control and formation Officer, PO Body 952-7068 Application (Montrol and Section 1952-7068)	d Office at 250-952-5787 of il. ottom of the page. 8 II("Fireting" VI I I I I I I I I I I I I I I I I I I





STAFF REPORT

Date:	February 21, 2017	File #:	BW-4109s-07440.002
То:	Chair McGregor and Meml	pers of the Board	
From:	Carly Rimell, Senior Planner		
RE:	Provincial Referral – LCLB Permanent Change to Liquor Licenses (Liquor Primary and Food Primary)		

ISSUE INTRODUCTION

The numbered company 0985028 BC Ltd, dba Sessions Taphouse and Grill is applying to the Liquor Control Licensing Branch (LCLB) to cancel their food primary liquor license and amend their liquor primary liquor license (Liquor Primary License No. 121017) to apply to the entire establishment. The amendment would reduce capacity from 665 to 575 persons (see Site Location Map; Applicant 's Submission).

As part of the process, the LCLB seeks comments from the Regional District regarding the proposed change.

HISTORY / BACKGROUND FACTORS

Sessions Taphouse and Grill (Sessions) is located on the main floor of the Snow Ghost Inn, a three storey building located at 20 Kettle View Road. The Snow Ghost Inn is a mixed use building, with 49 residential units and 2 commercial units. The applicant owns the commercial units. Sessions has been operating under the food primary liquor license and liquor primary liquor license which was previously used for Raakel's Ridge Restaurant and Lounge. Sessions hours of operation are 11 am to 1 am Monday to Sunday.

The parcel is designated 'Village Core' in the Big White Official Community Plan Bylaw No. 1125. It is within the Alpine Environmentally Sensitive Landscape Reclamation and Commercial and Multiple Family Development Permit Area, however a development permit is not required for this application. The property is zoned 'Village Core 6' in the Big White Zoning Bylaw No. 1166, where an 'eating and drinking establishment' is a permitted use.

Historically there have been noise complaints about operations from this facility; however none of those complaints were received directly by the RDKB since the facility operated as Sessions. However, the signage required to be posted for this LCLB referral generated

Page 1 of 6

nine submissions to the RDKB Planning and Development Department, which are summarized below.

PROPOSAL

The applicant proposes to modify the liquor primary liquor license at Sessions to cancel their food primary liquor license and amend their liquor primary liquor license to apply to the entire establishment. The amendment would reduce overall capacity from 665 to 575 persons.

A food primary license is primarily focused on the service of food, as opposed to liquor, and focuses on seated customers as opposed to standing room with entertainment. Minors are allowed in all food primary establishments, whereas minors are generally not allowed in liquor primary establishments. Ski resorts are an exception however, since minors are allowed in liquor primary establishments until 8:00 pm when accompanied by an adult parent or guardian.

IMPLICATIONS

If the RDKB wants to provide comments on a permanent change to a liquor license application¹, Section 11. 3 of *The Liquor Control and Licensing Act* requires the local government to consider the following criteria:

- the potential for noise if the amendment is approved;
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner contrary to its primary purpose.

If the amendment may affect nearby residents, the local government must gather the views of residents in accordance with provisions of the Act. The options for this are:

- (i) receiving written comments in response to a public notice of the licence application,
- (ii) conducting a public hearing in respect of the licence application,
- (iii) holding a referendum, or
- (iv) any other similar method determined by the local government.

The RDKB solicits the views of nearby residents and the larger community by requiring the applicant to place signs on the property, visible at or near the front of the building, by the main entrance, and other conspicuous spots where residents, patrons and members of the community can easily see it and have an opportunity to comment. The

¹ Local government or First Nations can waive the opportunity to comment on these applications. However, if they elect to comment then they must comply with the prescribed criteria in the Liquor Control and Licensing Act and the implementing Regulation.

RDKB provided signs for display to the applicant. The applicant posted the signs on January 28th, 2017.

RDKB Bylaw Contravention

In Summer 2014, the owner, 0985028 BC Ltd., constructed an alteration to a commercial building without a final inspection. A Stop Work Order letter was mailed. A Building Permit application was then received by the RDKB Building Department, a permit was paid for and issued. A Notice was registered on title with the Land Titles Office regarding the bylaw contravention. A building permit has since been issued and the applicant has submitted all necessary documents to have the notice on title removed. The Regional District is in the process of removing the notice.

In Summer 2014, the owner, 0985028 BC Ltd., constructed an addition in the form of a deck, without first obtaining a permit. The deck is located on a separate, adjacent legal parcel. A Stop Work Order was posted and a registered letter was mailed. The registered letter was returned unclaimed. A Notice was registered on title with the Land Titles Office regarding the bylaw contravention. The owner submitted an application for a building permit for the deck on February 16th, 2017; however there are a number of outstanding schedules that have not been received.

ADVISORY PLANNING COMMISSION COMMENTS

The Big White Advisory Planning Commission had the following discussion in January 2017;

"The APC feels there will be no foreseeable impact to the community by changing this license. The noise impact will not be significantly greater, and the APC does not see the establishment being operated in a manner contrary to its primary purpose upon changing the license.

The APC would like to continue with having the applicants communicate with their Strata board in which their business operates to notify the owners of the change of license, not just a sandwich board outside the building. As there are many owners who may not be coming to their property this year, or have already left for the season."

Recommendation:

It was moved, seconded and resolved that the APC recommends to the Regional District that the subject referral not be supported due to the outstanding building bylaw contraventions.

PLANNING AND DEVELOPMENT DEPARTMENT COMMENTS

The referral was received by the RDKB on December 5, 2016. The LCLB requests that a resolution be sent to them within 90 days of receipt by local government giving the RDKB until March 5, 2017 to respond.

The responses received as a result of the posting of signs were unanimous in that the

Page 3 of 6

strata owners that submitted comments did support the LCLB license amendment proposal. Concerns cited include:

- noise extending past permitted hours of operation and quiet hours of building strata. Some argued that the building is of wood frame construction, which makes noise abatement difficult.
- congregation and creating disturbances outside the establishment inside the building in common areas (including the pool area), in the parkade and outdoors
- extension of disturbance beyond the subject property and onto adjacent residential properties
- noise vibration in residential units causing damage (e.g. dishes falling from cupboards)
- safety concerns regarding violent behavior by patrons, and vandalism.

Comments raised the concern that conversion to a liquor primary license would compound the noted concerns because the business would operate more like a night club rather than a restaurant, which would be considered more family friendly. Further, it was noted that there is not always a police presence at the resort to deal with the potential police matters that may arise.

BACKGROUND INFORMATION

Site Location Map Applicant's Submission

RECOMMENDATION

Be it resolved that:

 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.

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

Page 4 of 6

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.

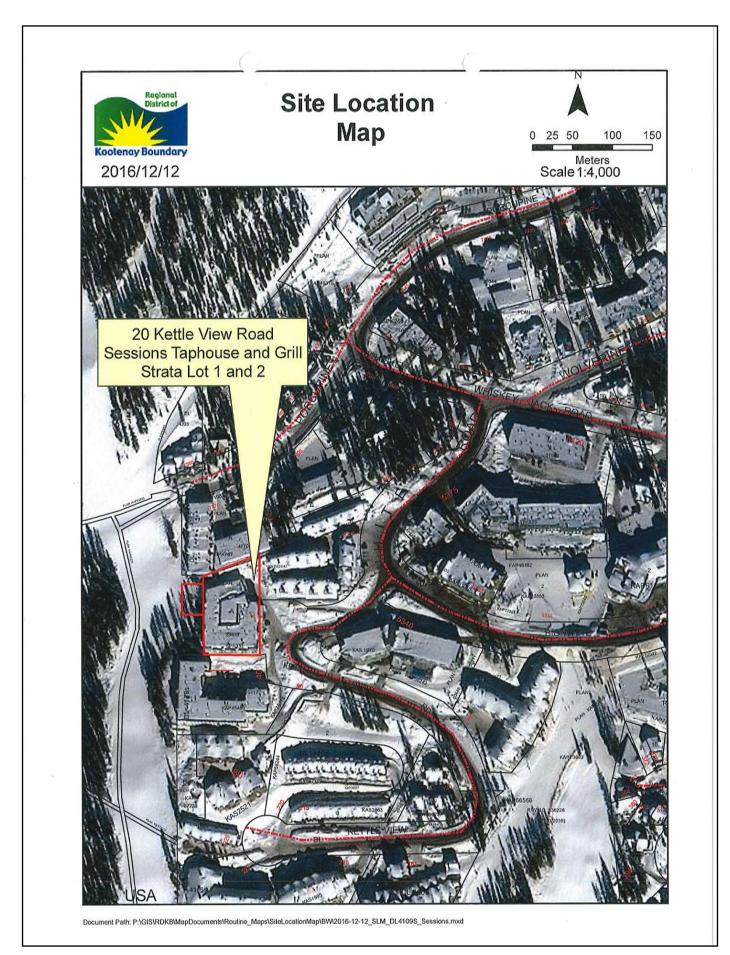
3. The Board's comments on the views of the residents are as follows:

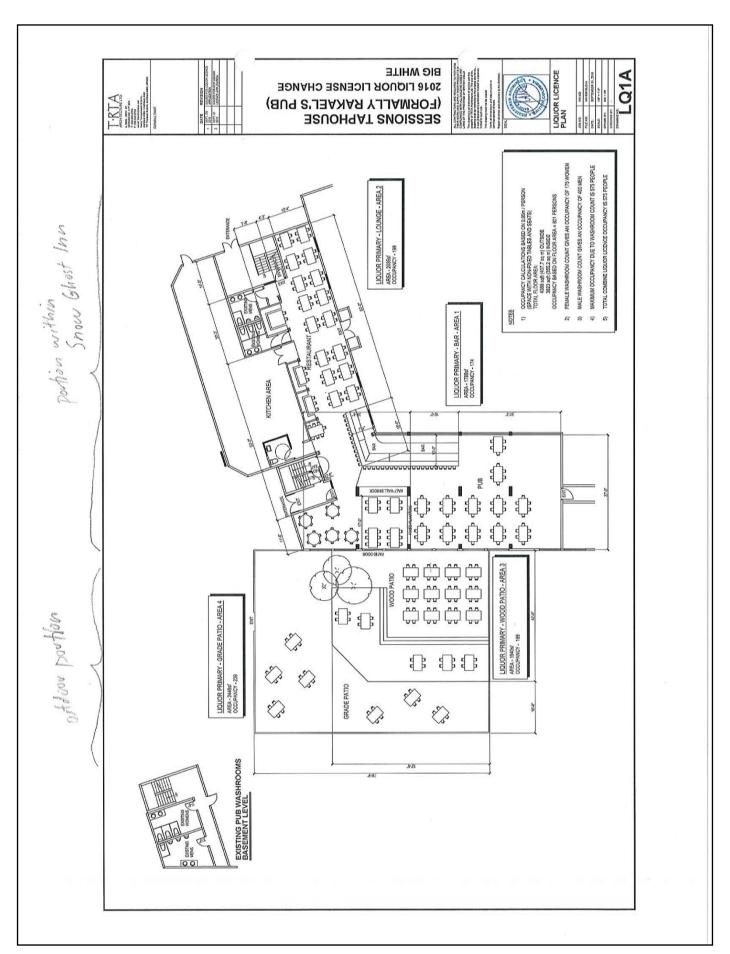
The applicant posted two notice of the proposal signs. The signs were posted on January 28th, 2017. As mentioned there was a response from 9 residential strata owner regarding this application, none of these community members supported the permit amendment application.

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.

Page 5 of 6

Authorized Official	*	
		15
	•	
	Dana 6 of 6	
P:\PD\EA_'	Page 6 of 6 'E'_Big_White\BW-4109s-07440.002&.004 Sessions\2017 Sessions LCLB Structural Change\Board\2017-02-14- LCLB_Sessions_Board.doc	







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.

Page 1 of 24 RDKB Board of Directors February 21, 2017 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:

 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

Page 19 of 24 RDKB Board of Directors February 21, 2017 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 owner 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

Page 20 of 24 RDKB Board of Directors February 21, 2017



March 1, 2017

RDKB File #: BW-4109s-07440.002/004 (Please quote on correspondence)

Ministry of Public Safety & Solicitor General Liquor Control and Licensing Branch PO Box 9292, Stn Prov Govt Victoria, BC V8W 9J8

RE: Permanent Change to Liquor License
(Hours of Liquor Sales)
Establishment Name: Sessions Tap House and Grill
Liquor Primary License #121017
Food Primary License # 121022
RDKB Electoral Area Big White Ski Resort

This is to advise that the Regional District of Kootenay Boundary (RDKB) Board of Directors, at a Board meeting held on Tuesday, February 21, 2017, adopted the following resolution regarding the above referenced application for a change to Liquor Primary License No. 121017, to permanently change the hours for liquor sales at Sessions Tap House and Grill.

RECOMMENDATION

Be it resolved that:

The Board recommends the permanent amendment for the liquor primary liquor license for Sessions Tap House 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 the 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.

(4)

March 2, 2017 LCLB Page I 2

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 11pm, however the liquor license expires at 1am. 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 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 complaints allege that the impact on 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 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 \pm 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, 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 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.

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

The applicant posted two notice of proposal signs. The signs were posted on January 28, 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.

March 2, 2017 LCLB Page | 3

The RDKB Board Staff Report and the minutes from the Board meeting held February 21, 2017, referencing this application, have been attached for your information.

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 21, 2017.

Sincerely,

Theresa Lenardon

Manager of Corporate Administration .

TL/lh Encl.

P:\PD\PD_Committee\BoardFollowUp\BigWhite\LCLB\2017-03-01-LCLB-Sessions Tap House and Grill.doc



STAFF REPORT

Meeting Date: April 12, 2017

	T-1	7	g
Date:	March 27, 2016	File:	
То:	RDKB - Electoral Area	'C' Parks an	d Recreation Commission
From:	Tom Sprado, Manage Recreation	r of Facilitie	s and Recreation – Grand Forks and District
RE:			PROPOSED CHRISTINA CREEK PEDESTRIAN M STRATEGIC PRIORITIES FUND

Issue Introduction: The deadline for submitting to the Gas Tax Strategic Priorities Fund (SPF) is June 1, 2017. A Council/Board resolution indicating support for the application is required.

The Regional District of Kootenay Boundary Board of Directors can only approve up to two applications under the SPF-Capital Infrastructure Projects Stream and one application under the SPF-Capacity Building Stream for a total of 3 applications. This project proposal would fall under the SPF-Capital Infrastructure Projects Stream -1 of 2 applications AND a Board resolution supporting the application.

Background: Applications must be received through the UBCM Program Information Management System (PIMS) and must include the following:

- Completed online application form;
- Attached feasibility study and/or detailed designs/detail cost estimates and other relevant supplemental documentation; and
- A Council/Board resolution indicating support for the application.

(Please see attached Program Guidelines - March 2017 for more information)

BikeBC funding announcements for the 2017grant is indicating that we were not successful in securing funding for the pedestrian bridge project – other grant possibilities need to be source out. (Please see attached email from the BikeBC Program, dated March 31, 2017)

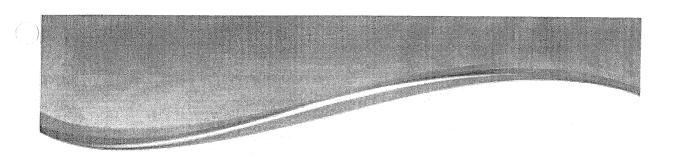
At the February 10, 2016 Christina Lake Parks & Recreation Commission meeting it was agreed to go with Concept #1 – Precast Concrete Girder Bridge, to a maximum amount of \$1,628,000 – this will allow staff to precede with grant applications if and when opportunities become available.

Financial Implications: A SPF grant can fund up to 100% of eligible costs of an eligible project up to a maximum federal Gas Tax Fund amount of \$6 million.

Recommendation: That the Regional District of Kootenay Boundary Board of Directors approves the Regional District of Kootenay Boundary's application to the UBCM Gas Tax Program Services – Strategic Priorities Fund for the construction of a pedestrian bridge across Christina Creek at Christina Lake in the amount of \$1,628,000.

Respectfully submitted:

5



Program Guidelines for the Federal Gas Tax Fund Strategic Priorities Fund

Capital Infrastructure Projects Stream and Capacity Building Stream

March 2017

ubcm.ca

6

	Strategic Priorities Fund
Program Purpose	Provides funding for strategic investments that are large in scale, regional in impact or innovative.
Eligible Applicants	All local governments outside the Greater Vancouver Regional District.
Eligible Projects Capital Infrastructure Projects Stream	Public Transit; Local Roads and Bridges; Community Energy Systems; Drinking Water; Solid Waste; Wastewater; Highways and Major Roads; Local and Regional Airports; Short-Line Rail; Short-Sea Shipping; Broadband Connectivity; Brownfield Redevelopment; Disaster Mitigation; and Cultural, Tourism, Sport and Recreation Infrastructure.
Eligible Projects Capacity Building Stream	Asset Management, Long-Term Infrastructure Planning, and Integrated Community Sustainability Planning.
Application Limit	Two (2) capital infrastructure projects stream applications. One (1) capacity building stream application.
Available Funding	Up to 100% of net eligible costs of approved projects up to a maximum federal Gas Tax fund contribution of \$6 million. Project applications over \$6 million remain eligible provided that additional costs are confirmed through other funding sources.

Contact UBCM Gas Tax Program Services:

For further questions on Strategic Priorities Fund, please contact UBCM via e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Gas Tax Program Services 525 Government Street Victoria, BC V8V 0A8

ubcm.ca

Table of Contents 1. PROGRAM OVERVIEW 2. GOALS AND OBJECTIVES 3. APPLICATION DEADLINE 4. ELIGIBLE APPLICANTS 5. APPLICATION LIMITS 2 6. PROJECT CATEGORIES 2 SPF Capital Infrastructure Projects Stream 2 SPF Capacity Building Stream 2 7. ELIGIBLE AND INELIGIBLE COSTS 3 Eligible Costs for SPF Capital Infrastructure Projects Stream 3 Cost Estimate Classification Definitions 3 Eligible Costs for SPF Capacity Building Stream 3 Ineligible Costs for Capital Infrastructure and Capacity Building Projects 4 8. PHASING OF PROJECTS 5 9. INELIGIBLE PROJECTS 5 10. HOW TO APPLY 5 11. FUNDING AMOUNT LIMIT 5 12. AVAILABLE FUNDING 6 13. SELECTION PROCESS AND CRITERIA 6 Screening Criteria 6 14. SELECTION AND SCORING CRITERIA 6 SPF Capital Infrastructure Projects Stream 6 SPF Capacity Building Stream 7 15. APPROVED APPLICATIONS 7 Content of Funding Agreements Applicable Law **Payments** 8 ANNEX A: EXAMPLES OF ELIGIBLE SPF PROJECTS

ubcm.ca

PROGRAM OVERVIEW

In May 2014, Canada, BC and UBCM signed the renewed Gas Tax Agreement (GTA) which provides a ten-year commitment of federal funding for investments in Local Government infrastructure and capacity building projects in British Columbia.

One of the key funding programs established through the GTA is the Gas Tax Strategic Priorities Fund (SPF). The SPF is an application-based funding program, which pools approximately \$30 million of the \$265 million annual federal Gas Tax Fund for strategic investments that are considered large in scale, regional in impact, or innovative and support the Gas Tax Fund national objectives of productivity and economic growth, a clean environment, and strong cities and communities.

The first SPF intake was launched in 2014, which resulted in the approvals of 66 projects across the province and committing over \$122 million in federal Gas Tax Strategic Priorities Funding.

2. GOALS AND OBJECTIVES

The SPF program provides grant funding specifically targeted for the capital costs of local government infrastructure projects that are larger in scale, regional in impact, or innovative and support the national objectives of productivity and economic growth, a clean environment and strong cities and communities. The SPF program also provides grant funding for Local Government capacity building projects, including asset management, long term infrastructure planning and sustainability planning that support the national objectives and are large, regional or innovative.

3. APPLICATION DEADLINE

The deadline for submitting your SPF application is June 1, 2017.

4. ELIGIBLE APPLICANTS

The SPF program is open to all Local Governments in British Columbia outside of the Greater Vancouver Regional District.¹

Local Governments may choose to apply either as an individual applicant, or as a sponsor for another Ultimate Recipient. Ultimate Recipients are defined as: a local government; a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations; and BC Transit.

All Local Governments are encouraged to apply for funding under this 2017 SPF intake.

¹ Islands Trust and Okanagan Basin Water Board are considered eligible applicants under this SPF program
Page 1 **ubcm.ca**

5. APPLICATION LIMITS

Each eligible Local Government may submit two (2) applications under the SPF-Capital Infrastructure Projects Stream and one (1) application under the SPF-Capacity Building Stream for a total of three (3) applications.

If a Local Government chooses to sponsor an application for an Ultimate Recipient, that will be considered one of that Local Government's allowable applications.

6. PROJECT CATEGORIES

SPF Capital Infrastructure Projects Stream

Public Transit	Brownfield Redevelopment
Local Roads, Bridges and Active Transportation	Local and Regional Airports
Solid Waste	Short-sea Shipping
Community Energy Infrastructure	Short-line Rail
Drinking Water	Highways
Wastewater	Broadband Connectivity
Disaster Mitigation	Culture Infrastructure
Recreational Infrastructure	Sport Infrastructure
Tourism Infrastructure	

SPF Capacity Building Stream

Asset Management Planning	Long-term Infrastructure Planning
Integrated Community Sustainability Planning	

Examples of eligible projects under each category can be found in Annex A of this program guide.

Page 2

ubcm.ca

7. ELIGIBLE AND INELIGIBLE COSTS

Eligible Costs for SPF Capital Infrastructure Projects Stream

Eligible Costs are the expenditures associated with acquiring, planning, designing, constructing or renovating a tangible capital asset, as defined by Generally Accepted Accounting Principles (GAAP), and any related debt financing charges specifically identified with that asset.

In addition, eligible costs also include expenditures directly related to the joint communication activities and with federal project signage for GTF funded projects.

The application will ask the applicant to include the class of cost estimate for the project. Below is a definition of cost estimate classification.

Cost Estimate Classification Definitions

(Source: APEGBC/CEBC: Budget Guidelines for Consulting Engineering Services 2009)

Class A estimate (±10-15%): A detailed estimate based on quantity take-off from final drawings and specifications. It is used to evaluate tenders or as a basis of cost control during day-labour construction.

Class B estimate (±15-25%): An estimate prepared after site investigations and studies have been completed and the major systems defined. It is based on a project brief and preliminary design. It is used for obtaining effective project approval and for budgetary control.

Class C estimate (±25-40%): An estimate prepared with limited site information and based on probable conditions affecting the project. It represents the summation of all identifiable project elemental costs and is used for program planning, to establish a more specific definition of client needs and to obtain preliminary project approval.

Class D estimate ($\pm 50\%$): A preliminary estimate which, due to little or no site information, indicates the approximate magnitude of cost of the proposed project, based on the client's broad requirements. This overall cost estimate may be derived from lump sum or unit costs for a similar project. It may be used in developing long term capital plans and for preliminary discussion of proposed capital projects.

Eligible Costs for SPF Capacity Building Stream

Expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life cycle costs assessments, and Asset Management Plans.

ubcm.ca

//

Expenditures could include developing and implementing:

- i. Studies, strategies, or systems related to asset management, which may include software acquisition and implementation
- ii. Training directly related to asset management planning
- iii. Long-term infrastructure plans

Ineligible Costs for Capital Infrastructure and Capacity Building Projects

Ineligible Costs include:

- · Leasing costs;
- Overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient;
- Direct or indirect operating or administrative costs;
- Costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff;
- · Purchase of land or any interest therein, and related costs;
- · Legal fees; and
- Routine repair and maintenance costs.

Employee and equipment costs are only eligible if:

- a) The Ultimate Recipient demonstrates that it is not economically feasible to tender a contract.
- b) The employee or equipment is directly engaged in the work under the parameters of the contract.
- c) And the arrangement has received prior approval in writing by UBCM.

If the use of own force employee or equipment costs is being considered, please provide in addition to the application, a letter addressing the conditions above. Note that while most eligible costs are eligible from the date of the application submission, own force employee and equipment costs are only eligible from date of UBCM approval.

Under the Capital Infrastructure Stream:

- Response and emergency services related infrastructure are not eligible (including fire halls, fire trucks, fire services equipment, emergency service vehicles, buildings and equipment).
- Investments in health infrastructure (hospitals, convalescent and seniors centres) are not eligible.
- Investments in the National Airport System are not eligible.
- Investments in facilities, including arenas, which would be used as the home of professional sports teams or major junior hockey teams (e.g. Western Hockey League), are not eligible.
- The purchase of vessels, infrastructure that supports passenger-only ferry services, rehabilitation and maintenance of existing facilities such as wharves and docks, and dredging are not eligible under the Short-sea Shipping investment category.

ubcm.ca

Under Capacity Building Stream:

• Feasibility studies and detailed design for a specific infrastructure project are ineligible.

8. PHASING OF PROJECTS

For large projects that require significant funding support, it is recommended that applicants submit a "phased" approach. Applicants should apply for a component of the phased project or identify how the project could be phased. Each phase should be a stand-alone aspect of the project. It is important to note that successful grant awards for phased projects do not ensure subsequent funding for future phases of the project.

9. INELIGIBLE PROJECTS

Project works, which would otherwise be eligible, become ineligible if the project works have started prior to the date the project is included in a submitted SPF application. The project is deemed to have been started if a tender has been awarded or work has commenced.

Under the Capacity Building stream, projects that have been approved under the UBCM Asset Management Planning (AMP) grant program are deemed ineligible projects under the SPF-Capacity Building Project Stream, unless they are identified as a distinct or phased component of the overall project.

10. HOW TO APPLY

Applications must be received through the **UBCM Program Information Management System** (**PIMS**) and must include the following:

- ✓ Completed online application form;
- ✓ Attached feasibility study and/or detailed designs/detailed cost estimates and other relevant supplemental documentation; and
- ✓ A Council/Board resolution indicating support for the application.

It is expected that **PIMS** will be open to accept online applications beginning in April 2017. Local Governments will be notified at that time.

For any questions related to PIMS, please contact Gas Tax Program Services via e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

11. FUNDING AMOUNT LIMIT

A SPF grant can fund up to 100% of eligible costs of an eligible project up to a maximum federal Gas Tax Fund amount of \$6 million. Project applications over \$6 million remain eligible provided that additional costs are confirmed through other funding sources.

Page 5

ubcm.ca

12. AVAILABLE FUNDING

It is anticipated that there is approximately \$180 million in SPF funding available for this intake. Depending on the quality of applications, it is expected that this amount will be committed. If funds are remaining, a final intake will follow. All eligible Local Governments are encouraged to apply for this 2017 SPF intake.

Approximately 5% of SPF funding will be reserved for projects under the Capacity Building stream.

Funding allocations and decisions are made by the Gas Tax Management Committee.

13. SELECTION PROCESS AND CRITERIA

Applications will first be screened to ensure the applicant and the project meet eligibility requirements. Those meeting eligibility requirements will then be reviewed and scored against the selection criteria noted below. Funding decisions will be made primarily on the basis of the relative ranking of the applications in relation to these criteria. Applicants are responsible for ensuring that applications include full and accurate information to assess eligibility and to score the project on the stated selection criteria.

Screening Criteria

- Applications must be submitted by an eligible Local Government either individually or as a sponsor for another Ultimate Recipient.
- Applications must be for a project that is an Eligible Project, as defined in the GTA and listed in Annex A.
- The project must not have started prior to the submission of the application.

14. SELECTION AND SCORING CRITERIA

SPF Capital Infrastructure Projects Stream

Selection criteria are based on the program purposes and objectives listed below. These selection criteria form the basis of the scoring and ranking of applications. Note the criteria listed below are not listed in order of priority; applicants should provide full information in relation to all of the criteria that are relevant to the project for which funding is requested.

- How much the project is expected to support the Gas Tax Fund National Objectives of productivity and the economic growth; a clean environment; and strong cities and communities:
- The timing of the project and its outcomes;
- The capacity of the community to undertake, evaluate and document the project, and to operate and maintain it;
- The degree to which the project develops or supports strategic infrastructure investment decisions or links to sustainability or capital investment plans;

Page 6

• The degree to which asset management practices were considered:

14

ubcm.ca

- The degree to which the project uses sustainability principles or leads to sustainable outcomes (e.g., demand management; resource management and construction practices);
- The degree the project benefits more than one community or is identified as regional in impact;
- The size or scale of the project in relation to the size of the community;
- The degree to which the project reflects inter-jurisdiction cooperation;
- The degree to which the innovative plan, process, method or technology supports the approach that will be used, and the additional risks associated with using this innovation;
- The relative benefit of the innovative process, method or technology over existing processes, methods and technologies.

SPF Capacity Building Stream

Scoring will be based primarily on:

- How the project is expected to align with the Gas Tax Fund National Objectives of productivity and economic growth, a clean environment or strong cities and communities;
- The degree to which the project is identified as large in scale;
- · The degree to which the project is considered regional in impact;
- Contribution to innovation;
- · Long term thinking;
- Integration with other plans, planning or sustainability activities;
- Collaborative elements, including engaging community members and other partners;
- · Implementation program;
- Monitoring and evaluation component;
- Linkage to capital investment plans; and
- Contribution to efficient use of infrastructure and other resources.

15. APPROVED APPLICATIONS

Successful applicants will be notified after funding decisions have been made.

Content of Funding Agreements

All grant approvals are subject to the execution of a funding agreement between the recipient and UBCM. The agreement will set out the roles and responsibilities of the parties, including a deadline for completion of the project and other recipient obligations.

Applicable Law

Recipients are responsible for ensuring that all projects are implemented in accordance with all laws applicable in British Columbia and for ensuring that any required permits, licenses, or approvals are obtained.

Page 7

ubcm.ca

Payments

Payments will be made available to recipients in accordance with the terms and conditions of the funding agreement. Payments are also on condition of the following:

- That UBCM has received sufficient funds from Canada;
- That a holdback of 15% be placed on the project until such time as it is deemed complete; and
- The Ultimate Recipient is in compliance with the terms and conditions of the funding agreement.

Page 8

ubcm.ca

ANNEX A: EXAMPLES OF ELIGIBLE SPF PROJECTS

Project Category	Description	Examples
Public Transit	Infrastructure which supports a shared passenger transport system which is available for public use	 Transit infrastructure such as rail and bus rapid transit systems, and related facilities Buses, rail cars, ferries, para-transit vehicles, and other rolling stock and associated infrastructure Intelligent Transport Systems such as fare collection, fleet management, transit priority signaling, and real time traveler information system at stations and stops Related capital infrastructure including bus lanes, streetcar and trolley infrastructure, storage and maintenance facilities, security enhancement, and transit passenger terminals
Local Roads, Bridges, and Active Transportation Regional and Local Airports	Roads, bridges and active transportation (active transportation refers to investments that support active methods of travel) Airport related infrastructure (excludes National Airport System)	 New and rehabilitation of roads New and rehabilitation of bridges Cycling lanes, paths, sidewalks and hiking trails Intelligent Transportation systems Additional capacity for high occupancy/ transit lanes, grade separations, interchange structures, tunnels, intersections and roundabouts Construction projects that enhance airports and are accessible all yearround, through the development, enhancement or rehabilitation of aeronautical and/or non-aeronautical infrastructure (includes runways, taxiways, aprons, hangars, terminal buildings etc.) Non-aeronautical infrastructure such as groundside access, inland ports, parking facilities, and commercial and industrial activities
Short-line Rail	Railway related infrastructure for carriage of passengers or freight	 Construction of lines to allow a railway to serve an industrial park, an intermodal yard, a port or a marine terminal Construction, rehabilitation, or upgrading of tracks and structures, excluding regular maintenance, to ensure safe travel Construction, development or improvement of facilities to improve

Page 9

ubcm.ca

	Project Category	Description	Examples
			 interchange of goods between modes Procurement of technology and equipment used to improve the interchange of goods between modes Short-line operators must offer year-round service
	Short-sea Shipping	Infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean	 Specialized marine terminal intermodal facilities or transshipment (marine to marine) facilities Capitalized equipment for loading/unloading required for expansion of short-sea shipping Technology and equipment used to improve the interface between the marine mode and the rail/highways modes or to improve integration within the marine mode including Intelligent Transportation Systems (ITS)
	Community Energy Systems	Infrastructure that generates or increases efficient use of energy	 Renewable electricity generators Electric vehicle infrastructure/fleet vehicle conversion Hydrogen infrastructure (generation, distribution, storage) Wind/solar/thermal/geothermal energy systems Alternative energy systems that serve local government infrastructure Retrofit local government buildings and infrastructure
	Drinking Water	Infrastructure that supports drinking water conservation, collection, treatment and distribution systems	 Drinking water treatment infrastructure Drinking water distribution system (including metering)
	Wastewater	Infrastructure that supports wastewater and storm water collection, treatment and management systems	 Wastewater collection systems and or wastewater treatment facilities or systems Separation of combined sewers and or combined sewer overflow control, including real-time control and system optimization Separate storm water collection systems

Page 10

ubcm.ca

Project Category	Description	Examples
		 and or storm water treatment facilities or systems Wastewater sludge treatment and management systems
Solid Waste	Infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable materials and garbage	 Solid waste diversion projects including recycling, composting and anaerobic digestion Solid waste disposal projects including thermal processes, gasification, and landfill gas recovery Solid waste disposal strategies that reduce resource use
Sport Infrastructure	Amateur sport infrastructure (excludes facilities, including arenas, which would be used as a home of professional sports teams or major junior hockey teams	 Sport infrastructure for community public use Sport infrastructure in support of major amateur athletic events
Recreation Infrastructure	Recreational facilities or networks	 Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale Community centers that offer programming to the community at large, including all segments of the population Networks of parks, fitness trails and bike paths Museums
Cultural Infrastructure	Infrastructure that supports arts, humanities, and heritage	 The preservation of designated heritage sites Local government owned libraries and archives Facilities for the creation, production, and presentation of the arts Infrastructure in support of the creation of a cultural precinct within an urban core
Tourism Infrastructure	Infrastructure that attract travelers for recreation, leisure, business or other purposes	Convention centersExhibition hall-type facilitiesVisitor centres
Disaster Mitigation	Infrastructure that reduces or eliminates	Construction, modification or reinforcement of structures that protect

Page 11

ubcm.ca

Project Category	Description	Examples
	long-term impacts and risks associated with natural disasters	from, prevent or mitigate potential physical damage resulting from extreme natural events, and impacts or events related to climate change • Modification, reinforcement or relocation of existing public infrastructure to mitigate the effects of and/or improve resiliency to extreme national events and impacts or events related to climate change Note: this category is related to disaster prevention (such as dykes, berms, seismic upgrades etc.) and not response (such as fire trucks, fire halls etc.)
Broadband Connectivity	Infrastructure that provides internet access to residents, businesses, and/or institutions in British Columbia	 High-speed backbone Point of presence Local distribution within communities Satellite capacity
Brownfield Redevelopment	Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes: the construction of public infrastructure as identified in the context of any other category under the GTF, and/or the construction of municipal use public parks and publicly-owned social housing.	 New construction of public infrastructure as per the categories listed under the Federal Gas Tax Agreement New construction of municipal use public parks and affordable housing
Asset Management	Increase local government capacity to undertake asset management planning practices.	 Asset Management Practices Assessment Current State of Assets Assessment Asset Management Policy Asset Management Strategy Asset Management Plan Long-Term Financial Plan Asset Management Practices Implementation Plan Asset Management Plan Annual Report
Integrated Community	Increase local government capacity to	Integrated community sustainability plans

Page 12

ubcm.ca

Project Category	Description	Examples
Sustainability Plans	undertake integrated community sustainability plans	Regional growth strategiesCommunity development plansCommunity plans
Long-term Infrastructure Plans		 Transportation plans Infrastructure development plans Liquid waste management plans Solid waste management plans Long-term cross-modal transportation plans Water conservation/demand management plans Drought management contingency plans Air quality plans GHG reduction plans Energy conservation plans

Page 13

ubcm.ca

Tom Sprado

om:

Blazkova, Hana TRAN:EX [Hana.Blazkova@gov.bc.ca]

Sent:

March-31-17 4:24 PM Callander, Alan TRAN:EX

Subject:

BikeBC Grant Program

Good afternoon,

We would like to thank you for your interest in the BikeBC Program.

BikeBC has been hugely successful over the years and was oversubscribed this year. We received over 50 applications for the 2017/18 intake. Over \$18 million was requested in funding, with estimated value of cycling projects totalling over \$60 million.

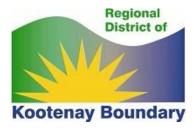
The original BikeBC budget was \$6 million, Minister Stone increased it to \$8 million at the UBCM Convention. The BikeBC budget was increased again to \$9.25 million when the projects were announced.

However, we regret to inform you that your application was not successful. We encourage you to apply for the next intake (end of 2017).

Please let me know if you have any questions.

Thank you,

ana Blazkova, BA (hons.), MPA
Policy Analyst, Climate Action and Active Transportation
Transportation Policy Branch
Ministry of Transportation and Infrastructure
250-356-9861
Hana.Blazkova@gov.bc.ca



STAFF REPORT

Date: 18 Apr 2017 **File**

To: Chair McGregor and Directors,

RDKB Board

From: John M. MacLean, CAO **Re:** Strategic Planning

Issue Introduction

The 2015 - 2018 Strategic Plan is presented.

History/Background Factors

At the Strategic Planning session held in the fall of 2015 the decision was made, by the Board, to re-adopt the strategic priorities from the 2012 - 2015 Plan. The Board never did formally adopt the plan. That being said we have been working on a workplan (interrupted by the Gov/Org Review) and working according to the reestabished priorities.

It is presented at this meeting for formal adoption.

It should be noted that the Board has committed to a planning process for the fall of this year to look at strategic priorities yet again.

Implications

None

Advancement of Strategic Planning Goals

This process re-affirms already existing priorities.

Background Information Provided

The 2015 - 2018 Strategic Plan.

Alternatives

1. Receipt and approval.

Recommendation(s) That the 2015 - 2018 Strategic Plan be formally adopted.
That the 2015 - 2018 Strategic Plan be formally adopted.

RDKB STRATEGIC PLAN 2015 page 1

RDKB STRATEGIC PLAN



Exceptional Cost Effective And Efficient Services

- •We will review and measure service performance
 •We will ensure we are responsible and proactive in funding our services





Improve And Enhance Communication

- We will ensure the messages we are delivering within our region are clear and easily understood
 We will continue to advocate on issues that affect our region
 We will continue to focus on partnerships that advance the interests of the Region



- We recognize the key role that our staff play in delivering services in the region
 We will review our internal processes to remove any barriers to economic growth
 We will continue to focus on good management and governance

DRAFT FOR DISCUSSION - PREPARED BY TRACEY LEE LORENSON PARAGON STRATEGIC SERVICES LTD. $\underline{WWW.PARAGONSTRATEGIC.COM}\ TRACEY@PARAGONSTRATEGIC.COM$



RDKB STRATEGIC PLAN 2015 page 3

The Planning Workshop

The workshop was attended by all Board members as well as senior staff. The workshop focused on the key issues facing the organization and the strategic priorities were chosen specifically to take advantage of opportunities as well as to protect the organization against threats.

In the workshop the Board was very clearly focused on issues, as opposed to action items identified by department, and was disciplined in choosing priorities that were critical to the region, even deciding what NOT to do in recognition of the finite resources of the organization and the need to deploy them wisely.

Building the Plan

The notes of the workshop were compiled by Paragon Strategic Services Ltd., and form the basis of this report.

Measuring Plan Progress

The next step for staff will be attaching measures to the strategic priorities, including:

- Identifying the staff member accountable
- Identifying achievable timelines for each action/goal
- Identifying measures that show progress to goals
- Prioritizing activities within the plan
- Tracking progress on at least a quarterly basis

Reporting on the Plan

The Board and staff need to agree on a reporting frequency to ensure that progress to goals is tracked on a regular basis — usually on a quarterly basis. The nature and structure of this report should be agreed upon in advance by the Board and staff. We have attached to this report some sample tracking reports that might be of use.

Communicating the Plan

Attached to this report are graphics that can be used to aid the organization in communicating the plan through posters, handouts or on the web.

DRAFT FOR DISCUSSION – PREPARED BY TRACEY LEE LORENSON PARAGON STRATEGIC SERVICES LTD.

WWW.PARAGONSTRATEGIC.COM TRACEY@PARAGONSTRATEGIC.COM

RDKB STRATEGIC PLAN 2015 page 4

WHAT DO WE STAND FOR?

MISSION

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

VISION

• We shall be valued as an essential level of government which coordinates and distributes regional services in an effective, equitable and responsible manner

VALUES

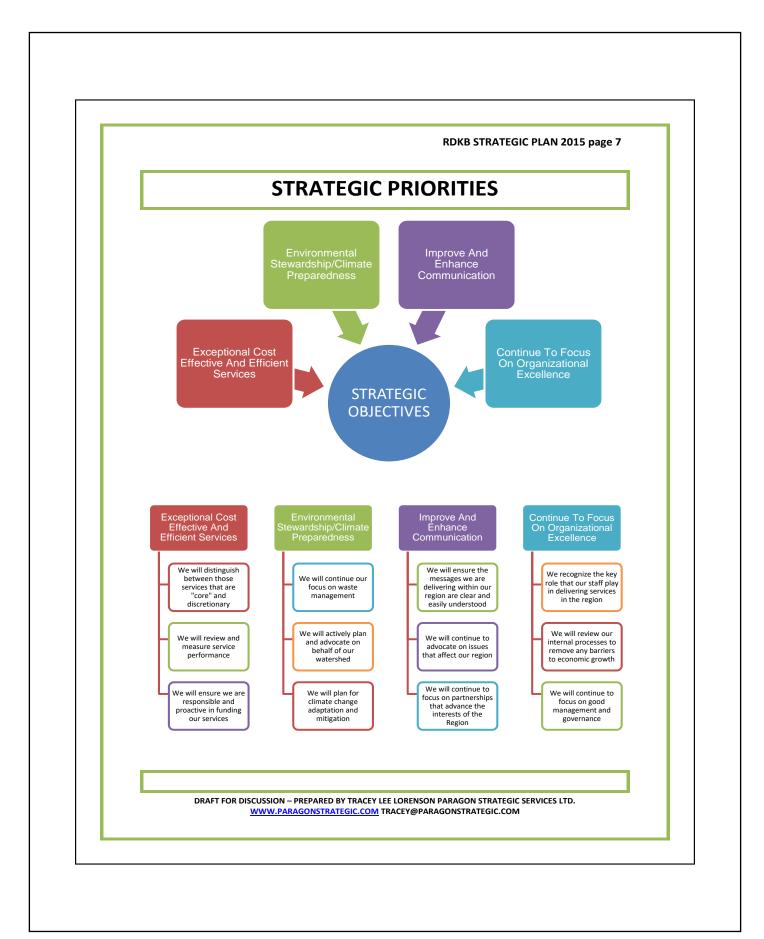
- Respectful
- Ethical • Efficient Sustainable
- Transparent
- Consistent
- Responsive
- Approachable
- Professional
- **Passionate**
- Innovative

The above mission, vision and values came from previous planning sessions. This planning process did not spend time revisiting those statements or principles as they were largely acceptable to the group.

DRAFT FOR DISCUSSION - PREPARED BY TRACEY LEE LORENSON PARAGON STRATEGIC SERVICES LTD. WWW.PARAGONSTRATEGIC.COM TRACEY@PARAGONSTRATEGIC.COM









Federal/Provincial Gas Tax Funding Application

Application Date	April 15 2017	7	
Project Title	Replace blea	achers at Beaverdell ball park	
Applicant Contact Information:			
Name of Organization	Beaver	rdell Community Club & Recreation Commission	
Address	PO Bo	ox 114, 5841 Hwy 33 Beaverdell BC V0H 1A0	
Phone No.	250 4	184 5526 Fax No.	
Email Address	vicky_	_tomlinson@outlook.com	-
Director(s) in Sup Of P	pport roject Vicki (Gee Area E	
Amount Requi	red \$9571	1.86	
Do not include GST if y	you have a GST accoun	nt with CRA	
Land Ownership – Please check one of the following:			
The applicant is the owner of the property The property is Crown Land. Tenure/license number			
Do you have the land owner's written approval to complete the works on the land(s)?			
Yes (include copies of permits) No			
Ownership and Legal Description details are required for all parcels of land on which the proposed works will occur.			
Registered Owne	ers of Land	Legal Description of land(s)	
Teck Cor	poration	124 Beaverdell Station Road, District Lot 2364, Land District 54, PID 015-10	04-630



Application Contents - must include all of the following:

- 1. Description of the project including management framework
- 2. Project Budget including project costs (E.g. employee, equipment, etc.)
- 3. Outline of project accountability including Final Report and financial statements
- 1. Eligible Project Description including timeline:
 - -The current bleachers are old and rotted and no longer safe.
 - -Remove and dispose of old bleachers.
 - -Lay concrete with rebar to hold the weight of bleachers.
 - -Purchase of 2 Hi-Hog metal bleacher frame kits.
 - -Wood donated by Vaagen Fibre Canada, Midway BC already here.
 - -Wood will be planed by local sawmill operator.
 - -Local resident is providing portable sawmill.
 - Local resident construction contractor volunteer to over see project.
 - Volunteers are doing the labour.
 - -Work will start as soon as application is approved.
 - -Work will be completed by summer ball tournament season.



1.1 Project Impact:

Beaverdell has a small ballpark located just west of town.

This ballpark is a main source of community activities and recreation during the spring, summer and fall seasons.

This park is the home of the Beaverdell Ladie's Softball Team, who in turn are members of the Boundary Ladie's Softball League serving Beaverdell, BC to Grand Forks, BC.

Numerous children use this park as a connection of their local school teams.

Countless baseball tournaments have been held here serving teams from all over the Boundary and because of proximity, from Okanagan regions as well, which has a positive impact on our community.

The Beaverdell Community Club uses this facility to host events such as Family Day Picnics, Easter Egg Hunts, Halloween Fireworks and numerous other events over the year.

The current wooden bleachers are rotted out and no longer safe and must be replaced.

Replaced bleachers will increase our seating capacity to 100 persons.



70,0	
Kootenay	Boundary

1.2 Project Outcomes:

-The safety risk will be mitigated with the replacement of bleachers.
-We are hosting the Boundary Ladies Softball League Annual year-end tournament in July and wish to be complete by then.

1.3 Project Team and Qualifications:

-BCCRC is overseeing along with a construction contract volunteer.

-The project team will be local Beaverdell residents.

-Skills include concrete and rebar installation experience on large projects (high rises, house foundations, sidewalks).

-Community residents with construction skills will be used.

-Sawmill owner will help.

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 (\$)
Freeman's Farm Supply	Hi-Hog Bleacher frame kit x 2	\$7718.82
Home Depot	rebar, screws,paint	\$813.34
Kettle River Concrete	concrete for 2 bleacher pads	\$1039.70
	We have no GST#	
	and will be paying the GST.	
	Total	\$9571.86

Additional	Budget	Information
------------	--------	-------------

Ve have no GST # and will be paying the GST.	

3. Accountability Framework:

The Eligible Recipient will ensure the following:

- Net incremental capital spending is on infrastructure or capacity building
- Funding is used for Eligible Projects and Eligible Costs
- Project is implemented in diligent and timely manner
- Provide access to all records
- Comply with legislated environmental assessment requirements and implement environmental impact mitigation measures
- Provision of a Final Report including copies of all invoices

Schedule of Payments

The RDKB shall pay the Proponent in accordance with the following schedule of payments:

- (a) 75% upon signing of the Contract Agreement;
- (b) 25% upon receipt of progress report indicating 75% completion of the Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date	
	Vicky Tomlinson	April 17 2017	

Additional	Budget	Information
------------	--------	-------------

We have no GST # and will be paying the GST.

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:

- upon signing of the Contract Agreement; 75% (a)
- upon receipt of progress report indicating 75% completion of the (b) Project and a statement of income and expenses for the Project to that point.

By signing below, the recipient agrees to prepare and submit a summary final report outlining project outcomes that were achieved and information on the degree to which the project has contributed to the objectives of cleaner air, cleaner water or reduced greenhouse gas emissions. This must also include financial information such as revenue and expenses.

In addition, an annual report (for 5 years) is to be submitted to the RDKB prior to October 31st of each year detailing the impact of the project on economic growth, a clean environment, and/or strong cities and communities.

Signature	Name	Date
Tidey Temlenson	Vicky Tomlinson	April 17 2017

SCHEDULE B- Eligible Costs for Eligible Recipients

1. Eligible Costs for Eligible Recipients

1.1 Project Costs

Eligible Costs, as specified in this Agreement, will be all direct costs that are in the Parties' opinion properly and reasonably incurred, and paid by an Eligible Recipient under a contract for goods and services necessary for the implementation of an Eligible Project. Eligible Costs may include only the following:

- a) the capital costs of acquiring, constructing or renovating a tangible capital asset and any debt financing charges related thereto;
- the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset, and related facilities and structures;
- c) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, life-cycle cost assessments, and Asset Management Plans. The expenditures could include developing and implementing:
 - studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. training directly related to asset management planning; and,
 - iii. long-term infrastructure plans.

1.1.1 Employee and Equipment Costs

Employee or equipment may be included under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the contract; and
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Costs for Eligible Recipients

Costs related to the following items are ineligible costs:

- a) Eligible Project costs incurred before April 1, 2005;
- b) services or works that, in the opinion of the RDKB, are normally provided by the Eligible Recipient or a related party;
- c) salaries and other employment benefits of any employees of the Eligible Recipient, except as indicated in Section 1.1
- d) an Eligible Recipient's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff

- e) costs of feasibility and planning studies for individual Eligible Projects;
- f) taxes for which the recipient is eligible for a tax rebate and all other costs eligible for rebates;
- g) costs of land or any interest therein, and related costs;
- h) cost of leasing of equipment by the recipient, except as indicated in section 1.1 above;
- i) routine repair and maintenance costs;
- j) legal fees;
- k) audit and evaluation costs.

NOT VALID FOR MERCHANDISE CARRYOUT



Page 1 of 3 Sales Person: JXL3987 15.04.2017 13:08:57

ORDER NO. 124513247

MERCHANDISE AND SERVICE SUMMARY

We reserve the right to limit the quantities of merchandise sold to customers.

CUS.	TOMER PICK	UP					
MERCHANDISE TO BE PICKED UP:							
Ref#	Article	Description	Qty	UoM	Tax	Price Each	Extension
10	1000762764	10mm Rebar # 3M / 10ft Black Steel	39.00	EA	Υ	\$10.30	\$401.70
20	1000174523	PAPC 10X3 1/2 CONSTRUC SCREW 500/PC	1.00	EA	Υ	\$52.48	\$52.48
30	1000518317	PP ULTRA EXT FLAT DEEP 18.9L	1.00	EA	Υ	\$269.87	\$269.87
CUSTO	OMER PICK UP D	ATE: 15.04.2017			MDSE	SUB-TOTALS:	\$724.05
						END OF CUST	OMER PICK UP

HOM	IE DEPOT DE	LIVERY					
MERC	HANDISE TO BE	DELIVERED:					
Ref#	Article	Description	Qty	UoM	Tax	Price Each	Extension
31	1000714074	BC PSPGPaint 5.01-23L-Eco		1.00 EA	Υ	\$2.15	\$2.15
			DI	ELIVER'	Y SERVICI	E SUBTOTAL:	\$2.15
HOME	HOME DEPOT WILL DELIVER MERCHANDISE TO: KELOWNA - 7032 Phone (250) 484 5526						
Addre	ss ENTERPRISE	WAY	Cit	y KELOV	VNA		
Provin	Province BC Postal Code V1X 7K2 PST RATE: 7.00%						
SCHE	SCHEDULED DELIVERY DATE: 18.04.2017 MDSE & DELIVER			SE & DELIVERY	\$2.15		
						SUB-TOTALS:	
					EN	ND OF HOME DE	POT DELIVERY

TOTAL CHARGES OF ALL MERCHANDISE & SERVICES			
	PRE-DISCOUNT TOTAL	\$726.20	
	TOTAL DISCOUNT	\$0.00	
	PRE-TAX TOTAL	\$726.20	
	GST R135772911	\$36.31	
	QST	N/A	
	PST	\$50.83	
	HST	N/A	
END OF ORDER NO. 124513247	TOTAL	\$813.34	

FOR MERCHANDISE PICK UP PROCEED TO SERVICE DESK AREA

ORDER NO. 124513247



NOT VALID FOR MERCHANDISE CARRYOUT

Continued Page 2 of 3 ORDER NO. 124513247

** TERMS AND CONDITIONS **

SCOPE: This AGREEMENT consists of this Customer Agreement and the Customer Payment Form and any changes or attachments thereto. This Agreement is between the Customer identified on the first page of this Customer Agreement and Home Depot of Canada Inc. (The Home Depot).

SPECIAL ORDER RETURNS: Returns are subject to The Home Depots return policy posted in The Home Depot stores. A 15% restocking fee applies to the return of special order merchandise that is not custom made. Special orders that are custom made (i.e. uniquely altered, colour-matched, shaped, sized, or otherwise uniquely designed or fitted to accommodate the requirements of a particular space or environment - examples include cabinetry, countertops, floor and wall coverings, windows, and window treatments) are non-returnable. Exceptions: merchandise incorrectly ordered (other than by Customer) or merchandise damaged beyond repair in delivery (other than by Customer). Unless otherwise specified in this Agreement, all returns must be made within The Home Depots posted time frame.

CUSTOMER MERCHANDISE PICK-UP: Customer pickup items will be held in The Home Depot store for 7 days only. After such 7 day period, The Home Depot may consider that Customer has retuned the product, in which case the terms and conditions set out under the section entitled 'RETURNS' above may apply, and Customer may be charged accordingly.

DELIVERY TERMS: The Home Depot provides curbside delivery only and is not responsible for damages that occur after curbside delivery. If Customer requires delivery service beyond curbside, The Home Depot may assist Customer in this regard; however, any delivery service beyond curbside shall be Customers sole responsibility. The Home Depot is not responsible for any injury to persons or damage to property arising out of The Home Depots assistance with delivery service beyond curbside, and in consideration of such assistance, Customer releases The Home Depot from any claims for loss or damage Customer may have and shall indemnify and hold The Home Depot harmless from such claims by third parties. If Customer assists The Home Depot with any delivery, it will be at Customers risk and Customer hereby releases The Home Depot from any claims for loss or damage Customer may have by reason of Customers assisting with any delivery.

INSTALLATIONS

AUTHORIZATION: Customer authorizes The Home Depot to: 1) arrange for an independent contractor, licensed where required by law (Installer) to provide the installation of the materials specified in this Agreement (the Installation); 2) inspect the Installation; and 3) pay the balance due, if any, to Installer when the Installation is complete, from monies paid by Customer to The Home Depot.

INSTALLATION INFORMATION: Customer acknowledges that The Home Depot will not install the materials listed in the Agreement, but will arrange for the Installation to be performed by Installer. The Installation is limited to the description of work in this Agreement. It does not include architectural or engineering services, structural changes to dwellings or other structures, or any changes to Customers electrical, gas or plumbing systems unless specifically noted. The Home Depot and Installer are not responsible for any delays in the Installation caused by unavailability of materials, manufacturers delays, delivery of damaged or incorrect merchandise from third parties, the failure to be granted permits required by law to complete the Installation, the funding of any home improvement loans, changes or alterations in the work requested by Customer or required by applicable law, incorrect information or measurements supplied by Customer, Customers failure to do those things required of Customer under this Agreement, Customers acts of negligence, acts of God, weather, fire, strikes, war, governmental actions or regulations, non-compliance with this Agreement by Customer, or any causes beyond the control of The Home Depot and/or Installer

RESPONSIBILITY OF INSTALLER: Installer will complete the Installation in a workmanlike manner and in accordance with all applicable laws, codes and ordinances. Installer is under no obligation to complete the Installation if it cannot be completed in accordance with applicable codes and ordinances. Installer may, at Customers request and for an additional fee, perform additional work to comply with applicable codes and ordinances, subject to the approval of The Home Depot and Installer. Customer agrees that any injuries or damages caused directly or indirectly by Installer are the sole responsibility of Installer.

ACCESS TO WORK: Customer agrees to grant free access to work areas to Installer, Installers agents and employees and any necessary vehicles during normal work hours. In accordance with applicable laws, Customer agrees to make drinking water and toilet facilities available to Installer, Installers agents and employees or to compensate Installer for the cost of rented units, if requested by Installer.

CONSTRUCTION OR MECHANICS LIENS: The Home Depot, Installer or any labourer may have a claim against Customer for failure to pay for materials supplied or services performed and may enforce this claim by filing a lien against Customers property after providing Customer with notice.

CHANGES: Customer agrees that any changes, additions or alterations to the Installation may require an additional fee and must be approved by The Home Depot and Installer in writing. If not so approved, Customer may request a refund of any payments made under this Agreement except for payments for materials and services already performed.

WARRANTY: In addition to any manufacturers warranty on the materials purchased from The Home Depot, Installer warrants the workmanship of the Installation for one year from its completion date, provided Customer notifies The Home Depot during the warranty period. The warranty does not cover damage caused by acts of God, installations or repairs made by persons other than The Home Depot or Installer, abuse, misuse, neglect, or normal wear and tear.

ORDER NO. 124513247

NOT VALID FOR MERCHANDISE CARRYOUT

Continued Page 3 of 3 ORDER NO. 124513247

WAIVER OF DAMAGES/LIMITATION OF LIABILITY: Each of Customer and The Home Depot hereby waives any claims against the other for lost use, lost profit, lost revenue, indirect, incidental or consequential damages relating to the Installation, the materials or services of The Home Depot or of Installer or this Agreement, but excluding waiver of claims for injury to persons. Any liability of The Home Depot under this Agreement shall be limited to the value of this Agreement.

GENERAL

PAYMENT: Customer is responsible for paying 100% of the total amount due for the goods and services provided under this Agreement (the Total Amount Due). If so indicated on the Customer Payment Form, Customer shall only be responsible for paying a portion of the Total Amount Due upon signature of this Agreement, the amount of which will be indicated on the Customer Payment Form. In this case, Customer agrees to pay the balance of the Total Amount Due to The Home Depot at a later date(s) as directed by The Home Depot. Customer shall pay all funds to The Home Depot; Customer shall not pay or make payable any funds to Installer (if applicable); however, Installer (if applicable) may collect Customers payment(s) to The Home Depot.

TAXES: Certain tax rates charged in this Agreement are based on information provided to The Home Depot by Customer. Should such information change or be inaccurate, Customer shall reimburse The Home Depot for any additional taxes due to the appropriate government authority.

NO EXPORTING: Customer represents and warrants that it will not export any of the goods purchased under this Agreement. If Customer wishes to export such goods, Customer will so notify The Home Depot, and such export will be in accordance with The Home Depots Export Policy, a copy of which will be provided to Customer upon request.

COSTS AND EXPENSES: If The Home Depot incurs any costs or expenses to enforce any of its rights under this Agreement or to collect any amounts due, Customer agrees to pay The Home Depot for all such costs and expenses, including reasonable attorneys' fees.

TERMINATION: If Customer breaches this Agreement, The Home Depot may immediately terminate it without further obligation. Upon termination, Customer shall owe The Home Depot for the goods and services provided to Customer as of the date of the termination.

QUESTIONS OR CONCERNS: Customer should contact the applicable The Home Depot store with any questions or concerns. If The Home Depot store and, if applicable, Installer are unable to answer Customers questions, Customer may call The Home Depot Customer Care Department at 1-800-553-3199.

ACCEPTANCE: This Agreement is the entire agreement between Customer and The Home Depot with regard to goods and services set out in this Agreement and supersedes all prior discussions and agreements, whether oral or written, relating to said goods and services. This Agreement can not be assigned or amended except by a writing signed by Customer and The Home Depot. Customer has read, understands, accepts the terms of and has received a copy of this Agreement.

CANCELLATION: CUSTOMER MAY CANCEL THIS AGREEMENT WITHOUT PENALTY OR OBLIGATION BY DELIVERING WRITTEN NOTICE TO THE HOME DEPOT BY MIDNIGHT ON THE THIRD BUSINESS DAY AFTER SIGNING THIS AGREEMENT.

ORDER NO. 124513247

Goran Denkovski

From: McKenzie Brian KIMB <Brian.McKenzie@teck.com>

Sent: December-06-16 7:38 PM

 To:
 Vicky Tomlinson (Vicky_Tomlinson@outlook.com); Reid, Charlene [HSSBC]

 Cc:
 Murdoch Gerry
 KIMB; Willman Kathleen
 KIMB; Unger Michelle
 KIMB

Subject: BCCRC Licence of Occupation renewal

Charlene and Vicky:

We have completed the Licence using our local legal counsel but it is in the Corporate Legal queue for review and we don't want to nudge it ahead of other agreements where the risk to Teck is greater. Our intent is to continue with this long-standing beneficial relationship with BCCRC and we will try to get an agreement in your hands as soon as our turn in the queue comes up . We wanted to give you an answer for your meeting, tonight, so you had confirmation of our intentions.

Regards, Brian McKenzie Contractor, Land management 250 427 8404 250 427 5740 cell

Goran Denkovski

Internal Email <mail@freemanscountrysupply.com> From:

Sent:

April-13-17 7:05 PM vicky_tomlinson@outlook.com To:

Subject: Bleachers

Hello Vicky

The quote for the 2 16' 5 row bleachers is as follows.

6055 16' 5 Row Bleacher \$1575.16 x2 \$3150.32 6054 5 Row Side Railing \$496.00 x4 \$1984.00 6053 16' Back Railing \$ 878.74 x2 \$1757.48

Sub Total \$6891.80 **GST** \$ 344.59 **PST** \$ 482.43

Total \$7718.82

Thanks

Nolan Eek

Freemans Country Supply

Goran Denkovski

josh vieira <joshjv9@gmail.com> April-17-17 6:11 PM vicky_tomlinson@outlook.com From: Sent:

To:

Subject: Quote

Good morning Vicky.

Here is the quote for your concrete.

5.5 yds 32 mpa exterior concrete. \$150.60 per yard. The delivery charge to your location is an additional \$100.00 So all totalled up the price for 5.5 yds with tax and delivery to Beaverdell is \$1039.70. If you have any question, please call. Thanks. This is my personal email. Just to try and send if the other didn't work

Josh



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 fol@rdkb.com.

	Please check all Elec	ctoral 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:	BV AVALANO	CH HOCKE	4 (LUB	
Address:	467 BARC	LAY ZD 1	-RUITVALE, I	3C VOGILI
Phone:	250) 231-7849 Fa	x:	E-Mail: Homask	20 telus, nei
Representative:	KEUIN TH	om AS	1/11011131	
Make Cheque Payable To:	16-11		NDATION	
Tuyubio To.		cluding contact information	n, must be completed in full.	
****GIA Requests of \$5,000	.00 or more may require offi	icial receipt. The Electora	al Area Director may ask for	additional information.
What is the total Cost of th	e Project? \$ Wh			or(s)? \$ 1000,00
	What is the Grant	-in-Aid for? (attach an e)	rtra sheet if necessary)	
See atta	ened.			
Please list	t all other organizations yo	ou have applied to for fu	nding (attach an extra shee	t if necessary)
Name of Organization				
Amount Requested: \$			ed: 8	
Name of Organization				
Amount Requested: §			ed: \$	
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Name of Organization		Amount Coours	d. 0	
Amount Requested: \$		Amount Secure	ed: \$./ .
Date: 49R 11/17 Appl	licant Signature	92.	Print Name	THOMAS
Office Use Only	17.	Λ.	Sunta	
Grant approved by Elector	ral Area Director:	eve - App	N11411	
Approved by Board:	**			
	ſ	SUBMIT		

KBRH HEALTH FOUNDATION



1200 Hospital Bench Trail, BC V1R 4M1 250.364.3424 Fax: 250.364.5138 www.kbrhhealthfoundation.ca facebook.com/kbrhhealthfoundation

April 10, 2017

Ali Grieve Director Area A 202- 843 Rossland Avenue Trail, BC V1R 4S8

Dear Ali

I am writing today thank you for your pledge of \$1,000 to support the BV Avalanche Hockey Club's Fundraising Tournament and the KBRH Health Foundation's **Endoscopy Campaign**. This letter is to provide supplemental information on the Endoscopy Campaign, which is required for the RDKB Grant in Aid Request form.

The \$400,000 Endoscopy Campaign will purchase equipment to support the Regional Colorectal Cancer Screening Program as well as support the many other Gastroscopy and Colonoscopy procedures performed each day at Kootenay Boundary Regional Hospital (KBRH).

Colon cancer is one of the most commonly diagnosed forms of cancer affecting 1 in 6 people in British Columbia. In its early stages there is often no evident symptom, which is why screening is so important. Colon screening detects non-cancerous polyps as well as cancer. Colon cancer is easier to treat when found at an early stage, and with early detection and treatment survival rates are approximately 90%. Screening is important as it can detect the early warning signs of colon cancer and save lives.

Project Description:

The Endoscopy program focuses on two main types of procedures, Gastroscopy and Colonoscopy. Endoscopies are non-surgical procedures used to investigate and treat conditions in the digestive tract, which includes the esophagus, stomach and colon. An endoscope is a flexible tube with a light and camera attached that is inserted into the Gastrointestinal (GI) or Colon tract. Gastroscopy views the upper GI tract and Colonoscopy views the large intestine. Physicians then view images on a high definition colour TV monitor to make a diagnosis and treat a concern. Examples of procedures include: identifying and stopping active bleeding in the bowel using cautery; the removal of polyps; and taking of biopsies for further diagnosis, including diagnosis of cancer. Procedures are performed as Ambulatory Day Care Procedures and patients are admitted and discharged on the same day.

At KBRH there are 5 surgeons who perform Endoscopies and all are certified by the BC Cancer Agency Screening Program for Colorectal Cancer. The Endoscopy Unit is seeing increased use

Charitable Registration #: 893123034RR0001 Society #: S-23211

with the implementation of the Provincial Colon Screening Program, and now runs 5 days a week. Approximately 2,500 Gastroscopy and Colonoscopy procedures a year are performed at KBRH.

This Endoscopy Campaign will provide new Gastroscopes and Colonoscopes to ensure there are sufficient scopes to support this growing program. The scopes are highly specialized, sensitive pieces of equipment and are the fundamental basis for the service. Along with the scopes there are other pieces of equipment that support the procedures for patients including: specialized storage cabinets with Hepa filters; a cautery machine to help stop bleeding in the colon or GI tract; an efficient scope cleaning & sterilizing system; a High Definition Tower which includes a screen, light source and processor which provides the best possible images to facilitate a diagnosis; a specialized table to place and secure the scope, before and after the procedure, which allows the scope be minimally handled and to decrease any chance of damage; and a monitoring system to provide high standard monitoring of the patients before, during and after their procedure which maintains absolute safety for the patient. Together, the entire suite of equipment will give the physicians all the tools required to ensure a first class service in this specialty.

Donor Levels and Recognition:

It is our intention to ensure our very generous and committed donors receive the recognition they deserve through publication in print and social media outlets as well as through permanent recognition on our Endoscopy Campaign Donor Wall. We commit to maximizing recognition for your donation as the campaign progresses.

Thank you again for your pledge of \$1,000 and we look forward to publicly recognizing Area A's generous contribution.

Sincerely,

Lisa Pasin, Director of Development KBRH Health Foundation 250.364.3495

lisa.pasin@interiorhealth.ca



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.

Please check all Electoral Area Boxes You Are Making Application To: Electoral Area 'A' Electoral Area 'B'/ Electoral Area 'C'/ Electoral Area 'D'/ Electoral Area 'E'/ Lower Columbia-Old Glory Director ristina Lake Director **Hural Grand Forks** West Boundary Ali Grieve **Director Linda Worley** Grace McGregor **Director Roly Russell** Director Vicki Gee Applicant: Address: Phone: dennis @ amtord Representative: RESIDEN Make Cheque Payable To: *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? \$45,000 What amount are you requesting from this RDKB Director(s)? \$ 2000 What is the Grant-in-Aid for? (attach an extra sheet if necessary) WILL Please list all other organizations you have applied to for funding (attach an extra sheet if necessary) WILL BE OUT THIS WEEK Name of Organization_ Amount Requested: \$ Amount Secured: \$ Name of Organization Amount Requested: \$ Amount Secured: \$_ Name of Organization **Amount Requested: \$ Amount Secured: S** Date: **Applicant Signature Print Name** Office Use Only Grant approved by Electoral Area Director: Approved by Board:



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 Cofporate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com. Please check all Electoral Area Boxes You Are Making Application To: Electoral Area 'A' Electoral Area 'B'/ Electoral Area 'C'/ Electoral Area ED'/ TO: Electoral Area 'E' Director Lower Columbia-Old Glory Unristina Lake Director Rural Grand Footks West Boundary Ali Grieve **Director Linda Worley** Grace McGregor Director Roly Russell Director Vicki Gee Applicant: West Kootenay Smoke'n Steel Auto Club Address: B.C. Phone: * dwsteep @hotmail.com Representative: Make Cheque * West Kootenay Smok 'n Steel Suto Club Payable To: 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? \$5000.000 What amount are you requesting from this RDKB Director(s)? \$2000.000 What is the Grant-in-Aid for? (attach an extra sheet if necessary) Show. We are fry, ng fo encourage people from out of foun Please list all other organizations you have applied to for funding (attach an extra sheet if necessary) of Trail has given us Name of Organization Amount Requested: \$ Amount Secured: \$ 605 00 Name of Organization Amount Requested: \$ Amount Secured: \$_ Name of Organization Amount Requested: \$ Amount Secured: \$ Date: April 7 20 Applicant Signature _ Print Name Don Steep Office Use Only Grant approved by Electoral Area Director:

to spend more time with us. We would like them to enjoy all our area has to offer. As well, we will be giving our local people semething fun to do.



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.

	Please check all Electoral Area Boxes You Are Making Application To:
Electoral Area 'A Director Ali Grieve	
Applicant:	*The Nelson & Ft. Sheppard Railway Co.
Address:	*PO Box 460 Fruitvale, BC
Phone:	*250-367-9441 Fax: 250-367-6210 E-Mail: *scott.weatherford@atcowoodproducts.com
Representative:	*Scott Weatherford
Make Cheque Payable To:	* Village of Fruitvale (note:For 2017 Community Train Rides) *Starred items, including contact information, must be completed in full.
	of the Project? \$\frac{16,000}{2000}\$. What amount are you requesting from this RDKB Director(s)? \$\frac{2000}{2000}\$. What is the Grant-in-Aid for? (attach an extra sheet if necessary)
See attached lett	
Please Name of Organization S Amount Requested: \$	
Name of Organization	
Amount Requested: \$	Amount Secured: \$
Name of Organization	
Amount Requested: \$	Amount Secured: \$
Date: 4/9/17	Applicant Signature Print Name Scot Washer To he
Office Use Only Grant approved by Ele Approved by Board:	ectoral Area Director: 4 (LVL 03/28/17
	SUBMIT



Ali Grieve Electoral Area A Director Regional District of Kootenay Boundary 202 - 843 Rossland Ave. Trail, BC V1R 4S8

March 27, 2017

RE: Beaver Valley Community Train Rides

Dear Ali,

Thanks to the overwhelming generosity of our sponsors, including ATCO Wood Products, The Nelson & Ft. Sheppard Railroad was able to continue the Fruitvale Community Train in 2016. These rides, which coincided with the Beaver Valley May Days and the Jingle Down Main Celebrations, proved to be as popular as we anticipated.

We are pleased to announce that we will be running the train rides again in 2017 at the Fruitvale May Days and Jingle Down Main Celebrations!

We are inviting other companies and organizations to join us once again in sponsoring this event. The cost of running the train rides twice each year is approximately \$16,000. This cost is primarily comprised of the liability insurance premium, but also includes the funds to operate the train for 2 days of rides, as well as planned donations to community service groups who will volunteer to assist passengers during the events. The Nelson & Ft. Sheppard Railway will be donating \$2,000 for the operation of the train on the two days. Our sister company, ATCO Wood Products, will donate an additional \$2,000 towards the cost of the events. We are asking for 7 additional sponsors who can provide \$2,000 each, in support of these events. We would like your organization to consider being one of those sponsors.

This event offers a very unique way to bring the Community in the Beaver Valley together, as well as being a central part of both the May Days and the Jingle Down Main Celebrations. We hope you will join us in continuing to support the Fruitvale Community Train Rides in 2017. I will contact you shortly to answer any additional questions you may have.

Thank you,

Scott Weatherford Chief Executive Officer

The Nelson & Ft. Sheppard Railway Co.

PO Box 460, Fruitvale, BC, Canada V0G 1L0 T: 250 367.9441 • F: 250 367.6210

2017 Fruitvale Community Train Ride Supporting Organizations

<u>Organization</u>	Amount Requested	Amount Secured (as of April 9, 2017)
ATCO Wood Products Ltd.	\$ 2,000	0 \$ 2,000
Nelson & Ft. Sheppard Railway Co.	\$ 2,000	0 \$ 2,000
RDKB - Area A	\$ 2,000	0 \$ 2,000
Retriev Technologies	\$ 2,000	0 \$ 2,000
HUB Insurance	\$ 2,000	0 \$ 2,000
McEwan & Co. Law Corp.	\$ 2,000	0 \$ 2,000
Powertech Electric	\$ 2,000	0
Columbia Power Corporation	\$ 2,000	0 \$ 2,000
Hall Printing	Donation in kind	Donation in kind
Beck Designs	Donation in kind	Donation in kind
Total	\$ 16,000	0 \$ 14.000



	ary L	,		
	Please check all Elec	ctoral Area Boxes You A	re 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'I Rural Grand Forks Director Roly Russell	Electoral Area 'E'/West Boundary Director Vicki Gee
Applicant	0 " " 1	- 1 O I I I		
Applicant:	Canadian Tire – Jumpsta	art Charity Golf Tournam	ent	
Address:	c/o Birchbank Golf Course			
Phone:	250-364-3333 Ext 250 Fax 250-364-1171		Latts10@hotmail.drezzy22@telus.r	
Representative:	Craig Lattanville, Owner, Canadia	ian Tire, Trail, BC Rob Drezdo	ff, Tournament Chairman	
Make Cheque Payable To:	Birchbank Golf Course	Ossland Trai	1 Canty Club	
***GIA Requests of \$5	000.00 or more may require o	official receipt. The Electors	al Area Director may ask for a	ndditional information.
What is the total Cost of	the Project? \$What amou	unt are you requesting from	this RDKB Director(s)? \$ Amo	unt Director's Discretion
	What is the Grant-	-in-Aid for? (attach an extra	sheet if necessary)	
D	101-11-0 11 71 01		1 10 10	
	rt Charity-Canadian Tire Cha e Greater Trail communities t			
To support kids in the		to participate in organized		
				-
				,
	· · · · · · · · · · · · · · · · · · ·			4
	list all other organizations you	u have applied to for fundir	ng (attach an extra sheet if ne	ecessary)
ame of Organization	list all other organizations you			ecessary)
ame of Organization mount Requested: \$		Amount Secured: \$		ecessary)
ame of Organization mount Requested: \$ ame of Organization		Amount Secured: \$	<u> </u>	ecessary)
ame of Organization mount Requested: \$ ame of Organization		Amount Secured: \$		ecessary)
ame of Organization mount Requested: \$ ame of Organization mount Requested: \$ ame of Organization		Amount Secured: \$ Amount Secured: \$	<u>.</u>	
lame of Organization mount Requested: \$ lame of Organization mount Requested: \$ lame of Organization		Amount Secured: \$ Amount Secured: \$		
lame of Organization Amount Requested: \$ lame of Organization Amount Requested: \$ lame of Organization Amount Requested: \$		Amount Secured: \$ Amount Secured: \$	<u>.</u>	
lame of Organization amount Requested: \$ lame of Organization amount Requested: \$ lame of Organization amount Requested: \$ ate: A Office Use Only	oplicant Signature	Amount Secured: \$ Amount Secured: \$ Amount Secured: \$		
lame of Organization amount Requested: \$ lame of Organization amount Requested: \$ lame of Organization amount Requested: \$ ate: A Office Use Only		Amount Secured: \$ Amount Secured: \$ Amount Secured: \$		

REGIONAL DISTRICT OF KOOTENAY BOUNDARY FILE #

MAR 2 7 2017

REF. TO: MF/JMM



202-843 Rossland Ave Trail, BC V1R 4S8

Regional District Kootenay Boundary

Date: April 1st, 2017

Re: Canadian Tire Charity Golf Tournament

Dear John McLean,

We would like to request your support as a Sponsor for the 2017 Canadian Tire Jumpstart Charity Golf Tournament, to help support kids in our community.

Canadian Tire Jumpstart is a national charitable program that helps kids in financial need to participate in organized sports and recreation. The program covers costs such as registration fees, transportation and equipment. In 2015, Jumpstart celebrated an incredible milestone of surpassing one million kids assisted since its inception in 2005. Last year alone, because of our supporters, the Canadian Tire Trail Chapter was able to raise \$18,770 which stayed within our local community!

Unfortunately, the need in our community is real. Research indicates that one in three Canadian families cannot afford to enroll their children in sport or recreation activities (Vision Critical 2011). Our goal this year is to raise \$20,000 for Canadian Tire Jumpstart, all of which will stay in the Trail Chapter budget and help kids in our community.

We will be hosting another exciting golf tournament on June 10th, 2017 at 1:00 pm at the Birchbank Golf Club and are anticipating more than 100 golfers from the local community.

There are a variety of ways in which you can contribute to the event. Enter in the golf tournament, donate a prize for the prize table, sponsor a hole or by making a donation directly to the Jumpstart Charity to support children in the community. Please visit www.canadiantire.ca/jumpstart

All sponsors will be mentioned and thanked in our programme and all publicity associated with the tournament. In addition, you will have the opportunity to network and host clients during a memorable day of golf. Please contact either of us directly for more details on sponsorship benefits and promotions.

Regards,

Craig Lattanville Owner - Canadian Tire Trail BC 250-364-3333 Ext 250 (latts10@hotmail.com) Rob Drezdoff Tournament Chairman 250-364-1171 (drezzy22@telus.net)

Canadian Tire Jumpstart Charities 2180 Yonge Street, P.O. Box 770, Station K Toronto, ON M4P 2V8



BREAKDOWN OF TOURNAMENT DONATIONS

PAR SPONSOR: \$250 donation to Jumpstart.

signage on the course and in the clubhouse

BIRDIE SPONSOR: \$500 donation includes:

donation to Jumpstart

signage on the course and in the clubhouse

two complimentary passes to Birchbank and two 2 for 1 passes

two complimentary entries for the tournament, power cart and a steak bbq

after the round

EAGLE SPONSOR: \$1000 donation includes:

donation to Jumpstart

signage on the course and in the clubhouse

four complimentary entries for the tournament, two power carts and a steak

bbq after the round

four complimentary passes to Birchbank and four 2 for 1 passes

PLEASE MAKE CHEQUES PAYABLE TO THE BIRCHBANK GOLF COURSE. IF YOU WISH TO PAY BY CREDIT CARD, PLEASE CALL THE PRO SHOP 250-693-2255.

ALL COMPLIMENTARY PASSES EXPIRE OCTOBER 31, 2017.

DEADLINE TO SIGN UP IS JUNE 7th.

String buts a sporting charice

Canadian Tire Jumpstart Charities 2180 Yonge Street, P.O. Box 770, Station K Toronto, ON M4P 2V8

Jennifer Kuhn

From:

is@rdkb.com

Sent:

March-27-17 3:00 PM

To:

Theresa Lenardon; Jennifer Kuhn; Information Services

Subject:

Grant-in-Aid Form submitted by Montrose Recreation Commission - Village of Montrose,

email address - admin@montrose.ca

Online Grant-in-Aid Application

Electoral Area(s) Applied to:

Electoral Area 'A' Director Ali Grieve

Applicant Information:

Applicant:

Montrose Recreation Commission - Village of Montrose

Address:

PO Box 510, Montrose, BC V0G 1P0

Phone:

250-367-7234

Fax:

250-367-7288

Email:

admin@montrose.ca

Representative:

Joe Danchuk, Mayor

Make Cheque Payable To:

The Corporation of the Village of Montrose

Appre Director Grieve

Other Expenses:

Total Cost of Project:

\$\$7,500

Amount Requested from

\$\$500

RDKB Director(s):

What is the Grant-in-Aid for?

The grant will be used towards the cost of providing pancake breakfasts to those that successfully hike Antennae Trail.

List of Other Organizations Applied to for Funding

Name of Organization Teck

Amount Requested \$1,000

Amount Secured

Name of Organization Fortis

Amount Requested \$1,000

Amount Secured

Name of Organization Columbia Power

Amount Requested \$750

Amount Secured

Documents uploaded with Submission?

I:\Portals\0\Documents\GIA-Attachments\



Kootenay Bound	dary
	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 'C'/ Rural Grand Forks Director Roly Russell Electoral Area 'C'/ Rural Grand Forks Director Vicki Gee
Applicant:	Canadian Tire – Jumpstart Charity Golf Tournament
Address:	c/o Birchbank Golf Course
Phone:	250-364-3333 Ext 250
Representative:	Craig Lattanville, Owner, Canadian Tire, Trail, BC Rob Drezdoff, Tournament Chairman
Make Cheque Payable To:	Birchbank Golf Course - Rossland Trail Country Club
**GIA Requests of \$	5,000.00 or more may require official receipt. The Electoral Area Director may ask for additional information
hat is the total Cost	of the Project? \$What amount are you requesting from this RDKB Director(s)? \$ Amount Director's Discretion
	What is the Grant-in-Aid for? (attach an extra sheet if necessary)
Donation to Jumps	start Charity-Canadian Tire Charity Golf Tournament-Birchbank Golf Course
To aumont kide in	the Greater Trail communities to participate in organized sports and recreation
TO SUPPORT KIAS IN	the Greater Hall communities to participate in organized sports and recreation
To support kids in	the Greater Trail communities to participate in organized sports and recreation
To support kids in	the Greater Trail communities to participate in organized sports and recreation
To support kids in	the Greater Trail communities to participate in organized sports and recreation
To support kids in	the Greater Trail communities to participate in organized sports and recreation
To support kids in	the Greater Trail communities to participate in organized sports and recreation
To support kids in	the Greater Trail communities to participate in organized sports and recreation
To support kids in	(rie Greater Trail communities to participate in organized sports and recreation
To support kids in	(rie Greater Trail communities to participate in organized sports and recreation
To support kids in	(rie Greater Trail communities to participate in organized sports and recreation
To support kids in	(rie Greater Trail communities to participate in organized sports and recreation
Pleas	se list all other organizations you have applied to for funding (attach an extra sheet if necessary)
Pleas ame of Organization_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary)
Pleas ame of Organization_	
Pleas ame of Organization_ mount Requested: \$_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary)
Pleas ame of Organization_ mount Requested: \$_ ame of Organization_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$
Pleas ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$
Pleas ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_ ame of Organization_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$
Pleas ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_ ame of Organization_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$
Pleas lame of Organization_ amount Requested: \$_ lame of Organization_ amount Requested: \$_ lame of Organization_ amount Requested: \$_	se list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$
Pleas lame of Organization_ amount Requested: \$_ lame of Organization_ amount Requested: \$_ lame of Organization_ amount Requested: \$_ Office Use Only	See list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$ Amount Secured: \$ Amount Secured: \$
Pleas ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_ ate:	See list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$ Amount Secured: \$ Amount Secured: \$
Pleas ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_ ame of Organization_ mount Requested: \$_ ate:	se list all other organizations you have applied to for funding (attach an extra sheet if necessary) Amount Secured: \$ Amount Secured: \$

Regional District of Grant-in-Aid Request Kootenay Boundary 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 Corperate Administration/Corporate Officer and Freedom of Information Protection of Privacy Officer at 250-368-9148 or foi@rdkb.com. Please check all Electoral Area Boxes You Are Making Application To: Electoral Area 'A' Electoral Area 'B'/ Electoral Area 'C'/ Electoral Area ED'/ TO: -Electoral-Area 'E' Rural Grand Footks Director Lower Columbia-Old Glory unristina Lake Director West Boundary Director Roly Russell Ali Grieve Director Linda Worley Grace McGregor Director Vicki Gee Applicant: Smoke 'n Steel Auto Chib West Kootenay Address: B.C. E-Mail: Phone: * dwsteep Whotmail.com 250 367-6503 Representative: Don Steep Make Cheque West Kootenay Smok'n Steel Auto Club Payable To: 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 Grant-in-Aid for? (attach an extra sheet if necessary) # 2000 00 Show. We are frying to encourage people from out of town Please list all other organizations you have applied to for funding (attach an extra sheet if necessary) of Trail has given us Name of Organization_ Amount Secured: \$ 605 00 Amount Requested: \$ Name of Organization Amount Requested: \$ Amount Secured: \$ Name of Organization Amount Requested: \$ Amount Secured: \$ Print Name Don Steep Date: April 7 2017 pplicant Signature Office Use Only Grant approved by Electoral Area Director: World



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.

	f Information Protection of Priva			ager or corporate r	Tarimisa adoi # Oorporate		
	Please check all E	lectoral Area Boxes	You Are Makin	g Application 1	Го:		
Electoral Area 'A' Director Ali Grieve	Electoral Area 'B'/ Lower Columbia-Old Glor Director Linda Worley	✓ Electoral Area	C'/ Elector Rural	oral Area 'D'/ Grand Forks r Roly Russell	Electoral Area 'E'/ West Boundary Director Vicki Gee		
Applicant:	*Grand Forks A	TV					
Address:	*Box 2020 Grand Forks BC						
Phone:	* 250 442 3359	Fax:	E-Mail:	*zornszo	o@net.net		
Representative:	*Doug Zorn						
Make Cheque Payable To:	*Grand Forks AT	V		ä			
	*Starred items,	including contact infor	mation, must be co	ompleted in full.			
****GIA Requests of \$5,0	00.00 or more may require	official receipt. The Ele	ectoral Area Direc	tor may ask for a	additional information.		
What is the total Cost of	the Project? \$_27,056.00	What amount are you re	equesting from th	is RDKB Director	r(s)? \$ 3,600		
	What is the Gra	ant-in-Aid for? (attach	an extra sheet if	necessary)			
					Fife. These kiosks will section of trail east of		
					ctional signage, helping		
	heir experince safely						
Please	list all other organizations	you have applied to f	or funding (attac	h an ovtra shoot	if nocossary)		
Name of Organization AT	•	you have applied to h	or runding (attac	ii aii extra siicet	in necessary)		
Amount Requested: \$ 325		Amount S	ecured: \$_3250.00		¥		
Name of Organization Inte	erfor						
Amount Requested: \$2,0	00	Amount S	ecured: \$_2000				
Name of Organization wo							
Amount Requested: \$ 300	00	Amount S	ecured: \$_3000				
Date: March 29 2017 A	pplicant Signature			Print Name Dou	ıg Zorn		
Office Use Only Grant approved by Electory Approved by Board:	ctoral Area Director:	MCGregor	03/29/1	1			
		CIIRMI					

Jennifer Kuhn

From:

is@rdkb.com

Sent:

March-23-17 2:38 PM

To:

Theresa Lenardon; Jennifer Kuhn; Information Services

Subject:

Grant-in-Aid Form submitted by Christina Lake Recreation Commission, email address -

gfplay@rdkb.com

Online Grant-in-Aid Application

Electoral Area(s) Applied to:

Electoral Area 'C'/ Christina Lake Director Grace McGregor

Applicant Information:

Applicant: Christina Lake Recreation Commission

Address:

Box 1486

Phone:

250-442-2202

Fax:

250-442-2878

Email:

gfplay@rdkb.com

Representative:

Lilly Bryant

Make Cheque Payable To: Transfer to 12711-194-023 - Program Expense

About mochedor 031.23/17

Other Expenses:

Total Cost of Project:

\$1000

Amount Requested from

\$1000

RDKB Director(s):

What is the Grant-in-Aid for?

To help offset the cost for the 13th annual Pharmasave Christina Lake Triathlon-Volunteer Shirts/Hats

List of Other Organizations Applied to for Funding

Name of Organization Grand Forks Pharmasave

Amount Requested \$1000

Amount Secured \$1000

Name of Organization 102.3 Juice FM

Amount Requested In Kind for Ad

Amount Secured

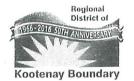
Name of Organization

Amount Requested

Amount Secured

Documents uploaded with Submission?

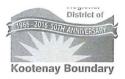
I:\Portals\0\Documents\GIA-Attachments\



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.

	Please check all Elec	toral Area Boxes You	Are Making Application	Го:
Electoral Area 'A' Director Ali Grieve	Electoral Area 'B'/ Lower Columbia-Old Glory Director Linda Worley	Electoral Area 'C'/ Criristina Lake Director Grace McGregor	Electoral Area 'D'/ Rural Grand Forks Director Roly Russell	Electoral Area 'E'/ West Boundary Director Vicki Gee
Applicant:	*			
Applicant.	Grand Forks AT	V		•
Address:	*Box 2020 Grand	Forks BC		*
Phone:	* 250 442 3359 Fax	C:	E-Mail: * zornszo	o@net.net
Representative:	* Doug Zorn	•		
Make Cheque	* Grand Forks ATV			
Payable To:		cluding contact information	n, must be completed in full.	
	000.00 or more may require offi f the Project? \$ <u>500\$</u> What What is the Grant		sting from this RDKB Directo	
The Grand Forks	ATV Club would like to	undate the nower r	oint presentation " Let	t's Talk About the TC
to reflect new info	rmation. Once this upgra	ade is complete the	power point will be pr	esented to many in the
Boundary Kooten	ay Region	,		
	9			
			-	
Please	list all other organizations yo	u have applied to for fu	nding (attach an extra shee	t if necessary)
Name of Organization	<i>a</i>	NAME OF THE PROPERTY OF THE PR		
Amount Requested: \$		Amount Secure	ed: \$	
Name of Organization				
Amount Requested: \$		Amount Secure	ed: \$	
Name of Organization				
Amount Requested: \$		Amount Secure	ed: \$	
Date: Nov 24 2016	Applicant Signature		Print Name Doo	ug Zorn
, , , , , , , , , , , , , , , , , , ,				
Office Use Only Grant approved by Ele Approved by Board:	ctoral Area Director:	regor Apri	11/17	

SIIRMIT



Approved by Board:

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.

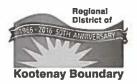
Please check all Electoral Area Boxes You Are Making Application To: Electoral Area 'A' Electoral Area 'B'/ Electoral Area 'C'/ Electoral Area 'D'/ Electoral Area 'E'/ Director Lower Columbia-Old Glory unristina Lake Director **Rural Grand Forks** West Boundary Ali Grieve **Director Linda Worley Grace McGregor Director Roly Russell** Director Vicki Gee Applicant: Kettle Valley Fire Service Address: **RDKB** Phone: E-Mail: 250 368-9148 * jmaclean@rdkb.com Representative: * RDKB Make Cheque Internal transfer Payable To: *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)? \$ 25,000.00 What is the Grant-in-Aid for? (attach an extra sheet if necessary) Contribution from grant-in-aid to start-up capital costs of new fire protection service 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: _Apr 10, 2017 Print Name _ RDKB Applicant Signature Office Use Only Grant approved by Electoral Area Director:

SUBMIT



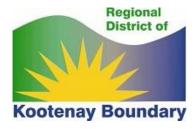
The personal information you provide on this RDKB document is being collected in accordance with the Freedom of Information and Protection of Privacy Act and will be used only for the purpose of processing RDKB business. This document may become public information. If you have any questions about the 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 fol@rdkb.com.

	Please check all	Elector	ral Area Boxes You	Are Makir	a Application	To
Electoral Area 'A' Director Ali Grieve	Electoral Area '8' Cower Columbia-Old Gl Director Linda Worle	ory C	Electoral Area 'C'/ Irristina Lake Director Grace McGregor	Elect Rural	oral Area 'D'/ Grand Forks r Roly Russell	Electoral Area 'E'/ West Boundary Director Vicki Gee
Applicant:	Granby Wilde	rnes	s Society			
Address:	13825 North I			orks		
Phone:	2504427969	Fax:		E-Mail:	jenny.coles	shill@granbywilderness.ca
Representative:	Jenny Colesh	ill				03 ,
Make Cheque Payable To:	Granby Wilderr					-
	00.00 or more may require	official i		Area Direct	or may ask for a	
	What is the Gr	ant-in-A	id for? (attach an extr	a sheet if r	ecessary)	(3).
	them Interior. towards the purchas					in Riparian Cottonwood, and protection of
Please li Name of Organization	st all other organizations	you ha	ve applied to for fundi	ing (attach	an extra sheet	if necessary)
Amount Requested: \$			Amount Secured:	\$		
Name of Organization	,-					
Amount Requested: \$			Amount Secured:	\$		
Name of Organization						
Amount Requested: \$ Date:///as~_/4_Ap	plicant Signature	a Q	Amount Secured:			va Anthony
Office Use Only Grant approved by Elector Approved by Board:	oral Area Director:		0.40		_	
			SUBMIT			



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.

Please check all Electoral Area Boxes You Are Making Application To: Electoral Area 'B'/ Electoral Area 'C'/ Electoral Area 'D'/ Electoral Area 'E'/ Electoral Area 'A' **West Boundary Rural Grand Forks** Director Lower Columbia-Old Glory Criristina Lake Director **Grace McGregor** Director Roly Russell Director Vicki Gee Ali Grieve **Director Linda Worley** Applicant: Trails to the Boundary Society Address: * Box 492, Midway BC V0H 1M0 E-Mail: Phone: *250 528-0227 rags-relics@hotmail.com Representative: Pat Henley Make Cheque * Trails to the Boundary Society Payable To: *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)? \$_____ \$____ What is the Grant-in-Aid for? (attach an extra sheet if necessary) Trail signs for Big White Loop 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: Apr 13, 2016 Applicant Signature Hatrician Print Name Pat Henley Office Use Only Grant approved by Electoral Area Director: _ Approved by Board: SUBMI



STAFF REPORT

Date: 18 Apr 2017 **File**

To: Chair McGregor and Directors,

RDKB Board

From: John M. MacLean, CAO

Re: West Kootenay Transit Fare Review

Issue Introduction

A staff report presenting the West Kootenay Transit Fare review for consideration and decision.

History/Background Factors

BC Transit and the West Kootenay Transit Committee (comprised of representatives from the City of Nelson, RDCK and RDKB) have been discussing the harmonization and simplification of transit fares across the West Kootenay for some time now.

BC Transit prepared the attached report and analysis. The report identifies a relatively complex system of zones, multi-zones and top-ups. BC Transit indicates that they have had success with harmonized fares and a much simpler fare structure. This results in less confusions for riders and operators alike.

The RDKB representatives of the West Kootenay Transit Committee, the RDCK and Staff are comfortable recommending Option 2 for endorsement. The RDCK Board has recently endorsed Option 2.

Option 2 would see the following changes:

Cash Fares \$2 to \$2.25

Tickets (10) \$18.00 to \$20.25 and age based discounts are eliminated

Adult Monthly Passes \$50 to \$60 Monthly Pass Discount \$35 to \$45

Semester Passes \$125 - no change

Implications

The BC Transit estimates indicate that Option 2 may results in a small decrease in ridership but will result in an overall increase in revenues.

The last review of fares was in 2013.

Advancement of Strategic Planning Goals

This is directly related to undertaking a full analysis of how we go about funding our services.

Background Information Provided

West Kootenay Fare Review Report

Alternatives

- 1. Receipt
- 2. Deferral
- 3. Approval of Option 2.

Recommendation(s)

That the Board of Directors receive the West Kootenay Transit Fare Review. Further, that the Board of Directors endorse Option 2 contained in the report and detailed as follows:

Cash Fares	\$2.25
Tickets (10)	\$20.25
Monthly Pass (Adult)	\$60.00
Monthly Pass (Discount)	\$45.00
Semester Pass	\$125.00

including the introduction of Day Pass as discussed at twice the cash fare.

Fare Structure Review

West Kootenay Transit System



Regional District of Kootenay Boundary Regional District of Central Kootenay City of Nelson



BC TRANSIT GLOSSARY

Adult fare – A regular fare must be paid by all passengers who do not qualify for a discount or cannot prove eligibility.

Average fare – Total revenue from fare sources divided by total ridership (including BC Bus Pass).

Cash fare – A cash fare allows one person to use transit. No change is given on the bus and so exact change must be used.

Child - A person who is four years of age or under. Children may ride the bus for free.

Conventional transit – Serves the general population in urban settings using mid-sized, large or double-deck buses. The buses are accessible and low-floor and run on fixed routes and fixed schedules.

Cost recovery – Reflects annual total revenue divided by total costs. This ratio indicates the proportion of costs recovered from total revenue. A strong cost recovery is desirable, as it reduces the subsidy from the taxpayer. This factor, however, is a municipal policy decision.

Discount fare – Discounts on cash fares and pre-paid products are applicable to seniors (aged 65+), students in full-time attendance to Grade 12 and post-secondary students with valid ID.

handyDART – Custom door-to-door service for those passengers who cannot use conventional transit due to a disability. Riders must be registered with the handyDART office before they can use the service. Also known as custom transit, handyDART stands for handy Dial-a-Ride-Transit.

One Zone - Local travel within a jurisdiction. For example, travel within the Slocan Zone.

Monthly Pass – for users taking transit regularly throughout the month, a Monthly Pass offers a discount for unlimited travel.

Multi-Zone - Travel between regions. For example, Nelson to Trail.

Performance measures – Statistical ratios combining system outputs and transit service area statistics to benchmark performance within the industry and operational trends over time

Ticket – Each ticket allows one person to use transit. When purchasing a package of ten tickets, a user will receive a discount. Using tickets also has the advantage of not requiring exact change to be carried on the bus.

Top up - Additional fare paid to transfer between regions.

Total revenue – Includes passenger and advertising revenue; excludes property tax and fuel tax revenue.

Transfer – When a user pays their fare using cash or using tickets, and requires more than one bus to complete their trip, they may request a transfer from the operator. Transfers are free, and they are good for one-way travel, valid for the first connecting bus at transfer points only.

1.0 OVERVIEW

BC Transit has prepared this report for the Regional District of Kootenay Boundary, Regional District of Central Kootenay and the City of Nelson to examine the effectiveness of the current fare structure in the West Kootenay Transit System.

This fare review builds upon the fare structure improvements made in 2013, whereby ten different conventional fare zones were reduced to three. Continuing this evolution, and drawing upon BC Transit best practices, this report offers recommended fare structure options to further simplify and optimize the West Kootenay Transit System, encourage region-wide ridership and be more compatible with future fare collection technology. These recommendations will also seek to eliminate any confusion experienced in the enforcement of the fare structure within the system.

Prior to the recommendations, the report discusses historic revenue and ridership trends, and compares the fare structure to peer transit systems and to BC Transit's recommended fare guidelines.

2.0 CURRENT FARES

The following table outlines the fare structure in the West Kootenay Transit System for reference.

Table 1: Current Fare Structure

		Current Fare			
Fare Product	Audience	Slocan Zone & Columbia/Kootenay Zones	Multi-Zone		
Cash	All	\$2.00	\$3.50		
	Adult	\$18.00	\$31.50		
Tickets (10)	Discount	\$15.75	\$27.50		
	Adult	\$50.00	\$90.00		
Monthly Pass	Discount	\$35.00	\$78.75		
Semester Pass	Student	\$125.00	\$225.00		

In addition to the fares outlined above, a series of top ups exist. These top ups are additional fares which allow customers who have paid a local fare to travel between fare zones. For example, a customer with a valid monthly pass for the Columbia Zone can pay a top up of \$1.00 per ride to travel to the Kootenay Zone. Likewise, a customer with a valid monthly pass for the Kootenay Zone can pay a top up of \$1.00 per ride to travel to the Columbia Zone. These top ups are not published in the Rider's Guide or online.

The Health Connection fares within the transit system are in Table 2 below:

Table 2: Health Connection Fares

Region	Current Fare (cash)
Nakusp and Kaslo	\$4.00
Salmo	\$3.50

3.0 KEY PERFORMANCE MEASURES

The table below outlines some key performance statistics for the West Kootenay Transit System as a whole at the end of fiscal 2015/16:

Table 3: Key Performance Measures

Measure	Performance
Ridership Growth (3-year annual compound rate)	11%
Revenue Growth (3-year annual compound rate)	12%
Total Ridership	744,060
Total Revenue	\$890,645
Total Revenue from Fare Sources*	\$737,293
Proportion of Fare Revenue from Pre-paid Sources	48%
Average Fare	\$1.18
Total Cost Recovery	16%

^{*}Excludes advertising, BC Bus Pass, and miscellaneous revenue. This represents revenue that can be affected by a fare change.

Annual ridership has been increasing steadily in recent years, with a five year compound annual growth rate (CAGR) of five per cent, and 11 per cent since fares were simplified in 2013/14. Similarly, overall revenue has increased by an average of six per cent per year over the last five years, and 12 per cent since the last fare change.

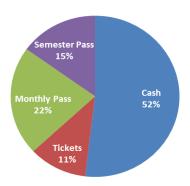
Looking slightly deeper, cash revenue has seen a five year CAGR of five per cent. Monthly pass revenue has seen a five year CAGR of minus one per cent, though has seen growth within the last three years. Pre-paid fare revenue has fluctuated between 43 per cent and 48 per cent in the last five years, and sits at 48 per cent in 2015/16.

Despite the increasing revenues, operating costs have increased by an average of 11 per cent per year in the past five years, meaning cost recovery has fallen from 21 per cent to 16 per cent.

4.0 FARE REVENUE COMPOSITION

The chart below indicates how revenue from conventional fares is divided by fare type:

Figure 1: Revenue and Ridership by Fare Type (2015/16)



The analysis of revenue composition can be considered from two perspectives. On one hand, having a higher percentage of revenue from cash means that more often a full fare is paid (with no discounts for pre-payment), meaning revenue and average fare is maximized. On the other hand, pre-paid fares offer greater stability, predictability and security of revenue as well as promoting more frequent ridership from existing transit customers. In addition, increased use of pre-paid products can improve operational efficiency and reduces cash handling costs. Generally, BC Transit recommends the promotion of pre-paid products.

In the West Kootenay Transit System, the proportion of revenue from cash is 52 per cent. As noted in section 5, this is lower than in similarly sized systems.

Figure 1 also indicates which fare types would have the biggest impact on fare revenues and ridership if they were to be adjusted. For example, in the West Kootenay Transit System, adjusting cash and/or monthly passes would yield the biggest impacts due to almost three quarters of revenues being from these sources.

It is also important to note the proportion of revenue derived from local travel (Slocan Zone and Columbia/Kootenay zones) versus regional travel (multi-zone). Again, this gives an indication as to which fares will have the biggest impacts on revenue and ridership were they to be adjusted. As you can see in Table 4 below, the majority of fare revenue is coming from local travel, and so adjustments made to these fares will have more impact on revenue than any adjustments made to regional fares:

Table 4: Proportion of Revenue by Fare Zone

	Cash		Tic	kets	Monthly Pass	
System	One Zone	Multi-Zone	One Zone	Multi-Zone	One Zone	Multi-Zone
Nelson	82%	18%	82%	18%	72%	28%
Kootenay Boundary	84%	16%	84%	16%	94%	6%
Kootenay Lake West	83%	17%	-	-	-	-

Source: Calculated from Ridesbook, with the exception of Kootenay Boundary monthly pass revenue which is calculated using revenue reports submitted to Finance.

5.0 PERFORMANCE EVALUATION

This report now outlines how the West Kootenay Transit System's performance indicators compare to those of its peer transit systems and how its fares compare to general fare guidelines recommended by BC Transit.

5.1 Comparison to Peer Systems

Table 5: Comparison to Peer Systems

	West Kootenay Transit System	Average of Peer Systems**	Variance
Adult Cash Fare*	\$2.00	\$2.00	\$0.00
Adult Ticket Price*	\$18.00	\$17.50	\$0.50
Adult Monthly Pass Price*	\$50.00	\$52.50	-\$2.50
Average Fare	\$1.18	\$1.36	-\$0.18
Proportion of Fare Revenue from Pre-paid Sources	48%	33%	15%
Cost Recovery	16%	23%	-7%

Multiple fare zones exist in the West Kootenay Transit System, and so direct comparisons with other systems are not straightforward. As seen in Table 4 above, the three primary adult single zone fare sources - cash, monthly pass and tickets - are priced similarly to those of peer systems in each instance.

The West Kootenay Transit System underperforms against its peers in terms of average fare. This is in part due to having a higher proportion of pre-paid fares, and so, in theory, more revenue stability.

^{*}In the case of systems with multiple zones, the single zone fare is used
**Average of four Tier 2/3 systems: Comox Valley, Cowichan Valley, Sunshine Coast and Vernon

5.2 Comparison to BC Transit Fare Guidelines

The table below compares the West Kootenay Transit System's current transit fare structure to BC Transit's recommended fare guidelines. Under these guidelines, the adult cash fare is the base from which other fares are calculated.

BC Transit no longer recommends offering age-based discounts on cash fares, tickets and day passes. Rather, it is moving towards a model whereby age-based discounts would only be offered on monthly passes. This new structure is being recommended to all other systems and has been implemented in Victoria. Removing age-based discounts is becoming more popular across Canada and has several benefits:

- It offers simplicity in the fare structure, making it easier for customers to understand and use, and simpler for vendors to promote and sell.
- It reduces the reliance on operators to enforce age-based fares, potentially reducing conflict.
- It provides incentive for riders to switch to monthly passes, thus encouraging more consistent ridership while reducing fare collection costs.

BC Transit also recommends having a single fare zone within a system, unless unique circumstances dictate otherwise. It is important to acknowledge that there are some advantages to having a multi-zone system, namely that it may allow for the capture of the maximum amount of revenue per passenger due to charging higher prices for regional travel. However, a multi-zone system can create confusion for passengers and operators. It also creates the potential for loss of revenue because operators often have no defined system for enforcing multi-zone fares. Passengers are left to use the honour system when paying cash fares and top-ups, which increases the risk of operator conflict in the event of suspected fare evasion.

Table 6: Comparison to BC Transit Fare Guidelines

			West Kootenay Transit System		
Fare Product	Audience	BC Transit Fare Guidelines	Slocan Zone & Columbia/Kootenay Zones	Multi Zone	
	Adult	Base Fare	Base Fare	1.8 times Base Fare	
Cash	Discount	Base Fare*	Base Fare	1.8 times Base Fare	
	Adult	9 times Base Fare	9.0 times Base Fare	15.8 times Base Fare	
Tickets	Discount	9 times Base Fare*	7.9 times Base Fare	13.8 times Base Fare	
	Adult	20 – 30 times Base Fare	25.0 times Base Fare	45.0 times Base Fare	
Monthly Pass	Discount	Adult Monthly Pass less 15%	Adult Monthly Pass less 30%	Adult Monthly Pass less 12%	
Semester Pass	Student	4 times Discount Monthly Pass less 20%	4 times Discount Monthly Pass less 11%	4 times Discount Monthly Pass less 29%	

^{*}BC Transit no longer recommends discounting cash fares, tickets and day passes

Table 6 shows that when compared to BC Transit fare guidelines, the fare structure differs in several ways. Most notably, multiple zones exist within the three systems within the West

Kootenay Transit System. As noted above, it is typically recommended that transit systems employ one fare zone. The multiple zones are also exacerbated by the presence of top ups within the system, creating further complexity for customers, operators and partners.

Secondly, age-based discounts exist for ticket fares, increasing the complexity of the fare structure and requiring age-based visual validation by Operators.

Thirdly, several prices are not in alignment with the guidelines. While the adult one zone monthly pass is within guidelines, the discounted pass is discounted more deeply than is recommended.

The complexity of the fare structure in the West Kootenay Transit System is leading to confusion and inconsistencies in the enforcement of the fare policies.

Finally, handyDART fares differ to conventional fares. As a general corporate guideline, BC Transit recommends that the fare for handyDART services should be equal to the conventional service fares. handyDART is more costly to operate, so fares should not be set below those of conventional services, and so as not to discriminate, users of the handyDART system should not be charged more than users of the conventional or paratransit system. In September 2016, the City of Winnipeg settled a human rights complaint filed on behalf of senior Handi-Transit users who paid more than seniors using regular bus service prior to June 2014. The City of Kelowna has also received complaints as a result of handyDART riders paying higher fares than conventional riders.

For reference, the handyDART fares are outlined in Table 7:

Table 7: handyDART Fares

Region	Fare (cash)		
Nelson	\$2.00		
Castlegar	\$2.50		
Kootenay Boundary	\$2.50		
Kaslo Local	\$1.75		
Nakusp Local	\$1.25		

6.0 CONCLUSIONS

Our analysis indicates that:

- The West Kootenay Transit System fare structure is complex in comparison to other systems, with 12 different fare types. This is further exacerbated by the addition of top ups.
- Top ups are causing confusion for customers, operators, operating companies and local government partners, and increase the risk of conflict within the system.
- The majority of travel occurs within the local zones.

- Fares are out of alignment with BC Transit guidelines, and multiple zones exist, which is generally not recommended. The current fare structure also deviates from BC Transit fare guidelines by retaining age-based discounts for tickets.
- Revenue and ridership have both been increasing since the most recent fare changes in

7.0 POTENTIAL FARE STRUCTURES

Three fare structures were developed with the objective of providing the appropriate blend of revenue and ridership within the West Kootenay Transit System, as well as acknowledging the traits and local infrastructure of the region. This fare structures seek to simplify the fare structure to make it more user friendly for riders and transit operators, along with offering varying impacts on revenue and ridership. The three options are outlined in Table 8:

Table 8: Potential Fare Structures

		Current F				
Fare Product	Audience	Slocan Zone & Columbia/Kootenay Zones	Multi Zone	Option 1	Option 2	Option 3
Cash	All	\$2.00	\$3.50	\$2.00	\$2.25	\$2.50
Tickets (10)	Adult	\$18.00	\$31.50	\$18.00	\$20.25	\$22.50
Monthly	Discount Adult	\$15.75 \$50.00	\$27.50 \$90.00	\$50.00	\$60.00	\$60.00
Pass	Discount	\$35.00	\$78.75	\$35.00	\$45.00	\$45.00
Semester Pass	Student	\$125.00	\$225.00	\$125.00	\$125.00	\$125.00

Notes/assumptions:

- Revenue and ridership projections exclude BC Bus Pass
- 2. All calculations are based on Simpson-Curtin rule
 3. Projections account only for changes in fares. Any other changes, e.g. service changes may affect these projections

Following the success of simplified fare structures in other transit systems across British Columbia, and the effectiveness of a single cash fare in the West Kootenay transit system, all options propose a single ticket fare, making the fare structure more user-friendly and reducing the risk of age-based disputes. Additionally, following conversations at the West Kootenay Transit Committee meeting in November 2016, as well as conversations between local transit staff and BC Transit, all options propose the elimination of multiple fare zones in order to simplify the transit systems and reduce passenger and operator confusion as a result of the application of top ups.

As part of all of these recommendations, the handyDART fares would be amended to match the conventional fares. As with conventional transit, only one fare zone would exist, negating the requirement for top-up fares and encourage more region-wide travel. This will have minimal impacts on revenue and ridership.

While no changes to the Health Connections fares are recommended, the elimination of top ups is. Given the inconsistent application of these top ups, no material impact is expected.

Fare Option 1

- This option was created to show the effects of moving all fares to the current single zone fare of \$2.00.
- The only passengers seeing an increase to fares would be those using the discount tickets, who would see an increase of \$0.23 per ride.

Fare Option 2

- Under this option, the single cash fare is to \$2.25. While this is closer to the current local
 zone fare than the regional fare, given the weighting of cash and local fares within the
 system, this will create an increase to total cash revenue.
- Tickets are priced at nine times the cash fare: \$20.25.
- A \$10 increase has been applied to the monthly pass though this is still closer to the local fare than the regional fare.
- To reflect the importance of students to the local area, the price of a semester pass has been fixed at \$125, which is the current price of the local zone semester pass.

Fare Option 3

 This option is identical to Option 2, but with a cash fare of \$2.50 and tickets priced at \$22.50, which will give higher revenue increases.

Day Pass

A Day Pass offers a discount for unlimited travel throughout the day. As with tickets and passes, a Day Pass can be purchased through the vendor network. The pricing recommendation for a Day Pass is that it is double the cash fare. To pay using a Day Pass, a passenger should scratch the specific travel day ahead of time and show the driver. The West Kootenay Transit System does not currently have a Day Pass as part of their suite of products, but given the potential move towards a single-zone fare system, this may be something worthy of discussion. In the short-term, the anticipated revenue impact of introducing a Day Pass would be minimal.

Figure 2: BC Transit Day Pass



Evaluation

Potential fare options were evaluated through quantitative and qualitative analysis.

The quantitative analysis projects revenue and ridership impacts of the three options. This analysis is objective in nature and will use the Simpson-Curtin rule of elasticity, which is commonly applied in transit fare analyses. This theory assumes a short-term ridership loss of 0.3 per cent for every one per cent increase in fares. Revenue estimates are based on historical weighted averages for each fare product category.

The qualitative analysis will examine the three proposed fare options against key objectives designed to improve the net yield of transit fares, which should be the overall goal of a fare structure.

Quantitative Analysis

The impact of these fare options for each system can be seen in more detail in Table 9 below:

Table 9: Impact of Fare Structure Options on Each System

System	Option 1		Option 2		Option 3	
	Revenue	Ridership	Revenue	Ridership	Revenue	Ridership
Nelson	-\$23,526 (-8%)	3,730 (2%)	\$2,278 (1%)	-3,879 (-2%)	\$15,711 (5%)	-7,320 (-4%)
Kootenay Boundary	-\$17,006 (-6%)	3,548 (2%)	\$7,090 (2%)	-5,108 (-2%)	\$18,855 (6%)	-8,493 (-4%)
Kootenay Lake West	-\$6,260 (-6%)	728 (1%)	\$2,046 (2%)	-1,207 (-2%)	\$9,491 (9%)	-3,142 (-3%)
Total	-\$46,792 (-7%)	8,005 (2%)	\$11,414 (2%)	-10,194 (-2%)	\$44,057 (6%)	-18,955 (-4%)

Qualitative Analysis

Four objectives were used to evaluate the three potential fare structures. Each proposed fare structure was assigned a score ranging from +2 (strongly positive) to -2 (strongly negative). For example, when answering the first question in the Marketable objective, if a fare option was much easier to produce and package than the existing fare structure, it would receive a +2. If it was a little easier, it would receive a +1. If it was the same, it would receive a zero. If it was a little more difficult, it would receive a -1. And if it were much more difficult to produce and package, it would receive a -2. The evaluation criteria and the results of the analysis are outlined in Table 10:

Table 10: Qualitative Evaluation Criteria and Results

Objective	Option 1	Option 2	Option 3
Attractive to Customers and Encourages Ridership	6	5	4
2. Marketable	6	6	6
3. Low Costs of Operation and Debt Service	6	6	6
4. Secure	6	6	6
Total score (max. 24, min24)	24	23	22

This evaluation shows that all Option 1 most closely meets the four objectives, with Option 2 second and Option 3 third. The difference between the three options is simply pricing. Generally though, the options all score very similarly, which is to be expected given that the fare structures are all identical. Detailed results can be found in Appendix A.

The simplicity of a single-zone fare structure can be seen in this sample Rider's Guide fare page (please note that all fares are hypothetical only):

Figure 3: Rider's Guide Example

Current:

Fares	subject to	change	
Cash	Slocan Zone	Columbia/ Kootenay Zones	Multi- Zone
Adult	\$ 2.00	\$ 2.00	\$ 3.50
Student/Senior	2.00	2.00	3.50
Child, 4 or under	free	free	free
Tickets (10)			
Adult	18.00	18.00	31.50
Student/Senior*	15.75	15.75	27.50
Monthly Pass			
Adult	_	50.00	90.00
Student/Senior*	_	35.00	78.75
Semester Pass			
Student**	_	125.00	225.00

- Reduced fare with valid I.D. for persons 65 or over and students in full-time attendance to Grade 12 and post-secondary students. Available with valid I.D. to students in full-time attendance to Grade 12 and post-secondary students.

Fares for Routes 51-58 (Nakusp and Kaslo Local Paratransit) listed on schedule page.

Health Connections

Nakusp and Kaslo	\$ 4.00
Salmo	3.50



Future:

Fares	subject to change
Cash	
All fares	\$2.50
Child, 4 or under	free
Tickets (10)	
All fares	22.50
Monthly Pass	
Adult	60.00
Student/Senior*	45.00
Semester Pass	
Student**	125.00



Fares for Routes 51-58 (Nakusp and Kaslo Local Paratransit) listed on schedule page.

Health Connections

Nakusp and Kaslo	\$4.00
Salmo	3.50

13

8.0 RECOMMENDED FARES

8.1 Recommended Fare Structure

BC Transit recommends that the Regional District of Kootenay Boundary, Regional District of Central Kootenay and the City of Nelson choose the fare option that best meets the needs of the West Kootenay Transit System. While the fare prices may vary among the three presented options, the structure is identical and reflects the future fare strategy of BC Transit. Indeed, several BC Transit systems have implemented single cash and ticket fares and anecdotal evidence suggests that the number of fare disputes has declined, with operators appreciating not having to enforce age-based discounts.

8.2 Recommended Fare Products

As part of the move to a new fare structure, it is recommended that the West Kootenay Transit System review its fare products. Reviewing fare products ensures that the correct fare products are used in the event of any fare changes, as well as increasing efficiencies and economies of scale for BC Transit.

The current fare products and recommended fare products are outlined in Appendix B.

9.0 RECOMMENDATIONS

It is recommended that the Regional District of Kootenay Boundary, Regional District of Central Kootenay and the City of Nelson:

- 1. Receive this report as information
- 2. Approve one of the three proposed fare structures
- 3. Approve the proposed fare products
- 4. Direct staff to work with BC Transit to implement the fare change

14

APPENDIX A: DETAILED QUALITATIVE ANALYSIS

Qualitative Evaluation				
Yes, strongly: +2 Yes, slightly: +1 Neutral: 0 No, slightly: -1 No, strongly: -2				
	Option 1	Option 2	Option 3	
Objective 1: Attractive to Customers and Encourages Ridership (We	eight: 25%)			
Compared to the existing structure, is the new fare structure				
Easier for customers to understand, buy and use?	2	2	2	
More consistent with BC Transit Guidelines?	2	2	2	
Priced fairly and equitably?	2	1	0	
Total	6	5	4	
Objective 2: Marketable (Weight: 25%)				
Compared to the existing structure, is the new fare structure				
Easier to produce and package?	2	2	2	
Easier to transition to a more streamlined fare collection strategy? (e.g. mobile technology)	2	2	2	
Easier for vendors to understand, promote and sell?	2	2	2	
Total	6	6	6	
Objective 3: Low Costs of Operation and Debt Service (Weight: 25%)				
Compared to the existing structure, does the new fare structure				
Reduce ongoing fare collection and administration costs?	2	2	2	
Promote timely and efficient boarding?	2	2	2	
Increase the sale of pre-paid products?	2	2	2	
Total	6	6	6	
Objective 4: Secure - safety and fraud (Weight: 25%)				
Compared to the existing structure, does the new fare structure				
Decrease the risk of operator assaults and/or security incidents?	2	2	2	
Reduce the risk of fraud? (e.g. age-based, transfer-based)	2	2	2	
Reduce subjectivity during fare payment validation?	2	2	2	
Total	6	6	6	
Grand Total (max. 24, min24) 24 23 22				

APPENDIX B: REVISED FARE PRODUCTS

		Fare Products – Current		
Fare Product	Audience	Slocan Zone & Columbia/Kootenay Zones	Multi Zone	Fare Products – Recommended
	Adult	\$2.00 B	Transi TICKET	(a) (a) (a) (b) (b) (c) (c) (c) (d) (d) (d) (d) (d) (d) (d) (d) (d) (d
Tickets (10)	Discount	Standard TICKET 51.50 to Other Page 18	11CKET \$2.75 \$	One Fare
Masthly Dags	Adult	2017 ADULT JAN 2017 ADULT JAN K BCTransit	2017 ADULT JAN MULTI ZONE 2017 ADULT JAN ZONE TWO BICTI ansit	2017 ADULT JAN BETT-ANSIR
Monthly Pass	Discount	2017 STUDENT/SENIOR JAN 2017 STUDENT/SENIOR JAN K C BCTransit	2017 STUDENT/SENIOR JAN MULTIZONE 2017 STUDENT/SENIOR JAN ZONE TWO 2017	2017 STUDENT/SENIOR JAN
Semester Pass	Student	2017 SEMESTER JAN-APR SEMESTER JAN-APR K BCTransit	2017 SEMESTER JAN-APR ZONE TWO SEMESTER JAN-APR MULTIZONE BCTI-ansit	2017 SEMESTER JAN-APR BCTransit

16

X			
BRITISH COLUMBI			
COLUMBI	A		
			w
S	tatutory A _l	pprova	l
Under	the provisions of section	349	****
of the	Local Governme	ent Act	
I herel	by approve Bylaw No	1613	
of the	Regional District of Ko	otenay Boundary	
а сору	of which is attached her	eto.	
	Dated this	7+h	day
The state of the s	of A	pril	, 2017
	4	h/	
		w/4 ~	
	Deputy Inc	spector of Municip	alities



REGIONAL DISTRICT OF KOOTENAY BOUNDARY

Bylaw No. 1613

A Bylaw of the Regional District of Kootenay Boundary, in the Province of British Columbia, to amend Regional District of Kootenay Boundary Emergency Planning Service Establishment Bylaw No. 1256, 2004.

WHEREAS pursuant to the provisions of the *Local Government Act*, being Chapter 1 of the Revised Statutes of British Columbia (2015) and amendments thereto, a Board may by Bylaw and with the consent of the participants amend a service establishment bylaw;

AND WHEREAS the City of Rossland has formally requested to be added to the Emergency Planning Service;

AND WHEREAS the Board of Directors has deemed it appropriate to accept consent to adopt this bylaw from both the municipal and electoral area participating areas;

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

1. CITATION

a. This bylaw may be cited for all purposes as "Regional District of Kootenay Boundary Emergency Planning Service Establishment Amendment Bylaw No. 1613, 2016."

2. AMENDMENT

- a. Section 3 of Bylaw 1256 is amended by adding the City of Rossland as a participant in the Emergency Planning Service.
- b. Section 4 of Bylaw 1256 is amended by adding the City of Rossland as a participant in the Emergency Planning Service.

Read a FIRST AND SECOND time this 2 Hh day of OCYODOV	, 2016.
Read a THIRD time this 27th day of Octobar	, 2016.
I, Theresa Lenardon, Manager of Corporate Administration of the Regional D Kootenay Boundary do hereby certify the foregoing to be a true and correct Regional District of Kootenay Boundary Bylaw No. 1613 cited as "Regional D Kootenay Boundary Emergency Planning Service Establishment Amendment By 1613, 2016" as read a third time	copy of istrict of ylaw No.
Manager of Corporate Administration	
Written consent to adopt this bylaw was received from the Director of Electoral the 28% day of $OCWW$, 2016.	Area 'A'
Written consent to adopt this bylaw was received from the Director of Elector 'B'/Lower Columbia-Old Glory the	
Written consent to adopt this bylaw was received from the Director of Elector 'C'/Christina Lake the 2 gHz day of OCTobar in	oral Area , 2016.
Written consent to adopt this bylaw was received from the Director of Elector 'D'/Rural Grand Forks the 28th day of Chipar	
Written consent to adopt this bylaw was received from the Director of Elector's E'/West Boundary the	
Written consent to adopt this bylaw was received from the City of Grand Forks to day of $${\rm No}({\rm Cit})$$, 2016.	he 7th
Written consent to adopt this bylaw was received from the City of Greenwood the day of	
Written consent to adopt this bylaw was received from the Village of Midway the day of , 2016.	7th

day or	nt to adopt this bylaw was re NWLW bev , 20)10.		
Written conser day of	nt to adopt this bylaw was re	eceived from the Vi 016.	llage of Montrose th	ie 5th
Written conser day of	nt to adopt this bylaw was re November ,	eceived from the Vil 2016.	llage of Warfield the	e 2nd
Written conser day of	nt to adopt this bylaw was re NOVLIMBOV , 2	eceived from the Cit 016.	ty of Trail the \mathcal{Q}	34h
Written conser day of	nt to adopt this bylaw was re NWUMbU	eceived from the Cit , 2016.	ty of Rossland the	14th
APPROVED b	y the Inspector of Municipa	lities this #K day	y of April, 201	7
RECONSIDER	RED AND ADOPTED this	day of	, 2016.	
Chair		Manager of Co	orporate Administra	tion
Kootenay Bour 1613 cited as t Establishment day of	nardon, Manager of Corpor ndary, hereby certify that the "Regional District of Ko Amendment Bylaw No. 161: , 20 rporate Administration	this is a true and o otenay Boundary Ei 3, 2016" as reconsio	correct copy of Byl mergency Planning	aw No. Service
Manager of Co	rporate Administration			



BYLAW NO. 1638

A Bylaw to regulate the operation of the Columbia Gardens Industrial Park Waterworks and to provide for the imposition of a charge against the owner or occupier of real property for the use of or ability to use the water system within the Columbia Gardens Industrial Park Specified Area.

WHEREAS the Local Government Act, gives a Regional District the authority to establish and operate a local service for the supply, treatment, conveyance, storage and distribution of water;

AND WHEREAS Regional District of Kootenay Boundary bylaw cited as "Columbia Gardens Industrial Park Water System Specified Area Establishment Bylaw No. 1618, 2016" has been validated by the Province of British Columbia pursuant to the Local Government Act thereby conferring the establishment of the Columbia Gardens Industrial Park Water System;

AND WHEREAS Local Government Act gives a Regional District the right to authorize its agents or servants to enter on, break up, take or enter into possession of and use real and personal property without the consent of the owners of the property;

AND WHEREAS Local Government Act authorizes a Regional District to recover annual servicing costs of a local service by the imposition of fees and other charges;

AND WHEREAS Local Government Act authorizes a Regional District to set different fees and charges on different classes of persons, classes of property or types of land use as specified by bylaw;

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

1. There is hereby imposed and levied a water user charge against the owner or occupier of land or real property whose property is connected to the Columbia Gardens Industrial Park Waterworks System within the Columbia Gardens Industrial Park Specified Area, and the Secretary shall classify each consumer in accordance with the categories set out in Schedule 'B', attached to and forming part of this bylaw.

- 2. The Columbia Gardens Industrial Park Waterworks local service shall be regulated as specified in Schedule 'A' as attached and forming part of this bylaw.
- 3. User charges, consumption rates, payment terms and conditions may be imposed as set out in Schedule 'B' as attached and forming part of this bylaw.
- 4. Bylaw No. 894 cited as the "Columbia Gardens Industrial Park Specified Area Water Rates and Regulations Bylaw No. 894, 1996" is hereby rescinded.
- 5. This bylaw may be cited for all purposes as the "Columbia Gardens Industrial Park Specified Area Water Rates and Regulation Bylaw No. 1638, 2017".

READ a **FIRST** and **SECOND** time this 20th day of April, 2017.

READ a **THIRD** time this 20th day of April, 2017.

I, Theresa Lenardon, Manager of Corporate Administration, do hereby certify the foregoing to be a true and correct copy of Bylaw No. 1638 cited as "Columbia Gardens Industrial Park Specified Area Water Rates and Regulation Bylaw No. 1638, 2017" as read a third time by the Regional District of Kootenay Boundary Board of Directors on April 20th, 2017.

Manager of Corporate Administration	
RECONSIDERED AND ADOPTED this	20th day of April, 2017.
Chair	Manager of Corporate Administration
be a true and correct copy of Bylaw N Specified Area Water Rates and Regula	rate Administration, do hereby certify the foregoing to No. 1638 cited as "Columbia Gardens Industrial Park ation Bylaw No. 1638, 2017" which was adopted by ary Board of Directors on April 20 th , 2017.
Manager of Corporate Administration	

SCHEDULE 'A

PART 1 - DEFINITIONS

In this Bylaw unless the context other requires:

"Applicant"

means an owner or his agent making application for a water service connection and from whom the Regional District may expect to receive revenue on a continuing basis for this service.

"Board"

means the Board of Directors of the Regional District of Kootenay Boundary

"Building Inspector'"

means the Building Inspector of the Regional District of Kootenay Boundary and his duly authorized representatives.

"Capable of Connection"

means that the parcel of land abuts a street, lane, public right-of-way or easement upon or under which there is a water main of a size and capacity acceptable to the Regional District or the Operator for the proposed use and if, in the opinion of the Regional District, no other physical or topographical conditions make the connection impossible or uneconomical.

"Collector"

means the Collector of the Regional District duly appointed pursuant to the provisions of the <u>Local Government Act</u> or the duly appointed agent for the Regional District.

"Consumer'"

means any person to whom water is supplied by the Regional District.

"Curb Stop"

means a shut off valve installed by the Regional District or its Operator on a service connection with a protective housing to the ground surface. The curb stop is located on the main side of the property line.

"Disconnection"

means the turning off, or complete removal of a water connection.

"District"

means the Regional District of Kootenay Boundary.

"Distribution System"

means all mains and appurtenances thereto including fire hydrants, pumping stations, reservoirs, pressure reducing stations, meters and service connections installed within any highway, Regional District right-of-way or easement or Regional District property.

"Due Date"

means the final and last day as printed on the utility bill on which the prompt payment discount shall apply.

"Dwelling Unit"

means one or more rooms consisting of a unit of living accommodation used or intended to be used for living and sleeping purposes and containing a sink and cooking facilities.

"Fire Chief"

means the Regional Fire Services Chief of the Regional District of Kootenay Boundary or his duly authorized representative.

"Fire Hydrant"

means a device equipped with special threaded connections installed by the Regional District or its Operator within a highway, road or street, right-of-way, easement or on Regional District or municipal property and connected to a water main to supply water for fire protection purposes.

"Main"

means a pipe including valves, fittings and other appurtenances other than a service connection, pumping station, treatment plan or reservoir in the water distribution system.

"Meter"

means a device used to measure and indicate the volume of water passing through the device.

"Metered Accounts"

means those accounts billed monthly or for any other period established from time to time and of which the water consumption is measured through a device commonly known as a water meter.

"Occupier"

shall have the meaning assigned to it by the British Columbia Community Charter.

"Operator"

means the person or persons, corporation or agency to whom the Regional District of Kootenay Boundary contracts, instructs, or appoints to operate the Columbia Gardens Industrial Park Waterworks.

"Owner"

shall have the meaning assigned to it by the British Columbia Community Charter.

"Person"

means and shall include not only a natural person but also a Corporation, Firm or Partnership.

"Regional District"

means the Regional District of Kootenay Boundary.

"Service Connection"

means a pipe and the necessary valves and protective boxes, connections, thaw wires, and any other materials necessary to and actually used to connect the water main to a curb stop.

"Sprinkling"

means the pouring of water by means of any hose, sprinkling device, water pot or other utensil upon or under the surface of gardens, lawns and all other grounds or upon any roof.

"Water Connection"

means a connection to a main supply line and extending to the property line of the consumer for the purpose of conveying water to the said consumer, and may or may not include a water meter but shall include a shutoff valve and shall be the property of the Regional District.

"Water Service"

means a pipe including all valves, connections, taps and meters connecting a curb stop to the house or building.

"Waterworks"

means the entire waterworks system of Columbia Gardens Industrial Park Specified Area including, but not limited to, the intake, purification and treatment, transmission and distribution, pumping and storage systems and further including subterranean and surface vessels, structures, buildings, fixtures and stationary and mobile equipment.

PART II - USE OF WATERWORKS SYSTEM

2.1 Tampering with the Waterworks

- a) No person shall make any connection to the waterworks or in any way tamper with, operate, remove, or make any alteration to any hydrant, meter, curb stop, valve, pumping station, reservoir, chamber or other fixture or appurtenance connected with the waterworks without first obtaining written permission from the Regional District or its Operator, or for the use of a hydrant, written permission from the Fire Chief. No person shall, without lawful excuse, break, damage, destroy, uncover, deface, mar or tamper with any part of the waterworks on his premises or elsewhere.
- b) No pump, booster or other device shall be employed by any consumer without permission in writing from the Regional District, for the purpose of, or having the effect of, increasing water pressure in service lines to a higher pressure than the normal water pressure in the said service lines, and the Regional District may, without notice, discontinue service to any customer employing such pump, booster or other device.
- c) No work of any kind connected with the water system, either for the laying of new or repair of old service pipes shall be done on or under any street or lane within the Columbia Gardens Industrial Park Specified Area by any other person or persons than employees of the Regional District except such person or persons as shall be authorized by the Regional District.

2.2 Liability

It is a condition of the supply of water that:

- a) In the event that the supply of water to any consumer shall fail, whether from natural causes or accident or from any other causes whatsoever, the Regional District shall not be liable for damage by reason of such failure.
- b) The Regional District shall not be liable for any injury or damage to any person or property arising or occurring from the use of water from the waterworks.
- c) The Regional District does not guarantee that water supplied by it is free of any impurity that would affect a manufacturing process or any other use of equipment and devices.

2.1 Termination of Water Supply

The Regional District may order the termination of the water supply to any consumer on thirty (30) day's written notice or without notice for violation of

any of the provisions of this Bylaw, for failure to maintain the water service pipe, fittings, valves, tanks or appliances in good condition without any leaks, or the possibility of leaks, for the non-payment of rates or rents when due, or for refusing to provide for the proper installation of a water meter, or for unnecessary or wasteful use of water, or violation of regulations concerning watering or sprinkling, or when, in the opinion of the Board, the public interests require such action.

2.1 Sale of Water

It shall be unlawful for any consumer to sell, waste, dispose of or give away Regional District water for use other than on his premises or permit it to be taken or carried away by any person or persons unless such consumer is on a metered account and is conducting a business from the premises concerned in compliance with the Bylaws of the Regional District or permission in writing has been granted by the Regional District.

2.1 Water Use Restrictions

- a) The Regional District may, whenever in its discretion the public interest so requires, suspend or limit the consumption of water from the water system of the Columbia Gardens Industrial Park Specified Area or may regulate the hours of use, or may further prescribe the manner in which such water may be used.
- b) In the event of a water supply shortage, due to any reason whatsoever, the Regional District or the Regional District's Operator may issue a notice prohibiting, restricting, or limiting the use of water by any or all of the consumers or fixing the days and hours upon or during which sprinkling shall be allowed or to prohibit such sprinkling. Such notice shall be sufficiently given if delivered in writing, or broadcast by the local radio or television station, or advertised in at least two consecutive issues of a newspaper circulated in the service area. Any person who refuses or fails to abide by such prohibition, restriction or limitation contained in the notice shall be deemed to have contravened this Bylaw.
- c) No person shall use water for cooling in air conditioning units until application has been made in writing to the Regional District and permission in writing has been granted to do so. The use of such equipment will not be permitted unless a water cooling tower is installed to prevent waste of water and a meter has been installed where such was not the case before application was made.

PART III - SERVICE CONNECTIONS

3.1 Illegal Connections

No person shall connect or attempt to connect, or allow to be connected, or allow to remain connected to the waterworks any property or premises otherwise than in accordance with the provisions of this Bylaw.

3.2 <u>Connection Application</u>

Each application for a service connection shall be made to the Regional District or its Operator by the owner or his authorized agent in the form prescribed. Such applicant shall, on making application, pay to the Regional District the applicable connection fee prescribed in Schedule 'B'. If the connection is practicable; the Regional District or its Operator shall, within ninety (90) days, weather permitting, provide and install a service connection to the applicant's property. If such connection is not practicable, the Regional District or its Operator shall so notify the applicant within sixty (60) days and the Regional District shall refund the charges or fees paid by the applicant. Each application shall be an agreement whereby the applicant, consumer and owner agrees to abide by the terms and conditions of this Bylaw. Shall be an agreement whereby the applicant, consumer and owner agrees to abide by the terms and conditions of this Bylaw.

3.3 Connection Location

Where possible, the service connection will be located at the location requested by the applicant. In the event the applicant's preferred location is not practicable due to the existence of installed surface improvements or is in conflict with installed underground utilities, the Regional District shall designate the location of each service connection to each parcel of land or premises.

3.4 Size of Service Connection

The minimum inside diameter of a service connection shall be as specified by the Provincial Plumbing Code. The sizes of service connection for any premises shall be approved by the Building Inspector. If the requested service connection exceeds the then available capacity of the waterworks, the Regional District may limit the size of the connection.

3.5 Depth of Bury

The minimum depth of bury of the service connection below finished ground elevation shall be four (4) feet unless specifically authorized to the contrary by the Regional District.

3.6 Maintenance of Service Connection

In the event a defect is suspected in the service connection or water service, the consumer shall immediately notify the Operator and the Operator will, as soon as practicable, operate the curb stop and determine thereby if the defect exists in the water service or in the service connection. If the defect is determined to be located in the service connection, the Operator shall repair the defect at no cost to the consumer.

If the defect is determined to be in the water service, the property owner shall effect the necessary repairs within ten (10) days. Should the consumer insist that the defect is in the service connection and not in his water service, he shall deposit with the Regional District a sum of money equal to fifty percent (50%) of the cost of a new connection to cover the cost of excavation and backfilling for inspection purposes. In the event the defect is found in the service connection, the Operator shall carry out repairs and return the deposit to the consumer. If there is no fault or defect found in the service connection, the consumer shall forfeit that portion of the deposit in the amount equal to the actual cost of the work, any surplus being returned to the consumer.

PART IV WATER SERVICES

4.1 Plumbing Code

Water services on private property shall be installed in accordance with the Provincial Plumbing Code and shall be constructed by and at the expense of the owner, and shall be approved by the Building Inspector prior to connection being made to the water service at the property line. The Regional District shall install curb stops at the property line or where practical as determined by the Regional District or the Operator. That portion of the water service between the curb stop and property line is the responsibility of the owner of the property receiving the water service. Any fittings required to join the water pipe to the applicant's shall be the applicant's responsibility.

The Regional District may disconnect service to plumbing that does not conform to the Provincial Plumbing Code or any Regional District Plumbing Bylaw.

4.2 Maintenance

The water service shall be maintained by the property owner at his sole expense. In the event any defect is suspected in the service connection or water service, the consumer shall immediately notify the Operator and the Operator will, as soon as practicable, arrange to operate the curb stop and

determine thereby if the defect exists in the water service or in the service connection. If the defect is determined to be in the water service, the property owner shall effect repairs within ten (10) days.

In order to facilitate repairs to the water service, the Operator will upon request and at its earliest convenience, during normal working hours, open or close the curb stop and the fee for such turn on or turn off shall be as provided in Schedule 'B' of this Bylaw. If the property owner requires a curb stop to be operated during hours when the Operator's waterworks personnel are not normally on duty, the owner shall be billed the actual costs involved in calling out crews and operating the valve or the amount specified in Schedule B, whichever is greater. In the event the property owner refuses or neglects to carry out repairs within the specified time, the Operator may, by his workers or others, have the work done at the expense of the owner, and the Regional District may recover the cost thereof with interest at a similar rate as that charged for user charges in arrears as provided in Schedule 'B' of this Bylaw.

4.3 Initiation and Cessation of Supply

When an owner wishes the water supply turned on or off at the curb stop, the owner shall advise the Operator and the Operator will carry out the work at the Operator's convenience and the fee for such turn on or turn off shall be as provided in Schedule 'B' of this Bylaw.

4.4 Abandonment

When any water service is abandoned, the owner or his agent shall notify in writing the Regional District or its Operator and the Operator shall cut off the service connection at the junction with the main. The owner shall be liable for the abandonment charge specified in Schedule 'B' of this Bylaw.

4.5 Frozen Service

Pursuant to Section 4.2 if it is determined that the defect is a frozen water service, it is the owner's responsibility to thaw the pipe. On further application to the Regional District and with the approval of the Provincial Inspector of Electrical Energy, the owner or his agent may connect a source of electricity to the curb stop in order to complete an electrical circuit to thaw his water service. The consumer shall be fully responsible for any damage caused by this thawing method.

The Operator may, at his convenience, and following the owner's application, thaw the water service at the rate specified in Schedule 'B' of this Bylaw. Priority shall always be given to thawing any frozen service connections before any water services. The Regional District or the Operator may require the owner to sign a waiver absolving the Regional District and Operator of any

and all liability in this procedure.

4.6 Alternate Water Supply

In the event an owner has an alternate or auxiliary water supply source other than the Waterworks service connection, he shall not connect or in any way cause to be connected any portion of the alternate or auxiliary water supply distribution system with the distribution system supplied by the service connection. On application to the Regional District in writing, special permission may be given to cross connect the two systems provided all requirements of the Regional District with respect to water quality, disinfection procedures and equipment, back flow protection devices and maintenance of such devices and equipment are met.

In the event an owner has more than one Waterworks service connection from different distribution system pressure zones, the owner shall install back flow prevention devices satisfactory to the Regional District on each service connection and shall maintain said devices.

4.7 Check Values

All water tanks are to be equipped with check valves.

4.8 Shut Off Valves

Property owners are responsible for keeping shut off valves visible.

4.9 Back Flow Prevention

Underground irrigation systems shall be equipped with back flow prevention devices. The installation of an underground irrigation system shall be approved by the Building Inspector prior to connection to the waterworks.

4.10 Plumbing Standard

- a) The Regional District shall at all times retain the right to disconnect service without notice to plumbing that it is not in compliance with the Provincial Plumbing Code, is not of sufficient quality or standard or represents a possible hazard to health or safety, or a possible danger to the waterworks.
- b) All persons shall keep the service pipes, stop cocks, fixtures and fittings on their own premises in good order and repair, and protect them from frost at their own risk and expense, and when a premises is vacated the stop cock shall be turned off.

4.11 Service Interruption

Nothing contained in the Bylaw shall be construed to impose any liability on the Regional District to give a continuous supply of water to any person or premises and the Regional District hereby reserves the right at any time to shut off the water from any premises without giving notice to any person from whose premises the water may be shut off.

PARTV- METERS

5.1 <u>Installation of Meters</u>

If instructed by the Regional District, all commercial, industrial, residential and institutional consumers shall install at their expense a water meter and strainer complete with bypass and isolation valves if required in a location easily accessible to the Operator for inspection and reading of the meter. Where the service is to be a single building, the meter may be located within the building as close as possible to the entrance point of the water service into the building and before any take off points.

If the water service is a distribution system to more than one building or structure, the meter shall be located upstream of any distribution point and as close as possible to the property line, and the water supply should go through one of the buildings to be metered. If no building or structure exists at the location where the meter is to be installed, the property owner shall be responsible for constructing the meter vault in accordance with the standard issued by the Regional District.

5.1 Meter Size and Supply

The Regional District shall determine the size of meter required and the Regional District shall supply the meter and strainer, with the meter remaining the property of the Regional District.

5.2 Access to Meter

The consumer shall supply access to the water meter for the purpose of reading the meter and for maintenance during the Operator's normal working hours. Failure to provide this access for meter reading shall result in an extra charge per call.

In the event convenient access cannot be supplied, the Operator shall, by its workmen or others, install suitable remote reading equipment at the expense of the owner. On failure to pay such costs within thirty (30) days of invoice, the Regional District shall recover the expense thereof with interest at a similar rate as that charged user charges in arrears as provided in Schedule 'B'.

5.1 Operation of Bypass

No person shall in any way tamper with, operate or remove the water meter or sealed bypass valves after installation without first obtaining the permission of the Regional District.

PART VI - CHARGES FOR SERVICE

6.1 Connection and Abandonment Fees

The owner or his agent shall, on making application for a service connection, a turn on or turn off or the abandonment of a service connection, pay to the Regional District applicable fee prescribed in Schedule 'B' attached hereto and forming part of this Bylaw.

6.2 Fee Added to Taxes

Connection, turn on, turn off or abandonment fees not paid on or before the thirty first day of December in any year shall be deemed to be taxes in arrears in respect of the parcels of land served by the said service connection and such sum shall be recoverable.

6.3 User Rate

The owner or occupier of real property shall pay in addition to all other rates, charges and fees for the use of the waterworks the amounts specified in Schedule 'B' of this Bylaw. The several rates enumerated in Schedule 'B' hereto are hereby imposed and levied by the Regional District and all such rates shall be payable at the office of the Regional District or its duly appointed agent or any other place authorized and designated by The Board on or before the date specified in Schedule 'B' and shall form a charge on the lands and improvements to or upon which the service connection is made and if the rates imposed during any one calendar year remain unpaid after the thirty-first day of December, they shall be entered upon the tax roll as taxes in arrears.

The user rates as specified shall be applied on the date the water turn on or turn off is made and in the case of unmetered accounts the rate charged for the first and the final billing period shall be prorated to the nearest full month of service.

PART VII - WATERWORKS EXTENSIONS

7.1 Extension Application

- All applications for distribution system extensions shall be made in writing to the Regional District by the owner or owners of the property to be served by such extensions.
- b) Notwithstanding anything in this Bylaw contained, the Board may refuse any application for a waterworks extension should it consider the Regional District share of costs to be excessive, or should the existing waterworks trunks or mains be inadequate to supply the area in question, or if it is considered technically necessary to install a second water main thereby causing the Regional District share of the costs to be excessive. The option, however, shall be open to the applicant to pay whatever extra costs may be involved and, if deemed equitable by the Board, it may then approve such application.

PART VIII - INSPECTION

8.1 Right of Entry

The owner of every parcel of land and the occupier of every premises shall at all reasonable times allow, suffer and permit the District, Operator, Fire Chief, Building Inspector or Meter Reader to enter into or upon lands and premises for the purpose of inspecting the premises and water piping system, meter location, meter connection and bypass facilities in order to ascertain whether or not the provisions of this Bylaw are being obeyed.

8.2 Inspection

Water Service pipes on private property shall have passed inspection by the Building Inspector prior to connection being made at the property line.

No person shall obstruct at any time or in any manner the access to any hydrant, valve, stop-clock, meter, mains or any other appurtenances connected to the waterworks, and should any person do so by placing thereon or near thereto any brick, stone, timber, or any other material or structure or thing, the Operator or any other authorized agent of the Regional District may remove such obstruction at the expense of the offending person.

PART IX - PENALTIES

9.1 Penalties

Any person who shall install, place or maintain in any premises any water connection, fixture or fitting not in accordance with the requirements of this

Bylaw shall be guilty of an infraction thereof.
- Julius Colonia de General de Colonia de Co
Every person who offends against any of the provisions of this Bylaw or suffers or
permits any act or thing to be done in contravention of or violation of any of the
provisions of this Bylaw, or neglects to do or refrains from doing anything
required to be done under this Bylaw or who does any act or thing which
violates any of the provisions of this Bylaw, shall be deemed to have committed
an offense under this Bylaw and shall be liable on summary conviction to a fine
and penalty of not less than \$25.00 nor more than \$500.00 together with costs
for each offence and each day during which any violation, contravention or
breach shall continue shall be deemed as a separate offence.
Sieden Silan Continue Silan Se decinica de a Separate Circines

SCHEDULE 'B'

1. <u>Unmetered Accounts</u> user rates shall be as follows:

	Water Rates	Rate Class
-	<u>Domestic</u> Caretaker dwelling unit	С
b)	Commercial/industrial	
	All commercial and industrial establishments shall be put on water consumption meters UNLESS the Board of Directors of the Regional District of Kootenay Boundary is satisfied that the total quantity of water does not warrant this, in which case the user rate shall be as follows:	
1	Small business, store or office with no more than two (2) toilets and/or two (2) basins - for each additional facility (plumbing fixture)	C A
	OR the rate specified below for actual property use whichever rate is greater	
	Property Use Animal shelters, kennels and veterinary clinics Autobody repair shops Automobile and truck service stations Automobile and truck wash stations Automobile wrecking and salvage yards Building supply and lumber yards Eating and drinking establishments including take-out and drive-in restaurants whether in conjunction with a hotel or motel or separate building Greenhouses, nurseries, feedlots and other similar intensive agricultural operations Hotel or motel, for owner/managers residence - For each room with toilet and/or bathing facility Laboratories Laundries and laundromats Machinery and heavy equipment repair, sale and rental establishment	D C E C C D D C B D E C
	establishment Manufacturing, assembly, fabrication, packaging and bottling plants	D
	Rental service store	С

Salvage and/or recycling facilities Warehouses and wholesale supplies C

c)	Rate Class	Amount per Month	Amount Per Year
	Α	5.25	63.00
	В	10.50	126.00
	С	21.00	252.00
	D	31.50	378.00
	Е	52.50	630.00

2. Metered Accounts - user rates shall be as follows:

All metered accounts are subject to a minimum monthly charge of \$20.00. The charge for the quantity of water used each month shall be calculated at the following rates:

Monthly Rates:

On FIRST 1000 cubic feet per minute (cu.ft./min.) \$2.10 per 100 cubic feet of water consumed

On NEXT 9000 cu.ft./min.	\$2.10 per 100 cu.ft
On NEXT 90,000 cu.ft./min.	\$2.10 per 100 cu.ft
On NEXT 100,000 cu.ft./min.	\$2.10 per 100 cu.ft

The monthly rate for metered accounts shall be the monthly minimum rate or the monthly minimum rate plus the product of the amount of water consumed applied to the appropriate rate whichever is greater.

3. Opening and Cessation of Supply

A charge, minimum of \$50.00 or actual costs incurred, will be imposed to shut off or turn on a service during regular working hours. The fee shall be a minimum of \$100.00 or actual costs incurred when the service is performed outside of regular working hours. This charge must be paid prior to the work being performed.

4. Water Connection Charges

In the case of a connection being made during any year, the charge imposed shall begin with the month following which the final inspection of the water connection was made. Service connections rate shall be seven hundred dollars (\$700.00) or the actual cost of effecting the connection whichever is greater. Connection cost shall include but is not limited to: debris removal, road bed replacement, road surface replacement, asphalt replacement, sidewalk replacement, curbing and gutter replacement, landscaping and re-seeding incurred at the time of connection or at a time subsequent.

5. <u>Billing Procedure</u>

- a) Bills may be rendered by the Regional District or its appointed agent on a regular basis (either periodic or annual) or as is convenient to the District;
- b) All unmetered account payments shall become due and payable on presentation;
- c) All metered account payments shall become due and payable on presentation.

6. Penalty

A late penalty of 10% shall be charged on all accounts outstanding after the thirty- first day of October.

7. On-Payment of Rates

In case of non-payment of rates for thirty (30) days after they shall have become due and payable, the Board or its agent shall give notice, at its convenience, to the consumer, that the rates have not been paid and if the same remains unpaid for a period of seven (7) days after the date of notice, the operator may cut off the supply of service in respect to which such rates are due, without any further notice.

Any rate remaining unpaid on the thirty-first day of December shall be deemed to be taxes in arrears in respect of the property on which the consumer dwells and shall be forthwith entered on the real property tax roll by the collector of taxes in arrears.

8. Abandonment Fee

The fee for disconnecting an abandoned water service connection at the water main shall be based on the actual cost to the Regional District.

9. Service Fee

Where the Regional District has been requested to provide other water supply service including but not limited to service connection, alteration and thawing private water service and the Regional District has agreed to perform the requested service, the fee for the service shall be the actual cost to the Regional District as determined by the Regional District.

10. Rate Reduction

For the purpose of this section, <u>vacant</u> means not occupied by persons for the purpose of habitation and where the owner has received no rent payments, excluding a vacancy created by a vacation or holidays of the tenant.

All classes of customers will be eligible for a rate reduction for any vacant unit to which the user fee in Section 1 or 2 of Schedule 'B' has been applied if the vacancy has been in excess of two (2) continuous months.

minimum payment for a year for each unit will be required. The minimum payment shall be the equivalent of two (2) months user fees.

All applications for rate reductions must be made in writing on or before February 28th of the year following the year in which the user rate was applied.

All rate reduction requests must be supported by another utility company's disconnection receipt and reconnecting receipt or the landlord's tenant record, certified by a licensed accountant as to the period each unit for which the reduction is applied for has been vacant, or such other documents acceptable to the Regional District.

STAFF REPORT

Date:	ARPIL 11, 2017	File:	CBT Community Initiatives Program
To:	Chair McGregor and Board of Dire	ctors	
From:	Sharon Toupin, Accounting Cler	k-CBT	Community Initiatives Liaison
RE:	CBT COMMUNITY INITATIV	ES PR	OGRAM

Issue Introduction

A staff report from Sharon Toupin, Accounting Clerk-CBT Community Initiatives Liaison, regarding the CBT Community Initiatives Program.

History/Background Factors

The Regional District of Kootenay Boundary administers the Trust's Community Initiatives Program. The total funding available for distribution in 2017/18 is \$377,444.00.

The stakeholders are recommending the funds be disbursed as follows:

City of Trail

APPLICANT	AMOUNT
Air Cadet League of Canada	\$ 1,900.00
Canadian Red Cross	\$ 1,738.67
Columbia Basin Alliance for Literacy	\$ 3,000.00
Greater Trail Hospice Society	\$ 1,186.00
Health Arts Society	\$ 3,500.00
Holy Trinity Parish	\$ 700.00
Kiwanis Club of Trail	\$ 12,296.33
Kootenay Boundary Regional Hospital & Health Foundation Society	\$ 25,000.00
Kootenay Columbia Educational Heritage Society	\$ 500.00
Lower Columbia Community Development Team - Hills to Valley	\$ 1,050.00
Lower Columbia Community Development Team - Trails' Farmers Market	\$ 1,000.00
Red Mountain Racers	\$ 2,500.00
Rossland Gold Fever Follies	\$ 1,000.00
Silver City Trap & Skeet Club	\$ 1,000.00
Societa Cristoforo Colombo Lodge	\$ 5,500.00
Society for Friends of the Trail Sk8 Park	\$ 30,000.00
BC SPCA - Trail Branch	\$ 2,000.00
Take a Hike Youth at Risk Foundation	\$ 3,000.00
Trail & District Chamber of Commerce	\$ 5,000.00
Trail & District Community Arts Council	\$ 7,800.00
Trail Curling Association	\$ 600.00
Trail Historical Society	\$ 2,247.00
Trail Maple Leaf Band	\$ 7,000.00

Staff Report/ April 19, 2017 Page 1 of 5

Trail Pipe Band - Bagpipes & Drums		\$ 3,700.00
Trail Track & Field Club Society		\$ 2,800.00
Trail Youth & Minor Baseball Association		\$ 8,836.00
United Way of Trail		\$ 1,700.00
Webster Parents' Advisory Council - Ski Days 2018		\$ 500.00
Webster Parents' Advisory Council - Growing Towers & Planters		\$ 3,000.00
West Kootenay Brain Injury		\$ 5,000.00
	TOTAL ALLOCATED	\$ 145,054.00
	TOTAL ALLOCATION	\$ 145 054 00

Village of Warfield

APPLICANT		AMOUNT
Air Cadet League of Canada	\$	500.00
Greater Trail Hospice Society	\$	259.00
Health Arts Society	\$	2,000.00
Holy Trinity Parish	\$	500.00
Horse Association of Central Kootenay	\$	1,000.00
Karate BC/BV Rossland Traditional Karate	\$	250.00
Kootenay Boundary Regional Hospital & Health Foundation Society	\$	2,446.00
Kootenay Columbia Educational Heritage Society	\$	100.00
Kootenay South Youth Soccer Association	\$	1,250.00
Lower Columbia Community Development Team - Hills to Valley	\$	300.00
Red Mountain Racers	\$	1,750.00
Rossland Gold Fever Follies	\$	1,000.00
Silver City Trap & Skeet Club	\$	1,500.00
Societa Cristoforo Colombo Lodge	\$	300.00
BC SPCA - Trail Branch	\$	750.00
Take a Hike Youth at Risk Foundation	\$	500.00
Trail & District Community Arts Council	\$	2,500.00
Trail Maple Leaf Band	\$	2,000.00
Trail Pipe Band - Junior Piper & Drummer Development	\$	2,800.00
Trail Track & Field Club Society	\$	1,000.00
Trail Youth & Minor Baseball Association	\$	1,750.00
United Way of Trail	\$	1,700.00
Webster Parents' Advisory Council - gym mats	\$	2,500.00
Webster Parents' Advisory Council - Ski Days 2018	\$	500.00
Webster Parents' Advisory Council - Salad Bar	\$	2,000.00
Webster Parents' Advisory Council - Growing Towers & Planters	\$	3,000.00
West Kootenay Brain Injury Association	\$	2,000.00
	\$ \$	36,155.00 36,155.00

Village of Montrose/Fruitvale/Area 'A'

APPLICANT	AMOUNT
Air Cadet League of Canada	\$ 1,400.00
Beaver Valley & Pend'O'Reille Historical Society	\$ 311.20
Beaver Valley Curling Club	\$ 16,742.65

Staff Report/ April 19, 2017 Page 2 of 5

B.V. Dynamic Aging Society - 'Keep' Healthy Living		\$	8,000.00
B. V. Dynamic Aging Society - Age Friendly		\$	11,250.00
Beaver Valley Manor Society		\$	20,000.00
Canadian Red Cross		\$	500.00
Greater Trail Hospice Society		\$	740.00
Health Arts Society		\$	1,000.00
Holy Trinity Parish		\$	300.00
Horse Association of Central Kootenay		\$	1,000.00
Kiwanis Club of Trail		\$	15,000.00
Kootenay Boundary Regional Hospital & Health Foundation Society		\$	1,000.00
Kootenay Columbia Educational Heritage Society		\$	500.00
Lower Columbia Community Development Team - Hills to Valley		\$	900.00
Montrose Youth Team Action Society		\$	6,460.94
Red Mountain Racers		\$	2,000.00
Rossland Gold Fever Follies		\$	1,000.00
Senior Citizen's Association of B.C.		\$	4,360.00
Societa Cristoforo Colombo Lodge		\$	500.00
Take a Hike Youth at Risk Foundation		\$	1,000.00
Trail & District Community Arts Council		\$	4,000.00
Trail Maple Leaf Band		\$	500.00
Trail Track & Field Club Society		\$	500.00
United Way of Trail		\$	518.21
West Kootenay Brain Injury		\$	2,000.00
West Kootenay Minor Lacrosse Association		\$	4,000.00
	TOTAL ALLOCATED TOTAL ALLOCATION	\$ \$	105,483.00 105,483.00

Area 'B'

APPLICANT		AMOUNT
Air Cadet League of Canada	\$	450.00
Castlegar Nordic Ski Club	\$	5,000.00
Friends of the Rossland Range	\$	1,500.00
Greater Trail Hospice Society	\$	220.00
Holy Trinity Parish	\$	200.00
Horse Association of Central Kootenay	\$	750.00
Karate BC/BV Rossland Traditional Karate	\$	1,000.00
Kootenay Boundary Regional Hospital & Health Foundation Society	\$	2,500.00
Kootenay Columbia Educational Heritage Society	\$	100.00
Lower Columbia Community Development Team - Hills to Valley	\$	300.00
Lower Columbia Community Development Team -Trail Web Dev	\$	500.00
Red Mountain Racers	\$	4,000.00
Rossland Fall Fair Core Group	;	1,000.00
Rossland Gold Fever Follies	\$	1,000.00
Rossland Golden City Lions Society	\$	3,000.00
Rossland Skate Park Association	\$	2,418.00
Silver City Trap & Skeet Club	\$	3,000.00
Societa Cristoforo Colombo Lodge	\$	200.00
BC SPCA - Trail Branch	\$	1,000.00
Take a Hike Youth at Risk Foundation	\$	500.00
Trail & District Chamber of Commerce	\$	250.00

Staff Report/ April 19, 2017 Page 3 of 5

Trail & District Community Arts Council	\$ 1,500.00
Trail Maple Leaf Band	\$ 1,000.00
Trail Track & Field Club Society	\$ 500.00
Trail Youth & Minor Baseball Association	\$ 673.00
United Way of Trail	\$ 500.00
West Kootenay Brain Injury	\$ 1,683.00
TOTAL ALLOCATED	\$ 34,744.00
TOTAL ALLOCATION	\$ 34,744.00

City of Rossland

APPLICANT		AMOUNT
Air Cadet League of Canada	\$	136.00
Canadian Red Cross	\$	229.00
Greater Trail Hospice Society	\$	510.00
Health Arts Society	\$	929.00
Holy Trinity Parish	\$	300.00
Kootenay Boundary Regional Hospital & Health Foundation Society	\$	3,100.00
Kootenay South Youth Soccer Association	\$	1,050.00
Lower Columbia Community Development Team - Hills to Valley	\$	332.00
Red Mountain Racers	\$	10,257.00
Rossland Child Care Society/Golden Bears Children's Centre	\$	1,286.00
Rossland Council for Arts & Culture	\$	4,426.00
Rossland Fall Fair Core Group	\$	2,993.00
Rossland Gold Fever Follies	\$	
Rossland Historical Museum & Archives	\$	1,900.00
Rossland Mountain Bike Society	\$	2,221.00
Rossland Skate Park Association	\$	7,230.00
REAS/Rossland Stream Keepers	\$	
Societa Cristoforo Colombo Lodge	\$	250.00
BC SPCA - Trail Branch	\$	
Take a Hike Youth at Risk Foundation	\$	
Tourism Rossland Society	\$	
Trail & District Chamber of Commerce	\$	
Trail & District Community Arts Council	\$	979.00
Trail Track & Field Club Society	\$	
Trail Youth & Minor Baseball Association	\$	
United Way of Trail	\$	
Visions for Small Schools	\$	
West Kootenay Brain Injury	\$	
West Kootenay Minor Lacrosse Association	\$	
TOTAL ALLOCATED	\$	56,001.00
	TAL ALLOCATION \$	

TOTAL FUNDS 2017/18 \$ 377,444.00

TOTAL FUNDS DISBURSED \$ 377,437.00

Staff Report/ April 19, 2017 Page 4 of 5

None			
Background Information	Provided		
None			
Alternatives			
 Receipt. Receipt and accept. Deferral 			
Recommendation(s)			
That the staff report received.	from Sharon Toupin, Acco	ounting Clerk/CBT Community	Initiatives Liaison be
2. That the Regional Distr Community Initiatives f		Board of Directors approves the	disbursement of the
Community Initiatives f		Board of Directors approves the Concurrence:	disbursement of the
Community Initiatives f	unds as presented.		disbursement of the
	unds as presented. Concurrence:	Concurrence:	disbursement of the
Community Initiatives f	unds as presented. Concurrence:	Concurrence:	disbursement of the
Community Initiatives f	unds as presented. Concurrence:	Concurrence:	disbursement of the
Community Initiatives f	unds as presented. Concurrence:	Concurrence:	disbursement of the
Community Initiatives f	unds as presented. Concurrence:	Concurrence:	disbursement of the
Community Initiatives f	unds as presented. Concurrence:	Concurrence:	disbursement of the
Community Initiatives f	unds as presented. Concurrence:	Concurrence:	disbursement of the